



July 23, 2014

Mr. Guy Nisbet, Senior Buyer
Department of Administration
Purchasing Division
2019 Washington Street, East
Charleston, WV 25305

Dear Mr. Nisbet,

On behalf of the Mills Group, Miller Engineering, Allegheny Design Services (ADS) and Boggs Environmental Consultants, we are respectfully submitting a response to your request for qualifications for architectural/engineering services for various small scale construction projects for DOA owned properties.

Project Approach

The Mills Group prides ourselves on providing detailed, accurate and easily understood design plans as well as managing a collegial project. In order for numerous disparate parts to work together, our first plan of action is to host a gathering of the project stakeholders to understand their wants, budgetary needs and timeline. The stakeholders group should include everyone from top governmental decision makers to the maintenance staff who oversee the building's daily upkeep. After setting the project goals, the team will conduct detailed analysis of the site, taking measurements, photographs and scans of the project area. Our team will also conduct historic research of the site, gathering historic drawings, photographs and other data that may also aid the project development.

Once the Mills Group has gathered our field data, then our team will go back into the office and input the data into our computer aided design software. Once we have our drawings complete, we will field check them again to ensure that they are indeed proper representations of the original notes and measurements.

With the drawings complete, our team of architects and designers will brainstorm on how to properly tackle issues related to each project and develop innovative design solutions to ensure success. After we develop these new plans, we will coordinate with our sub-consultants to ensure compatibility in design, checking and rechecking for quality control. Our next phase is to share our findings with the project owner and, after incorporating any potential comments into the design, we ensure that the requirements meet the Secretary of the Interior's Standards for Rehabilitation and that the State Historic Preservation Office approves of our design. Then we create clear, concise specifications and bidding documents to assist the client in completing the project on time and on budget.

A similar project to the proposed scope of work is demonstrated through our work with the Veterans' Memorial. This project included the restoration of a beloved monument with issues relating to water infiltration, electrical systems, plumbing infrastructure, roofing repair/replacement, and stone facing repair. This project got off to a successful start through

"Designing on the principles of the past and preserving for the future"

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63 Wharf Street, Suite 300
Morgantown, WV 26501
304.296.1010

www.millsgrouponline.com
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West Virginia Purchasing Division

The Kaley Center
53 14th Street, Suite 607
Wheeling, WV 26003
304.233.0048

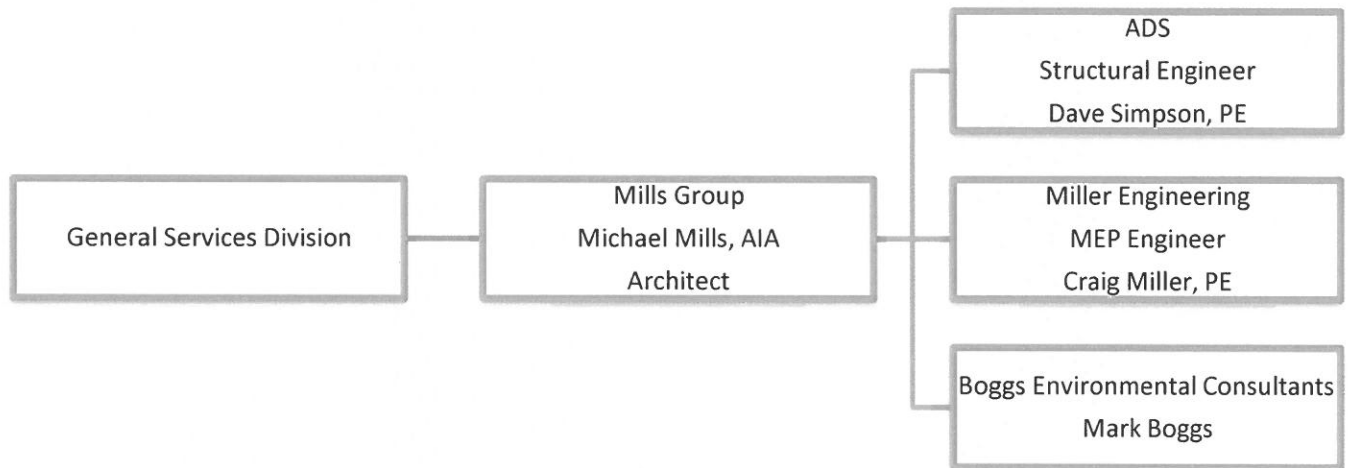
a group discussion, determining the issues relating to the systems failure of the monument, what the designers' vision was for the monument and a whole day of site inspection with the project team. After identifying the issues, the team developed a plan to restore the monument. As the project is currently going through its construction administration phase, bi-weekly on-site meetings provide important contractor supervision and is keeping the project on track to be completed in time for Veteran's Day 2014.

The most important part of any project is constant, open communication with the client and teammates to ensure that each project is successful.

Project Team

The **Mills Group** will serve as the lead on this project coordinating with the other members on the team to ensure a successful project. We are very experienced with architectural projects of a variety of scales which include existing building rehabilitation and renovation as well as new building/facility design. Mills Group is a leader in governmental compliance for historic buildings and designs spaces to meet the current and future needs of our clients. The following staff will be assigned to this project: architects Michael Mills, Vic Greco, Chris Clark and Kellie Cole; preservation associate Sandra Scaffidi; and office personnel Vivian Neely and Julie Doerr.

We are also proud of the team we represent which includes some of the best minds of North Central West Virginia. The following chart illustrates the working relationship of the project team who are dedicated to successfully serving the State of West Virginia.



Miller Engineering is a Morgantown-based MEP firm that has completed projects for the WV Capital Complex, WVU, multiple WV DNR properties, and the Met Theatre in Morgantown. Mills Group has previously teamed with Miller Engineering on the Veterans Memorial and the HVAC Systems Upgrade on the Hawks Nest State Park.

Allegheny Design Services (ADS) is a Morgantown based structural engineering firm that specializes in extant resources. ADS has previously worked on the Pocahontas County Courthouse, Mylan Puskar Stadium, Monongalia General Hospital. The Mills Group has a great working relationship with ADS and is proud to team with a leader in structural engineering.



Boggs Environmental Consultants (BEC), is a leader in the field of environmental science and industrial hygiene. Boggs specializes in the identification/remediation of hazardous materials and environmental compliance; important elements of every historic rehabilitation project. BEC has an office located in Morgantown, WV.

Our team has the ability to handle the proposed project in its entirety. We also understand that any work produced as a result of this contract will become property of the Agency and can be used or shared by the Agency as deemed appropriate. The Mills Group has not had any vendor complaints filed with the State's Purchasing Division, disputes with other Agencies of the State of West Virginia that involved legal representation by either party relating to the firm's delivery of design services.

Examples of Work

Please find attached examples of our individual work. In addition, our qualifications and resumes will provide more detail as to our collective knowledge and backgrounds.

Should you have any questions, please do not hesitate to call 304-296-1010 or email me at mmills@millsgrouponline.com.

Thank you for the opportunity to work with the State of West Virginia's General Services Division.

Sincerely,

Michael Mills, AIA
Principal

Contact Information:
Michael Mills, AIA
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Morgantown, WV 26501
304-296-1010
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First and foremost, the Mills Group strives to achieve a balance of the overall project objectives with a realistic project budget. Success for each project comes from a complete understanding of the client's goals including programmatic requirements, site constraints/opportunities, financial requirements, and visitor experience. The objectives and overall expectations are either predefined or formalized through a consensus process with the client and an assessment of the site requirements.



This understanding assists in establishing the organizational principles that will guide the project team through the design process. It will be achieved through a process of interaction and discussion with owners, directors and stakeholders in a series of workshops, both face to face and web based, as well as a design charrette. In preparation, the consultant team will carefully review the history and development of the projects, its strengths and weaknesses and undertake a review of similar projects to help understand the best strategies for success. The preliminary work will also include the preparation of a comprehensive draft program in the broadest possible terms.

The methodology to achieve the project objectives as agreed upon by the client are summarized in the following bullet points:

1. **R**esearch and Data Collection
2. **O**bserve Existing Conditions
3. **A**nalyze and Identify Issues and Opportunities
4. **D**evelop Alternatives
5. **M**ake Recommendations and Create a Solution
6. **A**ssemble Final Deliverables
7. **P**resent to the Stakeholders and Potential Funders

To expound on the summary above, the following paragraphs detail our approach:

1. **Research and Data Collection**

The approach to this planning project starts with an understanding of the physical and cultural evolution of the existing buildings and site through a detailed research effort. The research would include the review of written documents, photographs, drawings, and conversations with the previous consultants and project managers. This process would include review of collections and previously executed planning documents and conceptual designs. It is important for the team to understand the client's overarching Vision-Mission-Mandate as it exists currently and how it might change.



2. **Observe Existing Conditions**

This segment includes a walk-through of the building, community or site to conduct a visual inspection of the surroundings. The assessment phase of any project includes evaluating the site in its rawest form. We will consult available construction drawings of the original site or structures, as well examine any additions or modifications made over the years.

3. **Analyze and Identify Issues and Opportunities**

We work with a select client group to determine the project requirements and the programmatic elements for the current and future uses. Together, we will consider for future expansion or planning for the integration of new components. Potential users/visitors have a major impact on the site as a programmatic consideration. Other items that may have an impact on the site include the interpretive plan, artifacts, existing buildings, hours of operations, security requirements, common area requirements, utility infrastructure, and accommodations for ADA.

4. **Develop Alternative Design Concepts**

Our firm feels strongly that successful design solutions do not happen in some dark, back room by a single team member. Our design process involves a very interactive dialog with project stakeholders facilitated by our design team.

Today's architects employ the term, charette, to describe the process whereby they incorporate multiple parties and interests in a collaborative process to discover reuse solutions for historic buildings.

The design events combine planning, fundraising, political action, public support and creative thinking. The key to a successful charette is facilitation that brings design professionals to the table alongside developers, realty experts, building owners, non-profit interests, political representatives, members of the public and other stakeholders. Ideally in this forum, ideas and solutions come about as a response to constraints and issues that existing conditions or other forces have created.

The design charette will be key to the process. It will include a collective exploration of the site and the ideas and priorities for the client. It will review the findings of the consultant team in their preparatory work and focus the programming needs for the client. It will also establish a vision for the institution and develop the initial concepts for the site and the new facilities.

The design team will synthesize the data collected during the charette and generate architectural sketches and concepts, as well as establish general cost parameters. Typically, we propose two to three options during this stage.



5. **Make Recommendations and Create a Solution**

Before selecting the final approach, the team contacts appropriate regulatory agencies to determine what impact the review process might have on the final design. We generally invite state or local regulatory groups, the planning or zoning board, the local ambulance service, and fire department to review the planning documents. In our experience, involving regulatory groups early in the process expedites the resolution of concerns that might arise, resulting in a smoother approval process.

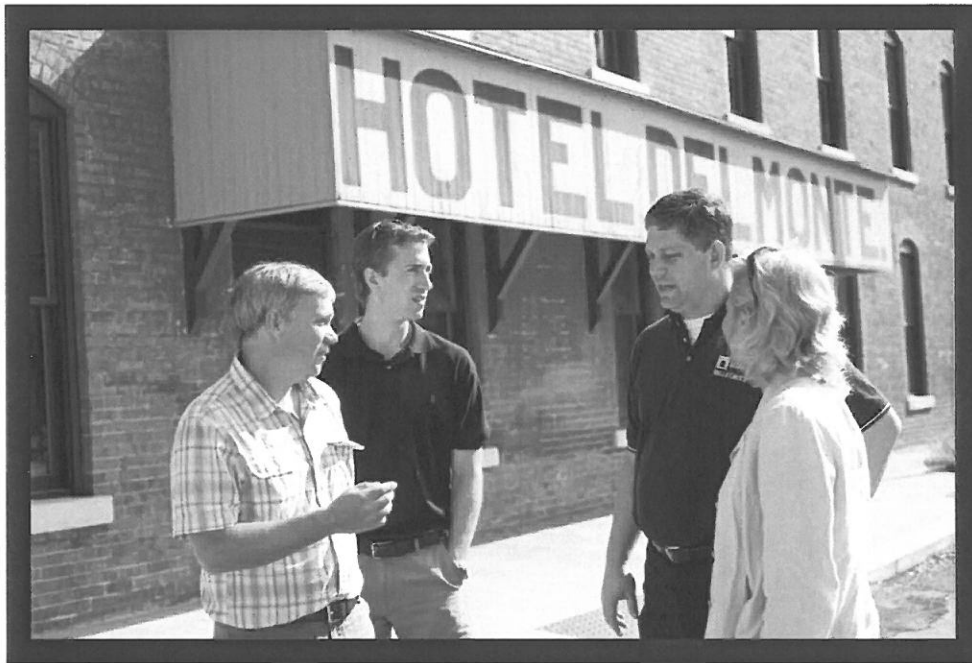
We feel strongly that proper due diligence allows for no false starts.

6. **Assemble Final Deliverables**

The Mills Group is unique in the industry with the deliverables of our final work products being of a high graphic quality in both a 2-D and 3-D format. Gone are the days of drawing on a flat plain, today everything is three dimensional to allow for stakeholders and potential funders to get a full sense of the master plan. Check out our virtual projects at <http://vimeo.com/millsgroup>. The final deliverable will be a focused and concise document that lays out the vision and rationale for the site and facility concepts.

7. **Present to Stakeholders and Potential Funders**

We are adept at presenting our work products to a range of client groups and funders. We feel that we are able to convey the vision of the design concept and convince folks of the value of investing in a great plan that is sustainable and achievable.



Effective project delivery is a result of sound project planning followed up with solid and dependable project execution from a technically competent and dedicated project team. The Mills Group commits to bring our ROADMAP project approach to each project.

Quality, aesthetics and economy need not be mutually exclusive. We develop master plans and provide consulting services for communities to function in the real world of competition and scarce resources, but at the same time we design plans and facilities that are aesthetically pleasing.

We develop design solutions with an understanding to create attractive facilities and systems within preset economic parameters. This means that as we design, we engage in a constant process of checks and balances regarding the cost of materials, equipment, and systems we specify against the life cycle cost of operation, maintenance and replacement. From almost any aspect, estimating and subsequent cost controls are critical to the success of this project. Client and subsequent debt holders will rely on these estimates for financial and investment decisions.

Mills Group makes the following commitments related to delivering quality design solutions and implementing sound cost control on this contract:

- o The Mills Group will provide the highest quality of service throughout our role as the Master Planner and for the duration of our entire contract.
- o The Mills Group will hold regularly scheduled quality team meetings.
- o The Mills Group will conduct peer office review of design products.
- o The Mills Group will use state-of-the-art technology to enhance design quality to the maximum extent possible.
- o The Mills Group will conduct conceptual cost analysis on the proposed master plan design, balancing cost savings versus quality and operational efficiency.
- o The Mills Group commits to designing in a manner intended to minimize construction costs as much as feasible while continuously maintaining the quality, durability and operational efficiency of the facilities.
- o The Mills Group executes all projects with a comprehensive sustainable design approach.



Because every project is unique, our project completion timeframe is responsive to the task. We have the capacity in-house to be responsive to the client's demands of schedule.

We meet regularly with our clients and ensure that we identify and meet each of their goals. Regardless of project size or scope, we dedicate ourselves to each task at hand and are expedient in our efforts to ensure that the project is on time and on budget.

The Mills Group follows the LEED standards and principals as developed by the United States Green Building Council as a best practice. These five tenents include creating sustainable sites, water efficiency, addressing energy and atmosphere, materials and resources and indoor air quality.

Mills Group also has state of the art computer software to create our building and land-use designs in 3D, conduct solar and wind studies, assess the potential for earthwork movement and graphically present digital renderings of each project.





We provide Solutions. You can expect Excellence.

Expression of Interest: GSD146440
Design Services for Various Maintenance Projects

Project Concept and Approach

· 3.1.5 – Building 84 · 3.1.7 – Building 88 · 3.1.8 – Building 5

Determination of existing conditions will be accomplished through a detailed, facility walk-through. In-depth interviews with owner's maintenance staff and management will occur to determine the concerns and issues arising from operation of the existing systems. Project schedules will be reviewed, and outlined with the owner after all investigations are complete.

Detailed analysis and measurements of mechanical systems, space allocation, and fact-checking will be done by comparing any existing drawings of the infrastructure with our field observations.

If required, building information modeling will occur to verify design solutions, occupancy and building capacity load. Experience with upgrades and systems repair, give the team valuable insight when conducting facility review.

Following the information gathering phase, our team will confer and design solutions for the projects. A recommendation will be made to the owners on approach. Integration into existing systems will be determined as a "best-approach" method in relation to applicable codes and standards. Owner review will be sought at this time against verification of scope.

The team will assist the owner in bidding and construction management of the project through closeout. Typically this portion of the project includes: pre-bid meeting attendance, and construction administration with multiple site visits, including "drop in" visits to ensure quality performance.

Project close-out will consist of verification of repair, demonstration/training, engineer witnessed TAB, approval of record drawing, reviews/approval of owner/operator manuals.





Firm Description

“Designing on the principles of the past and preserving for the future.”

The Mills Group is an established architectural practice focused on quality design and the revitalization of communities. Since 2005, Mills Group implemented the sensitive preservation of numerous historic buildings and guided clients in existing structure renovations.

The firm is diligent in understanding each client's spatial needs, the existing conditions, design goals, and budget. Our process is built on the foundation of research, client collaboration and communication, and creative solutions. We structure our restorations based on the Secretary of the Interior's Standards, taking a sensitive approach to restoration.

West Virginia abounds with unexpected architectural treasures. A goal of the practice is to embrace the architectural heritage of the region and to celebrate the best of the past, while promoting economic vitality for the future.

The firm serves a wide range of clients within the private sector as well as public agencies at the local, state, and federal levels. The former includes architectural and engineering firms, professional and not-for-profit organizations, foundations, institutions, corporations, individual property owners, and developers. Public-sector clients include numerous agencies responsible for the administration and stewardship of architectural and cultural resources, as well as a variety of development-oriented agencies.

The firm is committed to a quality end product derived from experience, diligence, and collaboration. We are committed to maintaining our dedication to the project from the earliest discussions to the close out of the construction phase of the project.

Overview of Services

ARCHITECTURE

The Mills Group focuses on residential, commercial, public and cultural facilities with an emphasis on traditional design principles and vernacular design influences. The firm designs new structures, which reflect the rich architectural character of the past, while specializing in in the rehabilitation and adaptive reuse of existing structures, emphasizing their cultural, historical and environmental context.

Our in-house architectural philosophy is “building on the principles of the past while preserving for the future.” Mills Group offers design solutions to address the client's needs and objective while translating their vision into reality.



SUSTAINABLE DESIGN

The Mills Group strongly believes in the principles of "green" architecture and environmentally sensitive design. We research and try to understand each site, developing architectural solutions while minimizing environmental impact. To put our sustainable philosophy into practice, we follow these guiding principles:

- Understand and preach the historic and cultural significance of each project, both on a micro and macro scale
- Utilize appropriate technologies to maximize building performance while minimizing environmental impact
- Create a symbiotic relationship with buildings and nature
- Use architectural design to strengthen and diversify the local economy
- Specify locally harvested and manufactured construction materials

The Mills Group approaches new design with the responsibility of being a "place-maker," creating a rich and engaging environment for people to live, work and play. Good planning and urban design concepts significantly enhance the real value of site developments while facilitating compliance with zoning, infrastructure and environmental regulations.

PRESERVATION

Each building the Mills Group works with presents a unique set of needs, therefore, our preservation solutions take a sensitive approach. The key to working with historic buildings is to understand the material, social and economic context during which the building was constructed. We take great care to research the types of materials historically used and develop preservation plans to blend 21st century solutions to age old problems.

The firm exceeds the standards set forth in the Secretary of the Interior's Professional Qualification Standards (36 CFR 61).

The Mills Group provides expertise in other areas of historic preservation including cultural resource management, reconnaissance surveys and interpretive displays. Our professional historians perform primary research to aid in the documentation and evaluation of historic sites which is oftentimes incorporated into a historic structures report or feasibility study. Our historians also conduct large scale historic resource surveys, complete National Register of Historic Places nominations, and provide objective analysis for review and compliance projects.

INTERIOR DESIGN and SPACE PLANNING

A unique feature of our office is our ability to incorporate quality interior design into our projects. After client consultations, our two interior designers create classic and timeless plans to convey our client's desires. Our designers try to incorporate locally sourced and sustainable materials in their designs, where possible. In addition, our designers consider the future needs of the clients, oftentimes providing a design that is able to grow with our client's needs.

FACILITY AND MAINTENANCE PLANNING

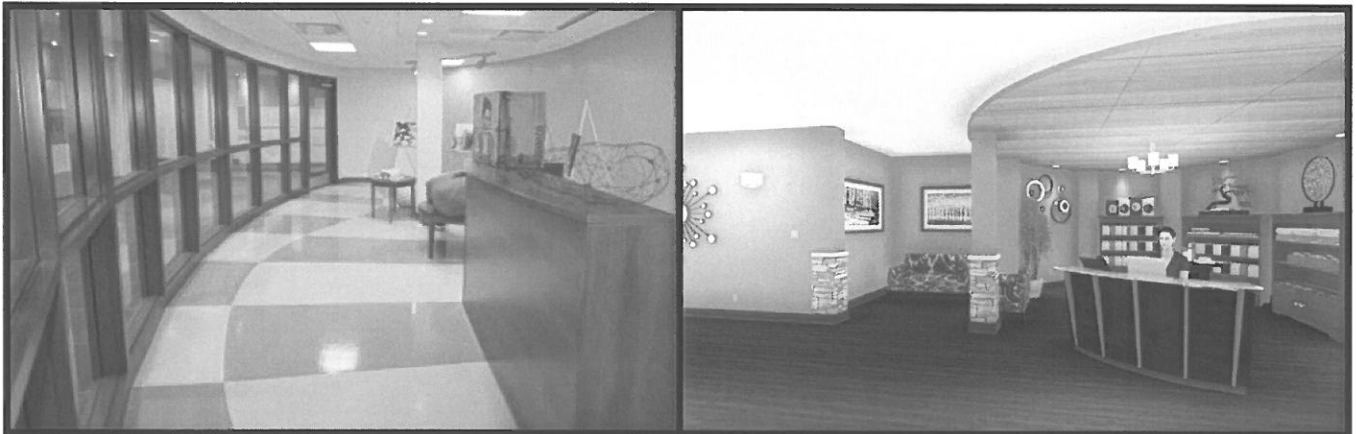
Our team has experience in developing facility maintenance plans that prescribe the routine work that is necessary to protect historic buildings and materials. Many times structural deterioration caused by a simple problem exacerbated by an uneducated or insensitive approach. Our plans provide easy to follow recommendations on how to care for historic properties and a calendar detailing when to conduct review of the building systems.

MUSEUM AND INTERPRETIVE EXPERIENCES

Museums are essential elements to educating the public about local cultural affairs although sometimes the approach doesn't meet the appetite of the public. The Mills Group can help organizations determine the physical and operational needs of a facility to create an optimal visitor experience, sustain collections and support a creative work environment. We believe that each experience begins with a collective dialogue between the facility staff, the needs of the collection, the desires of the benefactors and the targeted audience. Our goal is to provide facility design, space planning, content development and graphic services designed to engage the visitor and excite the staff.

DIGITAL REALIZATION

If a picture is worth a thousand words, then the Mills Group's digital imagery is worth much more! Building upon our existing knowledge of architectural development software, the Mills Group established a niche market in creating short videos for accident re-creation, historic site development and marketing videos. Attorneys appreciate having accurate depictions of events, which are especially helpful in reenacting accident recreations. Based upon available information such as police reports, victim statements and metrological events, the Mills Group can vividly reproduce the events which provide a multiple points of view. Our team also uses this technology to showcase the changes to a building over time such as the Blue Sulphur Springs Resort, which was destroyed by fire in the 1860s.





Allegheny Design Services

Consulting Engineers

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Morgantown, WV 26505
Phone: (304)599-0771
Fax: (304)212-2396
E-mail: Dave@AlleghenyDesign.com
Web: www.AlleghenyDesign.com

FIRM PROFILE

Allegheny Design Services is a consulting engineering firm specializing in Structural & MEP building design and building analysis.

Dedicated to serving West Virginia and the surrounding region, ADS recognizes the need for reliable and full service engineering support. ADS provides all phases necessary for the successful completion of a building project including schematic design studies, design development, construction documents and specifications, and construction administration. We currently hold licenses in West Virginia, Pennsylvania, Maryland, Virginia, District of Columbia, South Carolina and Ohio.

ADS's experience in Design and Project Management includes:

- Commercial Facilities
- Industrial Facilities
- Institutional Facilities
- Educational Facilities

ADS was established by David Simpson, PE, MBA, in 2002 as a result of a need in North Central West Virginia for reliable structural engineering services. In 2009 MEP engineering services were added, led by Mike Chancey, PE. ADS utilizes a combination of office technology and a motivated staff to deliver projects typically up to \$50 million in construction value. Our clients include architects, contractors, developers, attorneys, and insurance companies.

ADS currently utilizes the latest engineering design and BIM software for the development of project work.

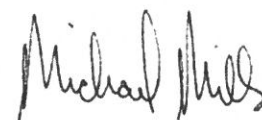
Firm Staffing: Who are we?

Our firm currently has nine technical staff members located in the Morgantown office and an office manager/administrator. Our Wheeling office has three technical associates and an office manager. Although we have two offices, we work very closely together and frequently meet through the use of interactive web conferencing and in-person get-togethers. Each team member has a well-rounded architectural background while also possessing a specific area of excellence. Resumes of the technical staff are included in this proposal.



Michael Mills, AIA will be responsible for this project and has the full authority to execute a binding contract on behalf of the firm.

Michael Mills, AIA
63 Wharf Street, Suite 300
Morgantown, WV 26501
304-296-1010
mmills@millsgrouponline.com



Michael J. Mills, AIA

Principal Architect



Education:

BS, BARCH/1993/
Rensselaer
Polytechnic Institute

Professional Registrations:

West Virginia
Virginia
Ohio
Pennsylvania
Massachusetts

Mr. Mills leads all facets of the daily operations of the Mills Group. Mr. Mills has nineteen years of experience in historical preservation, architectural design, and planning. Through his extensive work with historic structures, he has a detailed working knowledge of the Secretary of the Interior's Standards for Historic Preservation Projects. His work includes interior and exterior preservation, window restoration, foundation waterproofing, roof repair, integration of MEP systems in a historic structure and the design of interpretive exhibits for historic structures. The other aspects of his work include historic design guidelines, contextual design of new structures, and the issues related the revitalization of main streets across the country.

Preservation Experience:

Metropolitan Theatre - Morgantown, WV

The Mills Group acted as associate architects on the step-by-step restoration. The project paired architects with multiple organizations to accomplish an array of tasks. The challenge was coordinating disparate entities to deal with technical, preservation, life safety and code issues in an operational performing arts facilities.

Capitol Theatre- Wheeling, WV

The Capitol Theatre is a Beaux Art building located in the heart of downtown Wheeling. Constructed in 1922, the building underwent a rehabilitation on its terra cotta façade. Mills Group prepared architectural specifications and bid documents as well as oversaw the procurement process. Our team attended on-site visits with the building owner, potential contractors, structural engineers and terra cotta experts to ensure that the project is completed successfully.

Morgantown Museum- Morgantown, WV

The City of Morgantown hired The Mills Group to redesign the lower level interior of the Monongalia Arts Center to serve as the new and expanded City Museum. The space once served as a warehouse for the US postal service and was a blank canvas. The team designed public restrooms and the interior wall layout for displays. The Mills Group interior designer also selected finishes and details to transform the space. The team also composed the graphic design and signage to illustrate the new displays.

Lynnside Manor Historic Structure Evaluation/Rehabilitation Tax Credit

Project- Sweet Springs, WV

Led the architectural team and coordinated the consultant team to restore an antebellum plantation built circa 1845 and later suffered from a devastating fire in 1933. Oversaw development of architectural design and completed a historic rehabilitation tax credit application for the building.

WV Veterans Memorial - Charleston, WV

The West Virginia Veterans Memorial site and structure was intensely surveyed by The Mills Group team on April 3, 2013. The general overview involved a visual condition assessment of the structure's components utilizing the standard Uni-format outline to ensure that all issues were addressed in a logical order. This report is not meant to be a specification to execute the work but simply provides a description of the item or issue, a narrative for the condition, and a recommendation for the approach to execute.

Willey Mansion - Morgantown, WV

The Mills Group was contracted by the Morgantown Historic Landmarks Commission to survey the home and compile a feasibility study to determine what steps were necessary to adaptively reuse the building. An intense assessment was performed on the building systems, the conditions of the exterior envelope and interior finishes. The report details upgrades and changes that is necessary for the reuse of the building.

Price House - Kingwood, WV

This project is working to restore a historic house on the edge of downtown. The house will be brought back to it's original character and possibly be used as business/retail space. The adjoining addition will be added onto again and transformed into student housing. A fire egress stair will connect it to the Beauty College.

The Development of a Maintenance Manual, Independence Hall- Wheeling, WV.

Created a Maintenance Manual for the care and preservation of a new mural placed inside the courtroom at the Custom House in Wheeling featuring the creation of the state of West Virginia.

Kump House - Elkins, WV

The Kump House Trust and City of Elkins hired The Mills Group to execute a historical structures report and conceptual design for the re-use of the 1923 Neo-Classical mansion as a mixed use educational facility. Great emphasis for sustainable practices were considered.

Duffields Station- Jefferson County, WV

The Mills Group created a master plan for Duffields Station, the oldest extant B&O Railroad station in (West)Virginia. The team conducted historic and architectural research to understand the phases of development of the stone and timber building and worked with the client to understand their future needs for the building. The team produced a conceptual design and phased plan to redevelop the historic building and assist the owners in obtaining future funding opportunities.

Scottish Rite,-Wheeling, WV- Members of the Scottish Rite asked the Mills Group to assist them with the restoration of their historic plaster ceiling. After previously assisting them with a SHPO development grant to replace their leaking rubber roof, the Mills Group created plaster restoration specifications and worked with their contractor to ensure that the project met the Secretary of the Interior's Standards and restored the ceiling back to its former glory.

Berkeley Springs Train Depot- Bath, WV- The Town of Bath asked the Mills Group to design the rehabilitation plans for the historic Berkeley Springs Depot. The depot is an important local architectural landmark that symbolizes the bustling, thriving center of activity that once emanated from the railroad serving the town. The rehabilitation includes the stabilization and restoration of the clay tile roof as well as master planning of the adjoining 2.1 acre site. The Mills Group researched historic maps and photographs to produce a three-dimensional understanding of the train depot and how it changed over time as well as a conceptual site layout.

Wesley United Methodist Church- Morgantown, WV. Church officials asked the Mills Group to redesign their building to increase its accessibility and create a more comfortable arrival experience. In order to create better circulation between the original church and gymnasium addition, the team designed a new entrance, an interior arrival space and elevator to allow access throughout the building. Mills Group also suggested different uses for existing spaces, using conceptual designs to illustrate better movement and function to the congregation.

WVSHPO 2013, 2012, 2011, 2010, 2009, 2008, 2007 Grant Monitoring - Various locations, WV

In 2006 the Mills Group began assisting the West Virginia State Historic Preservation Office by facilitating a necessary component of contract administration, closely observing and aiding every aspect of the work. Mills first inspects the site, then helps to lay out the scope of work and craft the requests for proposals as well as reviewing the proposals. During the construction phase, architects provide technical assistance and a final inspection. Since 2006, the Mills Group has provided this service at dozens of historic sites in the state of West Virginia.

Victor R. Greco, AIA

Principal Architect



Mr. Greco leads our Wheeling Office and has over thirty years of experience in historical preservation, architectural design and planning. Victor takes a holistic approach to create design solutions that address the complexities of historic restoration projects, as well as programming and master planning for future growth. He is detail-oriented and pragmatic, working hands-on with clients to ensure their needs are served efficiently and comprehensively. Victor has been recognized state wide with numerous awards and news articles on his projects and accomplishments. He is very active with Rotary and serves as President on the 2013 Easter Seals Board.

Education:

BS, BARCH/1983
University of
Kentucky

Professional Registrations:

West Virginia
Maryland
Ohio
Pennsylvania
NCARB Member

Experience:

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(While with SMG Architects Inc. 1987-2013)

The Stone Center at Market Place - Wheeling, WV

Restoration of stone and brick facades, decorative metal cornice and large wood windows; all done in strict accordance with the Secretary of Interiors Standards for Rehabilitation. Complete rehabilitation of building infrastructure, including new stair towers, elevators, lighting, environmental systems, sprinklers, fire alarm and handicap accessibility. Restoration included installation of a new central building lobby.



Victor R. Greco, AIA

Historic Beverly Heritage Center - Beverly, WV

This project included the restoration of four historic buildings in Beverly, WV. Beverly Bank, the Former Randolph County Courthouse, the Hill Building, and the Bushrod-Crawford Building have been restored and an enclosed gallery space has been added to the rear of the buildings, allowing for a central entry point to the Heritage Center and additional space for exhibits.

B&O Building Roof/Parapet Restoration - West Virginia Northern Community College, WV

Victor led the restoration of the roof of this former 1908 railroad station turned Community College. Materials included green glazed clay tile and a copper-coated steel roofing system. Terra cotta parapets, an ornate balustrade and 46 rounded dormers requiring full window replacement were restored.

Main Hall Parapet Restoration - West Liberty State College, West Liberty, WV

The restoration of the exterior perimeter parapets of the Main Hall Building included the removal and repointing of masonry and limestone mortar joints; rebuilding of the masonry parapet and limestone cornice at several corners and replacement of the limestone cornice cap and counter flashing.

Elmhurst-The House of Friendship- Wheeling, WV

A 5-story, 19,600 sq.ft. addition to this premier retirement facility. The building program included administrative offices, multi-purpose and support areas, as well as 8 one-bedroom suites and 4 two-bedroom suites. The addition was designed to marry with the existing structure to create a seamless transition between the old and new, both inside and out.

Facade Restoration, 1306 Market Street- Wheeling, WV

Victor led the restoration of this former 3 story retail store and apartment building. Façade deterioration over the years had been hidden by screening the front of the building. The restoration included removing the screening, repointing, cleaning and sealing the existing brick masonry underneath and restoration all of the architectural wood details and windows.

Hughs Hall Facade Restoration - West Liberty State College, West Liberty, WV

The six-story façade of Hughes Hall underwent complete restoration including cleaning, repointing, repair and waterproofing. Exposed steel lintels at window and door openings were repaired, and the two-story limestone front porch columns and stone header were restored.

B&O Railroad Station- Oakland, MD

Following the design of a master plan and interior alterations, this historic 1884 Baltimore & Ohio Railroad station became a new visitor center for the town of Oakland. The award-winning facility includes a small theater and museum. The meticulous restoration used slate mined from the same quarry that produced the original stone.

Victor is a Commissioner on the West Virginia Archives and History Commission, St. Michael's School Board Member and Past Chairman, Salvation Army; Board Member, and Member of the Wheeling Historic Landmarks Commission.

Ryan K. Hess, LEED AP

Director of Sustainable Design



Ryan is responsible for leading the office in the sustainable design market and serves as our expert on LEED projects. As such, Ryan pursues client opportunities, manages projects, and incorporates sustainable principles into all his designs. Ryan has also improved the efficiency of the office through in-house project management. Additionally, Mr. Hess also volunteers his time lecturing to students interested in pursuing a career in architecture, mentors architectural interns as well as serves on various city redevelopment committees.

Experience:

Cowen Depot Feasibility Study and Master Plan - Cowen, WV

The Glade District Improvement Company contracted the Mills Group to create a feasibility study and master plan for the Cowen Depot. After assessing the condition of the building, Mills Group conducted a study to determine the best reuse for the property. This plan included creating a small pocket park while the building was adapted to include a cafe, kitchen and farmer's market. In addition to the written report, Mills Group created a 3-D animation of the proposed site.

Williamson Community Garden - Williamson, WV

Mills Group was sought out by the JOBS Project and the City of Williamson to study a vacant city lot and assess the potential reuse as a community garden. Located directly across the street from a neighborhood, such use would provide adequate food and crop supplements for the area residents.

Morgantown Market Place - Morgantown, WV

Mills Group collaborated with the City of Morgantown, its Parking Authority, and Main Street Morgantown to design a structure that serves as an outdoor market, as well as sheltered parking for employees and patrons of the city's downtown business district.

Such a structure is sustained by its fabricated steel construction, solar reflectant metal roof which mitigates urban heat island effects, and rainwater collection. Water falling on the roof will be harvested on site and will irrigate the native species vegetation that doubly acts as a bio-swale, which naturally filters pollutants in the rainwater that collect from the parking surface, as well as regenerates the site's soils.

Urlings General Store Building - Wayne, WV

The Mills Group was contracted by Coal Field Redevelopment Corporation to execute a design charrette for the adaptive reuse of this historic building in the middle of Wayne, WV. The Mills Group has subsequently been awarded the task to complete the construction documents for this mixed use project.

Clear Mountain Bank Masterplan - Bruceton Mills, WV

The client's desire for this project was for an addition to an existing structure, but to also consolidate existing redundant office space, while improving on the aesthetic presence of the site within the city. To achieve this, Jared developed a 3d model of the entire town of Bruceton Mills. This allowed for the proposed improvements to be viewed within the context of the surrounding mountain ranges, terminus points of the main thoroughfares, and surrounding buildings.

WVU Greek Masterplan - Morgantown, WV

West Virginia University Greek Fraternities and Sororities have identified a need for strategic planning of existing and future facilities. Initiating current chapter presidents, alumni, University and City officials, and local landowners, this preliminary plan outlays the feasibility of such efforts for WVU and the community.

Camp Caesar - Cowen, WV

Stabilization of Council Circle, the only covered 4-H Council Circle in the state of West Virginia. Built in 1928 and relocated in 1961, this structure was in need of rehabilitation after heavy snowfall greatly affected the structure in the winter of 2009. Assisted Camp Caesar in a grant application for the funding to properly restore it to its glory.





B. Craig Miller PE, LEED-AP

President · Principal Engineer

Founder of Miller Engineering in 2003, he serves as President and Principal Engineer; Craig has more than (20) years of experience in design, specification, and project management. During his employment with WVU, he was directly involved with approximately \$130 million in new capital construction. Craig has served as principal engineer on over \$75 million dollars in MEP projects.

Experience in a wide range of projects including HVAC, electrical, plumbing, infrastructure upgrades, building automation, energy efficiency, and maintenance/renovation among others, allow him to serve in multiple capacities within our complete assessment process. Engineered solutions that are constructable and designed with maintenance simplicity are guiding principles in all of the firm's projects.

PROFILE

President

- Principal Engineer in Responsible Charge and Project Manager
- Design of Mechanical, Electrical, Plumbing Projects
- Concept and Construction Design
- Business Operations and Financial Management Oversight
- Quality Assurance and Control

PROFESSIONAL PROJECT HIGHLIGHTS

- Greer Industries HVAC and Systems Upgrade
- Cheat Lake Elementary HVAC Upgrade
- Metropolitan Theater HVAC Upgrade
- Advanced Surgical Hospital HVAC Design
- MedExpress Renovation, Data, MEP Design/Upgrade
- WVU Chestnut Ridge Research Building HVAC Upgrade
- Hawk's Nest Lodge HVAC Upgrade

EMPLOYMENT HISTORY

2003- Present	Miller Engineering, Inc.	President and Principal Engineer
2002-2003	Casto Technical Services	Existing Building Services Staff Engineer
2001-2002	Uniontown Hospital	Assistant Director of Engineering
1995-2001	West Virginia University	Staff Engineer
1990-1995	BOPARC	Caretaker, Krepps Park
1983-1988	University of Charleston	Electrician/HVAC Mechanic

EDUCATION

1995	West Virginia University, BS-Mechanical Engineering
1988	University of Charleston, BA-Mass Communications

LICENSE/CERTIFICATION

- Professional Engineer (West Virginia, Pennsylvania, Maryland, and Ohio)
- Licensed Master Plumber and LEED-AP Certified



Robert Angus

Construction Project Representative

Expertise in project management is at the forefront of Robert's abilities and during the past (10) years he has been directly involved with over \$30 million dollars of construction projects. Years of maintenance, operations, plumbing, and HVAC construction add valuable knowledge and experience to our complete assessment process.

Robert's hands-on experience enables him to interface with construction personnel seamlessly alongside engineers and architects. He is adept at preventing, mitigating, and resolving construction issues. He is involved at the site evaluation and estimation phase to enhance outcomes of collaboration for all stakeholders' interest and to help ensure constructable designs.

PROFILE

Construction Review, Estimation, and Building Information Modeling

- Construction Project Administration
- Site Evaluation, Mechanical System Review
- Submittal Review and Project Planning
- RFI, RFPCO Review and Response

PROFESSIONAL PROJECT HIGHLIGHTS

- Greer Industries – HVAC and Systems Upgrade
- 3RD Party Construction Observation – Canaan Valley Resort
- Cheat Lake Elementary HVAC Upgrade
- Suncrest Middle School Gym HVAC Upgrade
- North Elementary School Boiler/AC
- Mapletown Jr./Sr. High School HVAC/Boiler Upgrade
- WVU Research Building Office Renovation

EMPLOYMENT HISTORY

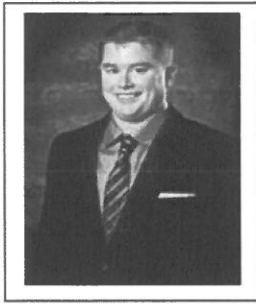
2009- Present	Miller Engineering, Inc.	Construction Project Representative
2000-Present	Angus Contracting, LLC	Owner/Project Manager
1991-2000	BOPARC	Director of Maintenance

EDUCATION

2000	Monongalia County Technical Education Center	Heating, Cooling, and Refrigeration Certification
1996	West Virginia University	Recreation and Parks Administration

LICENSE/CERTIFICATION

- Licensed WV General Contractor
- Licensed HVAC Contractor and Certified Mechanical Contractor
- Licensed Journeyman Electrician
- Licensed Master Plumber
- OSHA 10-Hour Construction Safety & Health



Travis Taylor, PE

Staff Engineer

Experience in project management facilitates Travis's ability to create and design constructable projects. Prior to joining the Miller Engineering team he was directly responsible for managing \$10 million in electrical construction budgets. His experiences encompass both new construction and renovation. Travis maintains professional competencies by attending seminars and continuing education classes.

As a staff engineer, he provides HVAC, Mechanical, Plumbing, and Electrical design solutions and services for our clients. Travis's hands-on electrical and HVAC construction experience enable him to provide engineered solutions with consideration of maintenance. In addition, he is part of our team's complete assessment process in both planning and MEP design through construction administration.

PROFILE

Engineer

- Design of Mechanical, Electrical, and Plumbing Systems
- Constructable Design and Materials Evaluation
- Site Evaluation and Mechanical System Review
- Submittal and RFP Review
- RFI Coordination, Review, and Response
- Construction Observation

PROFESSIONAL PROJECT HIGHLIGHTS

- WVU Football Stadium Scoreboard
- WVU Lot 81 Parking Improvements
- WVU Temperature Control Upgrades
- Holly River State Park Primary Electric Service Replacement
- Tygart Lake State Park Bath Beach House Renovations
- Pipestem State Park Switchgear and Piping Replacement
- North Elementary Gym HVAC Upgrade
- Suncrest Middle School Gym HVAC Upgrade

EMPLOYMENT HISTORY

2011- Present	Miller Engineering, Inc.	Staff Engineer
2006-2011	Tri-County Electric, Co.	Project Manager

EDUCATION

2006 West Virginia University, BS – Mechanical Engineering

LICENSE/CERTIFICATION

- Professional Engineer - State of West Virginia
- OSHA 10-hour Course: Construction Safety & Health



Allegheny Design Services

Consulting Engineers

102 Leeway Street
Morgantown, WV 26505
Phone: (304)599-0771
Fax: (304)212-2396

E-Mail: Dave@AlleghenyDesign.com
Web: www.AlleghenyDesign.com

David R. Simpson, PE, SECB, MBA President

Education:

West Virginia Institute of Technology - B.S. Civil Engineering
West Virginia University - Masters Business Administration
West Virginia State College - Architectural Technology

Professional Registrations:

Year first registered: 1984

West Virginia, Pennsylvania, Maryland, Virginia, District of Columbia, South Carolina, Ohio, Structural Engineering Certification Board and National Council of Examiners for Engineering and Surveying

Professional Memberships:

American Society of Civil Engineers, Structural Engineering Institute, Charter Member, American Concrete Institute, American Institute of Architects – West Virginia Chapter, American Institute of Steel Construction, Inc., American Iron and Steel Institute Member

Professional Experience:

Responsible for project management and design at Allegheny Design Services. Experience includes over 32 years in structural design and project management for industrial, commercial, institutional, and nuclear/chemical facilities utilizing steel, concrete, masonry, and wood. Past accomplishments include design and construction administration of health care facilities, hotels, schools, shopping centers, aircraft hangars, numerous retail facilities, and numerous forensic engineering assignments. Experience has been obtained from the following assignments:

Experience Record:

Allegheny Design Services, LLC, President,	May 2002 to Present
R.M. Gensert and Associates, Vice President,	August 1998 to May 2002
West Virginia University, Assoc. Director Construction	August 1988 to August 1998
Simpson Engineering, Owner	August 1988 to August 1998
CECO Buildings Division, Senior Structural Engineer	April 1985 to August 1988
Rockwell International, Facility Structural Engineer	March 1982 to April 1985
Bellard Ladner & Assoc., Staff Structural Engineer	Sept. 1981 to March 1982
PPG Industries, Facility Structural Engineer	January 1980 to Sept. 1981

Additional Professional Experience:

Experience encompasses design, project management, and construction administration for reinforced concrete, structural steel, precast concrete, masonry, and wood structures. Multiple structural evaluations and expert witness for structural damage due to subsurface mining subsidence, floods, ice, wind and construction errors.



Allegheny Design Services

Consulting Engineers

102 Leeway Street
Morgantown, WV 26505
Direct Dial Phone: (304)581-6949
Main Office Phone: (304)599-0771 Ext. 327
Fax: (304)212-2396
E-mail: Jillian@AlleghenyDesign.com
Web: www.AlleghenyDesign.com

Jillian R. Nutter, EIT Jr. Structural Engineer

Education:

West Virginia University – B.S. Civil Engineering

August 2007 – May 2011

Professional Registrations:

WV EIT Certification

Continuing Education:

North Carolina State University – Master of Civil Engineering

August 2012 – Present

Professional Memberships:

American Society of Civil Engineers
Chi Epsilon

Professional Experience:

Responsibilities include engineering design of structural steel, reinforced concrete, reinforced masonry, wood, foundations and analysis of existing systems.

Experience Record:

Allegheny Design Services
Jr. Structural Engineer

January 1, 2013 – Present

North Carolina Department of Transportation
Engineering Technician

September 2012 – December 2012

Additional Professional Experience:

Project Experience (past and present) includes:

Triple S. Harley Davidson, Morgantown, WV
Clarksburg Credit Union, Clarksburg, WV
College Park Apartments, Morgantown, WV
West Union Bank, Salem, WV
Urlings General Store, Wayne, WV
Mt. Morris BFS, Mt. Morris, PA
Sabraton Shoney's, Morgantown, WV
Suncrest BFS, Morgantown, WV
WVU Puskar Stadium AD Suite, Morgantown, WV
Elkins Coal & Coke Building, Masontown, WV



Allegheny Design Services

Consulting Engineers

102 Leeway Street
Morgantown, WV 26505
Phone: (304)599-0771 Fax: (304)212-2396
E-mail: Jason@AlleghenyDesign.com
Web: www.AlleghenyDesign.com

Jason D. Robinson, PE Associate Engineer

Education:

West Virginia University - B.S. Civil Engineering

Professional Registrations:

Professional Engineer - West Virginia

Professional Memberships:

Member of AISC
Associate Member of ASCE

Continuing Education:

WVU Steel Design – Fall 2007
AISC - Façade Attachments to Steel Frames - September 20, 2007
ASCE - Reinforced Masonry: Design and Construction - November 8, 2007
TSN - Cold-Formed Steel Seminar – Load Bearing and Curtain Wall Systems - December 4, 2008
Lincoln Electric Co. - Blodgett's Welding Design Seminar - October 13-16, 2009
Steel Camp – November 4-5, 2010
The New 14th Edition Steel Manual – October 25, 2011

Professional Experience:

Responsibilities include structural engineering design, construction documents, quality control and field engineering.

Experience Record:

Allegheny Design Services, Associate Engineer June 1, 2007 to Present

Additional Professional Experience:

Bridgeport Public Safety Substation, Bridgeport, WV
Canaan Valley Institute, Davis, WV
Charles Pointe BFS, Bridgeport, WV
Fairmont AFRC, Fairmont, WV
Gabriel Brothers Renovation, Clarksburg, WV
Genesis Youth Crisis Center, Clarksburg, WV
Goshen Baptist Church, Morgantown, WV
GSA, Charleston, WV
GSA DOE, Morgantown, WV
ICC Parish Center, Clarksburg, WV
Mason Dixon, Bridgeport, WV
Mylan Upper Warehouse to Labs, Morgantown, WV
Progress Centre 2, Bridgeport, WV
WVU Child Development, Morgantown, WV
White Oaks Progress Center, Bridgeport, WV

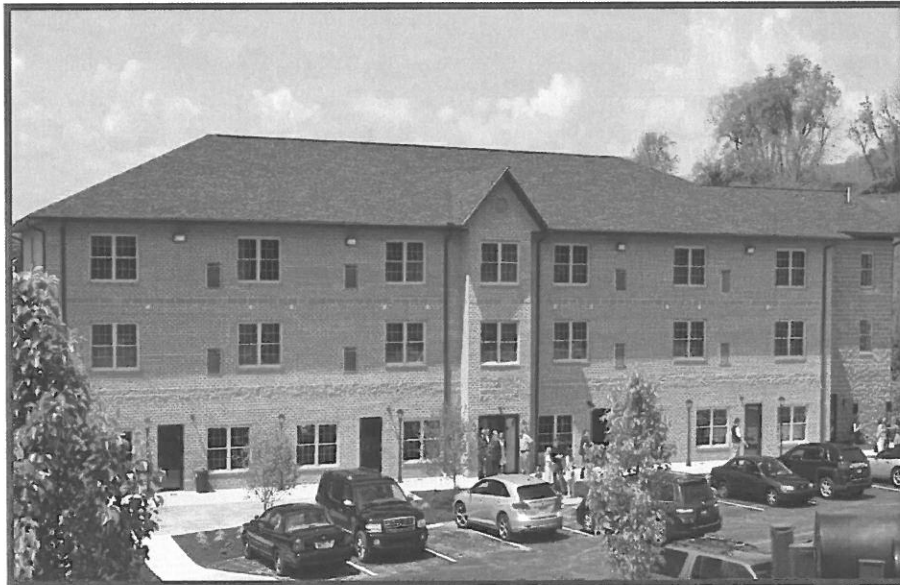


Affirmation

Our team has the ability to handle the proposed project in its entirety.

We also understand that any work produced as a result of this contract will become property of the Agency and can be used or shared by the Agency as deemed appropriate.

The Mills Group has not had any vendor complaints filed with the State's Purchasing Division, disputes with other Agencies of the State of West Virginia that involved legal representation by either party relating to the firm's delivery of design services.





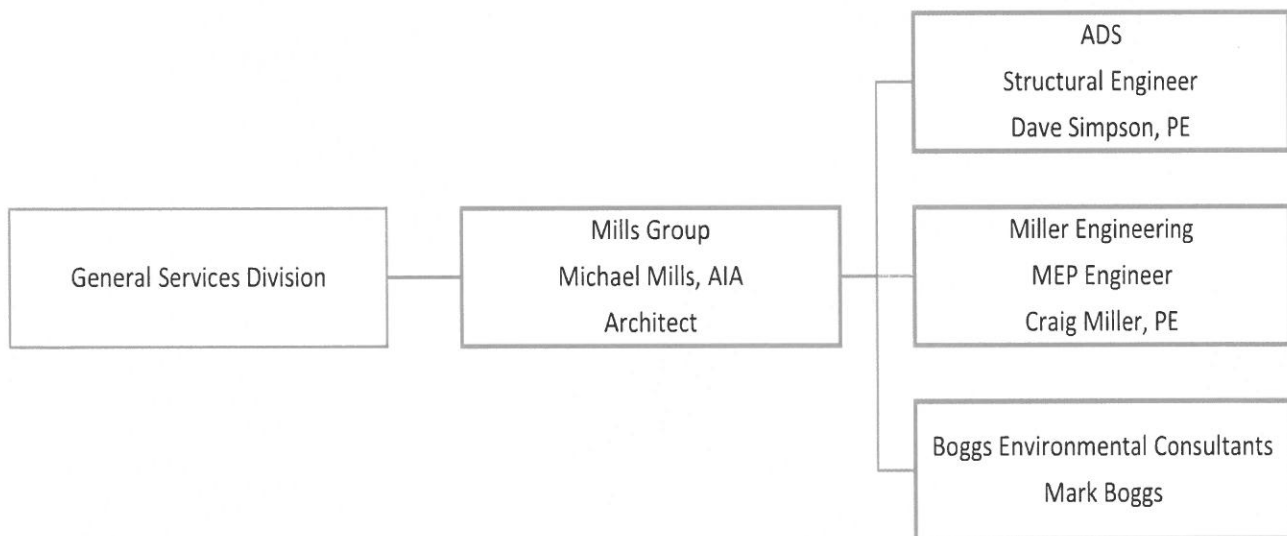
Project Organization

The proposed work will take place out of the Mills Group's Morgantown Office with support work provided by the Wheeling Office. Michael Mills, AIA will manage the project.

Morgantown Office:
The Weiss Building
63 Wharf Street, Suite 300
Morgantown, WV 26501

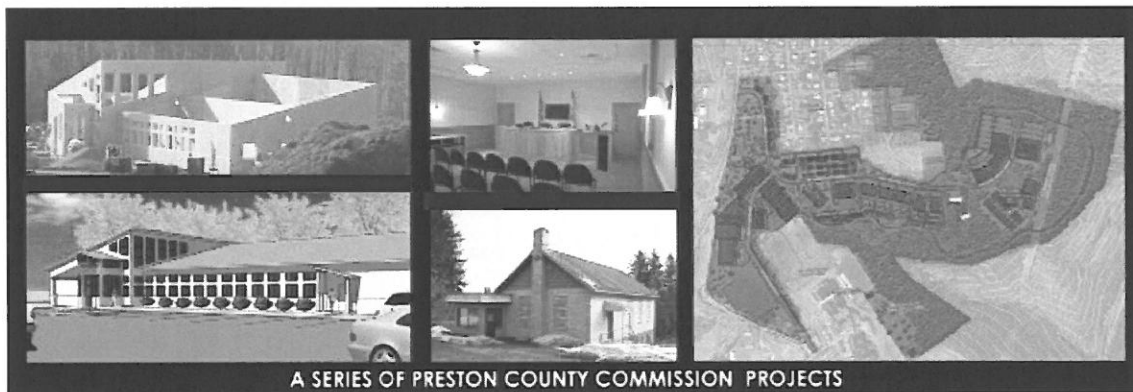
Wheeling Office:
The Kaley Center
53 14th Street, Suite 607
Wheeling, WV 26003

Organizational Project Tree



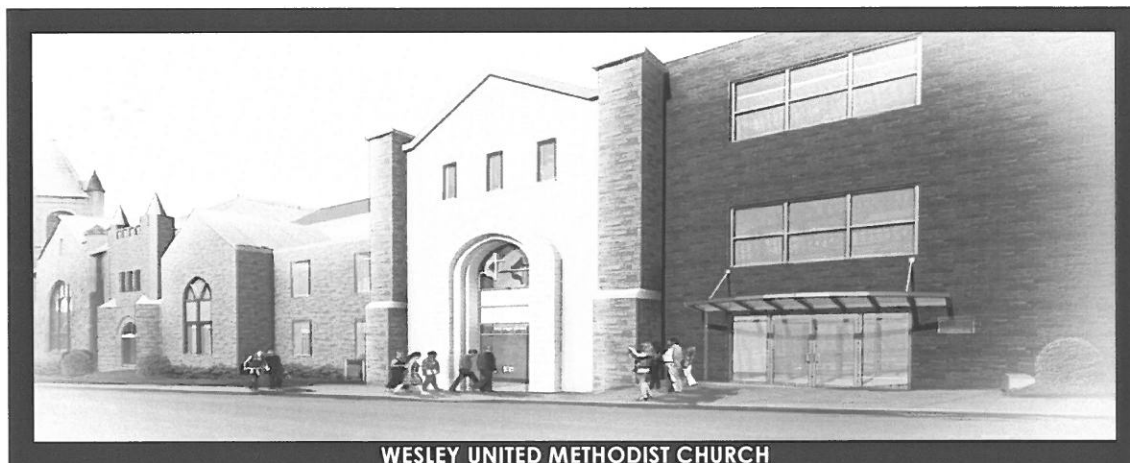
The Mills Group has a wealth of experience within the architecture, preservation and planning divisions.

Architecture: Since the summer of 2007, the Preston County Commission chose the Mills Group as their architecture of choice. Our work together included the design of the County Commission's public meeting room and secure storage facility. Our team developed construction documents for a 7,000 sq. ft. Call Center/Office of Emergency Management and master plans for a 220 acre County Farm and Sherriff's facility.

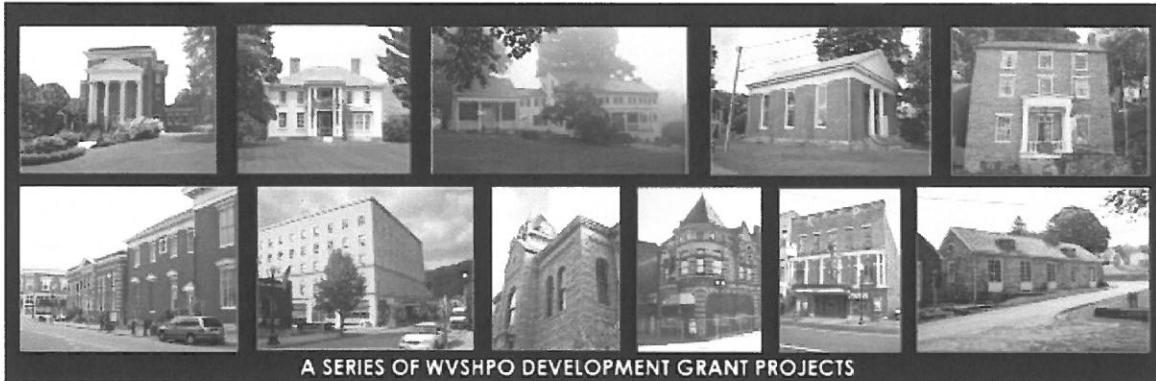


More recently, the Mills Group designed a new 109 room Homewood Suites hotel in the Charles Pointe Development in Bridgeport. This design caters to the long-term traveler with each suite containing a small kitchen, a generous bath and ample space to create a living room arrangement. This project cost approximately \$8 million to complete.

Our team provided design services for the Wesley United Methodist Church to create a functional and aesthetically pleasing entry into their community facility. This accessible design accommodates members and guests by following the ADA guidelines.



Preservation: Since 2006, the State Historic Preservation Office (SHPO) annually awarded the Mills Group a contract to provide technical assistance and grant monitoring for a range of projects ranging in construction value from \$5,000 to \$350,000. The scope of work often range from masonry and window restoration, to roof and exterior millwork rehabilitation. Our clients range from the homeowner with no construction background to facility maintenance directors with numerous years of experience.



Michael Mills, our firm's founder manages this contract because of his desire to interact with clients across the state and educate both historic property owners and contractors on proper preservation techniques.

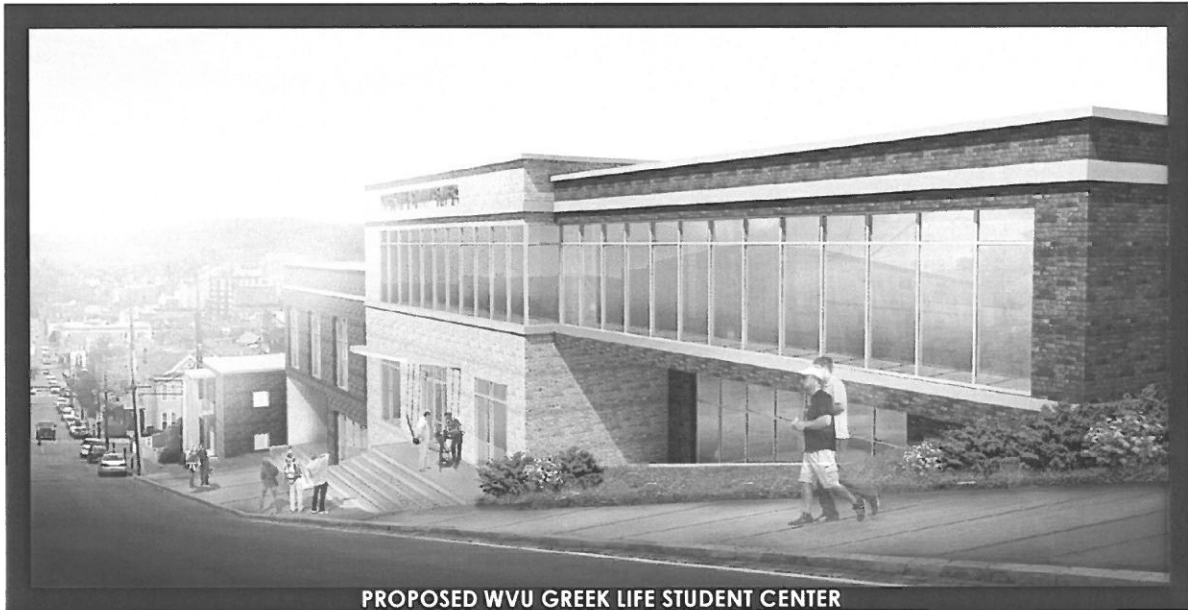
We recently developed a rehabilitation plan for the Berkeley Springs Train Depot. This project included conducting historic research and material analysis of the clay tile roof in order to specify the correct shape of the tile. Additionally, the project included a Section 106 compliance narrative illustrating the project's adherence to the Secretary of the Interior's Standards for Rehabilitation.

Vic Greco, principal architect, designed the award winning historic rehabilitation of the B&O Railroad Station in Oakland, Maryland. This building became the town's new visitor's center and includes a small theatre and museum. In order to replicate the original design, the team utilized slate mined from the same quarry as the original roof tiles.



Our historic resources staff recently completed a county wide reconnaissance survey of Grant County, identifying over 700 historic buildings. These resources were each documented with high resolution photography, described on a Historic Property Inventory form and pin pointed on a topographic GIS map. This project's future goal is to give the State Historic Preservation Office an "at a glance" understanding of the county's historic resources and allows them to provide quick feedback for potential project impact.

Planning: The Mills Group believes that sound planning practices are the best way to ensure long term success of a project. In 2013, the Greek Life Center at West Virginia University hired Mills Group to complete a master plan of the Greek Village. This plan, rendered digitally in 3-D, provided a graphic illustration of the possibilities of the project area utilizing the undulating topography to create an interesting and diverse design.



PROPOSED WVU GREEK LIFE STUDENT CENTER

West Virginia University hired the Mills Group to develop a master plan for a housing development catering to visiting professors. This project, in addition to site design, aimed to preserve the pastoral feeling of the agricultural area. Our planners conducted solar and wind studies to determine the best placement for the homes.



PROPOSED RESIDENTIAL MASTER PLAN

West Virginia Veterans Memorial Restoration

Location: Charleston, West Virginia
Client: WV State Purchasing Division
Services: Conditions Assessment Report
Construction Value: N/A

The Weiss Building
63 Wharf Street, Suite 300
Morgantown, WV 26501
(304) 296-1010

The Kaley Center
53 14th Street, Suite 607
Wheeling, WV 26003
(304) 233-0048

Visit us at www.millsgrouponline.com



The West Virginia Veterans Memorial site and structure was intensely surveyed by The Mills Group team on April 3, 2013. The general overview involved a visual condition assessment of the structure's components utilizing the standard Uni-format outline to ensure that all issues were addressed in a logical order. This report is not meant to be a specification to execute the work but simple provides a description of the item or issue, a narrative for the condition, and a recommendation for the approach to execute. The West Virginia Veterans Memorial is not a historic structure, having been completed nineteen years ago, but it was built with traditional materials with the intent that it would be an enduring structure for future generations to enjoy. It is our feeling that the activities of preservation and restoration coupled with sensitive modernization is the correct approach in order to achieve long term sustainability of this important structure.

The overall goal of this project is to determine a plan to ensure that the West Virginia Veterans Memorial site and structure is restored to ensure the original design intent of the artist, modernize components that have failed, and ensure long term sustainability.

"Designing on the principles of the past and preserving for the future"



ARCHITECTURE ■ PLANNING ■ PRESERVATION

Triadelphia Middle School Renovation

Location: Wheeling, WV
Client: Ohio County Schools
Services: Preliminary Design through
Construction Administration
Construction Value: \$375,000.00

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The project included the renovation of an existing classroom into the new administrative area for the school along with a modified main entry to enable better security procedures for the school; renovations to three levels of corridors to replace HVAC equipment and install new ceilings; and the replacement of the exterior concrete stoop, stairs and sidewalk to install new ADA accessible ramp, stair, entry landing and railings.

Project by SMG Architects Inc. , Victor R. Greco Principal Architect.

"Designing on the principles of the past and preserving for the future"



MILLS GROUP

ARCHITECTURE ■ PLANNING ■ PRESERVATION

Hawk's Nest/ Twin Falls State Parks

Location: Hawks Nest, WV and Twin Falls, WV

Client: Miller Engineering

Services: Section 106 Monitoring

Contact: Craig Miller, 304-291-2234

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63 Wharf Street, Suite 300
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Both Twin Falls and Hawk's Nest State Park Lodges were designed by a team of architects called The Architecture Collaborative (TAC) which was led by world renowned modern architect Walter Gropius. While the buildings are significant for their modern architecture, the HVAC system needed to be improved for energy efficiency. An American Recovery and Reinvestment Grant allowed the two state parks to install efficient equipment and upgrade the heating and air conditioning in the lodges. Because of the historic and architectural significance of the two lodges, the Mills Group was asked to serve as a monitor to ensure that the project met the Secretary of the Interior's Standards as well as complied with the Federal law, Section 106 of the National Historic Preservation Act of 1966.

The Mills Group served as the liaison between the project manager and the State Historic Preservation Office, documented the efforts of the team as they installed the units, and compiled data to comply with Federal and state regulations.

"Designing on the principles of the past and preserving for the future"



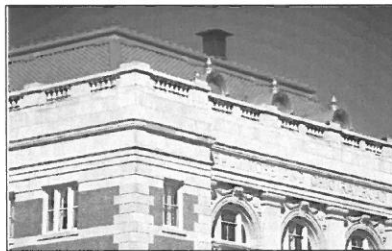
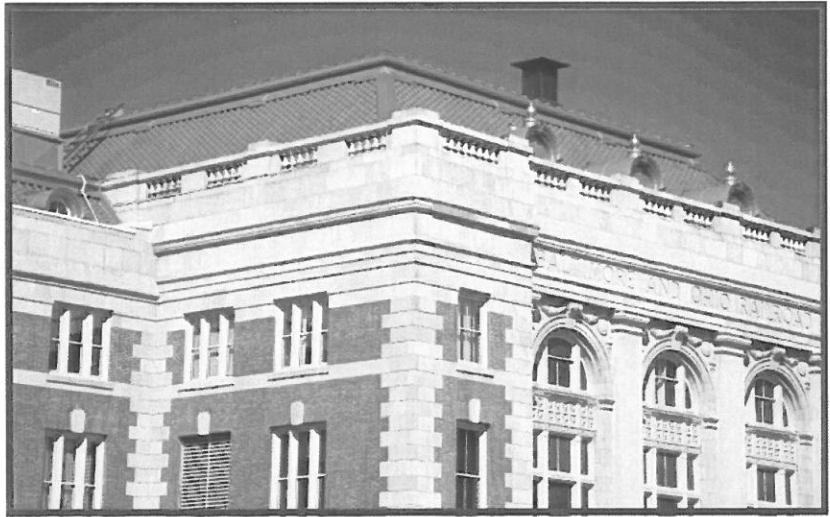
Wheeling B&O Roof Rehabilitation WV Northern Community College

Location: Wheeling, WV
Client: WV Council for Community & Technical College Education
Services: Concept/Construction Documents
Construction Value: \$1.4 million

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Visit us at www.millsgrouponline.com



The former railroad station, built in 1908, is central building of the West Virginia Northern Community College campus. The B&O occupies a prominent location in the heart of the Wheeling historic commercial district. In 1997 the college hired the firm to execute an existing conditions assessment of the terra cotta and copper standing seam roof. The green glazed terra cotta tiles proved to be non-restorable and no longer available. The firm took careful dimensions and subsequently fabricated custom replicas. The team also researched alternatives to the standing seam copper and reviewed them for cost effective replacement. It was decided to design and install a simulated copper coated steel roof.

The project also included evaluation and recommendations for repair or replacement of the buildings terra cotta cornice. The team also performed repair techniques and fully replaced the badly damaged components. The project involved the rehabilitation of 46 rounded dormers and associated windows, asbestos abatement of existing roofing materials, selective masonry restoration, and complex detailing. To implement the project, as-built conditions were accurately documented and became the basis for construction documents. The project was funded with public monies (TEA funds) thus the bid negotiation phase was set for a public forum. The firm also performed construction administration services.

“Project by SMG Architects Inc. Victor R. Greco Principal Architect”

“Designing on the principles of the past and preserving for the future”



ARCHITECTURE ■ PLANNING ■ PRESERVATION

Morgantown Market Place

Location: Morgantown, WV
Client: City of Morgantown
Full Service: Concept-Construction
Documents-Construction Administration
Construction Value: \$650,000

Owner's Representative:
Terry Hough, P.E.
Morgantown City Engineer
389 Spruce Street
Morgantown, WV 26505
PH: (304)-284-7412

Prime General Contractor:
Waller Corporation
Bob Christafore
2051 West Chestnut Street
P.O. Box 757
Washington, PA 15301
PH: (724)-223-9680

The Weiss Building
63 Wharf Street, Suite 300
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Visit us at www.millsgrouponline.com



Mills Group collaborated with the City of Morgantown, its Parking Authority, and Main Street Morgantown to design a structure that serves as an outdoor market as well as sheltered parking for employees and patrons of the city's downtown business district.

The structure is sustained by its fabricated steel construction, solar reflectant metal roof which mitigates urban heat island effects, and rainwater collection. Water falling on the roof is harvested on site and irrigates the native species vegetation that doubly acts as a bio-swale, which naturally filters pollutants in the rainwater that collect from the parking surface while regenerating the site's soils.

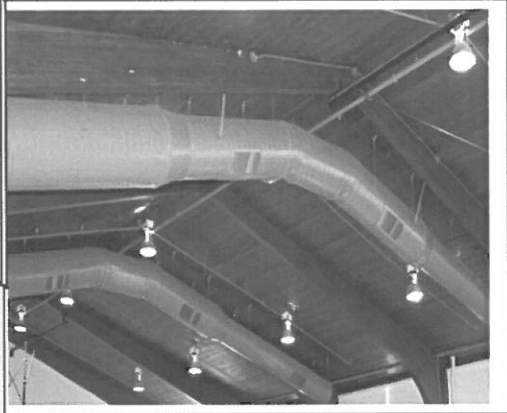
Additionally, the structure was designed to receive photovoltaic panels in the future, thus offsetting the power used on site by the clock, lighting, and available receptacles for vendors during market operations. Generous unshaded southern exposure has given the existing site much potential for such future implementation.

Project Success Story: *This urban infill project challenged the Mills Group to develop a contextual design solution to a building type that requires a very open structure.*

"Designing on the principles of the past and preserving for the future"

Cheat Lake Elementary School HVAC and Systems Upgrade

Expression of Interest: GSD146440
Design Services for Various Maintenance Projects



(Miller Engineering Services)
Mechanical, Electrical, Plumbing,
Fire Protection, Fire Alarm, Public
Address and Clock System

Background and Project Scope

Total Project Budget: \$5.5M
MEP Budget: \$1.6M
Project Status: Complete

Location: Cheat Lake, West Virginia
Facility Area: 17,000 ft²
Project Completion Date: 2011

Due to growth in the area, the middle school and elementary school are being conjoined into one, expanded elementary school. The once separate structures are now connected by a sky bridge walkway. The occupancy of the building was increased producing a need for upgrades. New air conditioning was added to previously unconditioned areas by commercial-grade roof top units.

The new structure will require systems to be unilateral and upgraded in order to create consistent atmosphere.

Miller Engineering's Role

Joining two separate structures into one large structure precipitated a need to design new systems while revamping existing systems, and addressing fire safety standards to meet the demands of the owner's new expanded facility. Multiple systems were upgraded and integrated during the project.

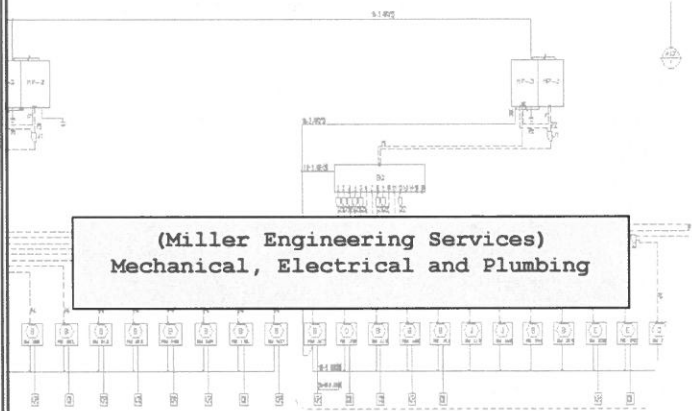
Ventilation, electrical, data, and expansion of the sprinkler and fire systems were all addressed. The original steam heating system was replaced, bathrooms were updated, and the gym's air conditioning was improved under this project. Finally, the clock, public address, and intercom systems were updated to serve the new expanded facility. The project's goals were successful and integration of the new cooling system inside the gym was completed with a level of aesthetic value.

The owner is very pleased with the outcome and occupancy satisfaction of the atmosphere in the building has increased.

Project Owner	Project Manager	Prime Contractor
Monongalia County Schools 210 High Street Morgantown, WV 26505 Phone: (304) 276-0669	Ed McCabe Clerk of the Works 210 High Street Morgantown, WV 26505 Phone: (304) 276-0669	Rycon Nick Grguras 2525 Liberty Avenue Pittsburgh, PA 15222 Phone: (412) 392-2525



Metropolitan Theater HVAC Upgrade



Background and Project Scope

Total Project Budget: \$325k
MEP Budget: \$325k
Project Status: Complete

Location: Morgantown, West Virginia
Facility Area: 15,400 ft²
Project Completion Date: 2006

The Metropolitan Theater is a historical structure which is currently being revitalized by the City of Morgantown and a concerned group of citizens. Air condition is required to use the facility throughout the year and to maintain a consistent atmosphere to preserve the structure's unique plaster interior finish and for patrons to enjoy the facility year round.

Miller Engineering's Role

The Metropolitan Theater underwent an HVAC system upgrade several years ago but work was left unfinished and the budget was expended by a previous contractor. No project record drawings were created. After a field study was concluded, new, independent, HVAC calculations and computer modeling of the building systems were necessitated.

The goal of protecting the historic nature of the theater during system upgrades was paramount. The project entailed design, code upgrades, and the installation of air distribution systems, retrofits of air handling systems, completion of hot water reheat systems, and new control systems utilizing (CO₂) demand based ventilation. The project was a success and yielded systems with increased energy efficiency. Project record drawings were created, renovations enhanced the facility utilization, and the historic landmark's integrity was left intact.

Project Owner	Project Manager	Prime Contractor
BOPARC of Morgantown 797 E. Brockway Avenue Morgantown, WV 26501 Phone: (304) 296-8356	Mark Wise BOPARC 797 E. Brockway Avenue Morgantown, WV 26501 Phone: (304) 296-8356	Suburban Plumbing and Heating Tom Turner 240 Scott Avenue #3 Morgantown, WV 26508 Phone: (304) 216-5570



Hawks Nest Lodge HVAC Upgrade



(Miller Engineering Services)
 Mechanical, Electrical, Plumbing



Background and Project Scope

Total Project Budget: \$1.3M **Location: Ansted, West Virginia**
MEP Budget: \$509k **Facility Area: 28, 500 ft²**
Project Status: Complete **Project Completion Date: 2012**

Hawks Nest Lodge is located on the grounds of Hawks Nest State Park in West Virginia. Hawks Nest HVAC replacement focused on the patron rooms within the lodge but the designs for the public areas were also included to prepare for future funding. A building on the National Register of Historic Places, the replacement had to be accomplished with minimal impact on the building façade and structure. As an ARRA/WVDOE funded project, it had an extremely short design period and delivery requirement.

Miller Engineering's Role

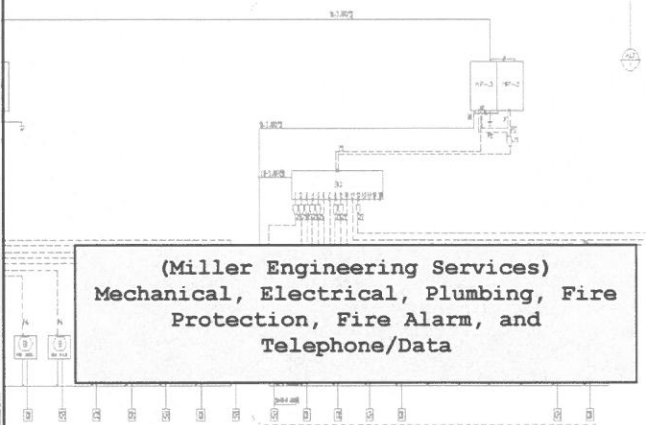
The construction period was shortened by (20%) by the owner after bidding, making our construction administration all the more critical in delivering the project. The funding agency commented that the project was initiated by the owner "much later" than many others but finished first and completely met the requirements of the funding agency. The response has been excellent, the patrons of the lodge immediately began to comment on how much nicer their visits are now than before.

Project Owner	Project Manager	Prime Contractor
West Virginia Department Of Natural Resources 324 Fourth Ave. S. Charleston, WV 25303 Phone: (304) 558-3315	Bradley S. Leslie, PE Assistant Chief State Parks Section 324 Fourth Ave. S. Charleston, WV 25303 Phone: (304) 558-2764 Ext. 51826	Reno Bros, Inc. Eric Mahaffey 3406 43 rd St. Box 53 New Brighton, PA 15066 Phone: (724) 843-8000



**WVU - Chestnut Ridge Research Building
HVAC Upgrade**

**Expression of Interest: GSD146440
Design Services for Various
Maintenance Projects**



**(Miller Engineering Services)
Mechanical, Electrical, Plumbing, Fire
Protection, Fire Alarm, and
Telephone/Data**

Background and Project Scope

Total Project Budget: \$610k **Location: Morgantown, West Virginia**
MEP Budget: \$185k **Facility Area: 5,700 ft²**
Project Status: Complete **Project Completion Date: 2009**

The renovation of previous storage space into usable office and conference space was the goal of this project. The owner sought an aesthetic, structural and architectural appropriate, concealed mechanical system integrated into the structure's existing space. The existing systems were to be recycled and incorporated into the renovation to minimize expense.

Miller Engineering's Role

The project required the installation of a new HVAC system to serve the (5th) and (7th) floors of this building. A new air system was installed in the space while incorporating a rooftop condenser. During a field study, the need for a hot water system was discovered and resulted in re-piping the existing building's hot water system to increase heating capacity. Electrical and plumbing systems were developed to support the retrofit of this building. The air system incorporated enthalpy-based, outside air economizer and (CO₂) control of ventilation for increased energy efficiency. The mechanical, electrical, and plumbing systems had to be concealed were appropriate and work around existing building systems, such as roof drain leaders and space constraints. Engineered solutions were critical to achieve the HVAC upgrade without affecting the building's structural or load capacity. Extensive detailing of system components and aggressive construction management combined to bring this highly successful project to completion.

Project Owner	Project Manager	Prime Contractor
West Virginia University 979 Rawley Lane Morgantown, WV 26506	John Summers WVU Facilities Management PDC 979 Rawley Lane Morgantown, WV 26506 Phone: (304) 293-7773	Landau Building Company Alex Dixon 9855 Rinaman Road Wexford, PA 15090 Phone: (724) 935-8800





Allegheny Design Services

Consulting Engineers

PROJECT PROFILE

West Virginia University Visitor's Resource Center Morgantown, WV



STRUCTURAL ENGINEER:
MEP ENGINEER:
GENERAL CONTRACTOR:

Allegheny Design Services, LLC, Morgantown, WV
Allegheny Design Services, LLC, Morgantown, WV
March-Westin Company, Inc., Morgantown, WV

PROJECT SCOPE:

The project consists of a 4,200 square foot resource center and theater renovation in an existing 7-story building. The heating and cooling supplied by a dedicated air handler on the floor with chilled water supply. VAV terminal boxes with hot water reheat serve multiple zones throughout the floor. High efficient fluorescent lighting with digital dimming controls. Modification of existing fire alarm and sprinkler systems to suit new floor plan.

PROJECT VALUE: \$900,000

PROJECT COMPLETION: Spring, 2012

References

Clients with whom The Mills Group has an ongoing long term relationship:

Michael P. Mihalyo, Jr., D.M.A.

President

Davis & Elkins College

100 Campus Drive

Elkins, WV 26241

Ph: (304) 637-1243

email: mihalyom@dewv.edu

project: Myles Art Center renovation: arts studio and pottery studio renovation and grand lobby installation, Elkins, WV.

Vivien Wooffer

Historic Conservation Advisor

U.S. Department of State

Washington, DC 20522-0611

Ph: (703) 875-6263

email: WoofferVP@state.gov

project: Collaborated on the interior finishes at the Metropolitan Theatre in Morgantown, WV.

Randall Reid Smith

Commissioner

WV Division of Culture and History

1900 Kanawha Boulevard East

Charleston, WV 25305

Ph: (304) 558-0220

email: Randall.ReidSmith@wvculture.org

project: Independence Hall interior renovation and maintenance manual, Wheeling, WV

Robert P. Krause

WV State Capitol

General Services

1900 Kanawha Blvd

Charleston, WV 25305

Ph: (304) 558-9018

email: Robert.P.Krause@wv.gov

project: Veterans' Memorial restoration project, Charleston, WV.

Terry Hough, PE

Director of Public Works

City of Morgantown

389 Spruce Street

Morgantown, WV 26505

Ph: (304) 284-7412

email: though@cityofmorgantown.org

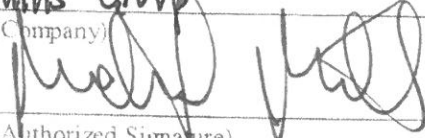
project: Metropolitan Theatre interior restoration



CERTIFICATION AND SIGNATURE PAGE

By signing below, 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 or proposal for review and consideration; that I am authorized by the bidder to execute this bid or any documents related thereto on bidder's behalf; that I am authorized to bind the bidder in a contractual relationship; and that to the best of my knowledge, the bidder has properly registered with any State agency that may require registration.

Mills Group
(Company)


(Authorized Signature)

Michael Mills, AIA owner
(Representative Name, Title)

304-296-1010 304-413-0120
(Phone Number) (Fax Number)

July 23, 2014
(Date)

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: GSD146440

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:

(Check the box next to each addendum received)

- | | |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6 |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7 |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8 |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9 |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Mills Group
Company

[Signature]
Authorized Signature

July 23, 2014
Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.

RFQ No GSD146440

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: Mills Group

Authorized Signature: [Signature] Date: 7-23-2014

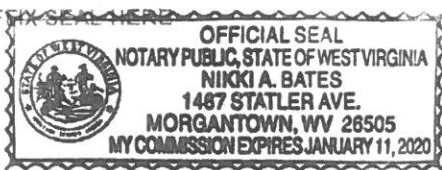
State of West Virginia

County of Morgantown, to-wit

Taken, subscribed, and sworn to before me this 23rd day of July, 2014.

My Commission expires January 11, 2020.

AFFIX SEAL HERE



NOTARY PUBLIC [Signature]