



The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at ***wvOASIS.gov***. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at ***WVPurchasing.gov*** with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

Header

List View

General Information | [Contact](#) | [Default Values](#) | [Discount](#) | [Document Information](#)

Procurement Folder: 146145

SO Doc Code: CEOI

Procurement Type: Central Contract - Fixed Amt

SO Dept: 0310

Vendor ID: 000000203253

SO Doc ID: DNR1600000003

Legal Name: WYK ASSOCIATES NC

Published Date: 10/21/15

Alias/DBA:

Close Date: 11/10/15

Total Bid: \$0.00

Close Time: 13:30

Response Date: 11/09/2015

Status: Closed

Response Time: 16:38

Solicitation Description: Addendum; A&E SVC's Chief Logan Cabins and Picnic Shelters

Total of Header Attachments: 0

Total of All Attachments: 0



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

**State of West Virginia
 Solicitation Response**

Proc Folder : 146145

Solicitation Description : Addendum; A&E SVC's Chief Logan Cabins and Picnic Shelters

Proc Type : Central Contract - Fixed Amt

Date issued	Solicitation Closes	Solicitation No	Version
	2015-11-10 13:30:00	SR 0310 ESR11091500000002131	1

VENDOR

000000203253
 WYK ASSOCIATES INC

FOR INFORMATION CONTACT THE BUYER

Guy Nisbet
 (304) 558-2596
 guy.l.nisbet@wv.gov

Signature X FEIN # DATE

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Architectural engineering				

Comm Code	Manufacturer	Specification	Model #
81101508			

Extended Description : AE Services for Chief Logan Lodge Cabins and Picnic Shelter Project

Project Information & Team Qualifications
for the
**CHIEF LOGAN LODGE CABIN & SYSTEM
WIDE PICNIC SHELTER PROJECTS**

ADVENTURE

CHIEF LOGAN

TRAILS

KANAWHA

TRAILS

FAUNA

COMMUNITY

WATER

TYGART

INVOLVEMENT

TWIN FALLS

PARK

PIPESTEM

FLORA

NATURAL

WELLNESS

DESIGN

COLLABORATION

BABCOCK

MAINTAIN

BLUESTONE

BLACKWATER FALLS

NORTH BEND

DESTINATION

LEADERSHIP

TOMLINSON

RUN

WILDLIFE

WYK ASSOCIATES, INC.

ARCHITECTURE • PLANNING

205 Washington Ave., Clarksburg, WV 26301 (304) 624-6326 www.wykarchitects.com

LOGAN, WEST VIRGINIA

CHIEF LOGAN CABINS & PICNIC SHELTERS PROJECT

Table of Contents

Letter of Interest

Company Overview / Publication

Project Team

Projects

Team Profiles

Consultants

Civil & Environmental Consultants, Inc.

CAS Structural Engineering, Inc.

ZDS Design / Consulting Services

WYK's Repeat Clientele

References

Testimonials



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Chief Logan Lodge Cabin & System Wide Picnic Shelter Projects
LETTER OF INTEREST



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

November 9, 2015

Department of Administration
Purchasing Division
DNR 1600000003
2019 Washington Street East
Charleston, WV 25305-0130

Re: Chief Logan Lodge Cabin Project and System Wide Picnic Shelter Project

Dear WV Purchasing Agent:

It is with great pleasure that WYK Associates, Inc. offers this Expression of Interest for consideration toward the upcoming projects including improvements to the Chief Logan Lodge Cabins and system-wide picnic shelter project. As you will see from our submission, our team and the consultants we have put together have an array of design experience. As an architecture firm, we choose to work on our projects with local consultants who also have experience and proven results in the area. For this project, we have secured the following engineer firms: CEC for Civil, CAS for Structural, and ZDS for Mechanical, Electrical and Plumbing. We have tailored this design team to work specifically on this project as we feel this team is best suited for the uniqueness of this endeavor.

WYK has worked on hundreds of renovation projects very similar in size and scope to your needs, as you will see in our submission. In particular, we have replaced doors and hardware in Harrison and Lewis County Schools per ADA and security guidelines; we have designed and overseen construction of the outdoor classroom pavilions for Salem Elementary and Peterson Elementary Schools; refinished plaster in the Morgantown Depot; and provided the multi-story designs for the renovations of the historic Gore Hotel in downtown Clarksburg.

We are excited about the prospect of working with you soon. We are in a position to start work immediately on this project to expedite the schedule. Feel free to contact us if you have any questions or need further information. We urge you to contact the references we have included herein.

Respectfully Submitted,

James B. Swiger, AIA, NCARB, LEED AP BD + C
President



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Chief Logan Lodge Cabin & System Wide Picnic Shelter Projects
COMPANY OVERVIEW/PUBLICATION



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Company Information

Identity · Project Philosophy · Project Management

www.wykarhitects.com



Our Identity

Who we are

WYK Associates, Inc. is a full service architectural and planning firm serving a wide variety of commercial, religious, educational, civic and industrial clientele.

WYK Associates, Inc. was established in 1900 by Edward J. Wood. Our archives are filled with a century's worth of historic work. From this, many predecessors who have carried the torch of the firm through the last century.

Wood's grandfather's firm had roots in North Central West Virginia dating back to the early twentieth century. William Yoke, Jr. and Howard Kelley partnered with Mr. Wood in 1974 to form WYK Associates, Inc.

Mr. James Swiger joined the firm in 2005 and became a principal and vice president in 2008. In 2010, Mr. James Swiger assumed sole owner of WYK Associates, Inc.

Project Philosophy

Our process at work

COMMUNICATION & TEAMWORK are our guide words for each project. Our client's requirements for quality, service and value are the driving force behind each decision.

Through collaboration with engineering consultants we address the needs and schedule requirements of each client.

We provide thorough planning in all areas of each project to fit the individual requirements for a positive impact on both the natural and built environments. Energy conservation and product safety are very important concerns.

Project Management

How we create excellence

We carefully evaluate the client's program, design concerns, budget, funding sources, and other available data to assure a clear understanding of each project.

We incorporate input from our client and consultants to establish the budget and schedule. These facets are updated during each stage of project development to insure our client's parameters are met.

WYK's principals engage and manage the entire project team, from concept through occupancy. WYK Associates, Inc. has an outstanding reputation for providing construction administration services along with maintaining an excellent rapport with contractors.

“ A building stands as a tribute to you and your firm for a job well done. ”

-Charles A. Feathers, Chief Bridgeport Fire Department, Retired



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Company Information

Identity · Project Philosophy · Project Management

Architecture

Contact Information

WYK Associates, Inc.
205 Washington Avenue
Clarksburg, WV 26301

304-624-6326

304-677-3373 Cell

304-623-9858 Fax

www.wykarchitects.com

Project Staff

James B. Swiger
AIA, NCARB, LEED AP BD+C
President / Principal-in-Charge
james@wykarchitects.com

Stephen M. Kelley
Associate AIA
Senior Project Manager
stephen@wykarchitects.com

Meghann Gregory
Associate AIA
Job Captain
meghann@wykarchitects.com

Jordan Garland
Client Relationship Manager
jordan@wykarchitects.com

Memberships



Summary

Established as a full service architecture firm in 1900, then named Edward J. Wood Architect, WYK Associates, Inc. has been located in Clarksburg for 115 years. Through innovative and thoughtful responses to the unique issues of each project, our goal is to create places that fit the needs and desires of those who use them.

Our team approach integrates the collaborative strengths of each member to produce a solution of balance between design quality, schedule and budget. We have always considered sustainability, the built environment, and quality of life long before the public began to focus on its benefits. We take seriously the responsibility of designs and solutions to be cost effective and operate efficiently throughout the building's lifecycle.

Relevant Project Experience:

- West Virginia Folklife Center, Fairmont State University
- Central Fire Station, Clarksburg, WV
- Circleville School, Pendleton County, West Virginia
- Harrison Co. Courthouse, Clarksburg, WV
- Pocahontas County Courthouse, Marlinton, WV
- Barbour County Courthouse, Philippi, WV
- Gassaway Depot, Gassaway, WV
- Morgantown Depot, Morgantown, WV
- Immaculate Conception Parish Center, Clarksburg, WV
- Jackson Square, Clarksburg, WV



West Virginia Folklife Center



Central Fire Station



Circleville School



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Company Information

Identity · Project Philosophy · Project Management

Awards



2013 WV AIA MERIT AWARDS

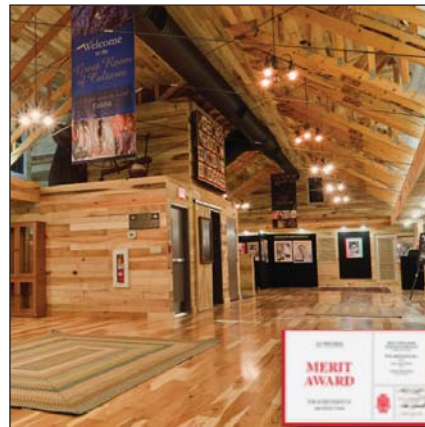
ALL-ACHIEVEMENT IN
ARCHITECTURAL DESIGN

MIDDLE-INTERIORS

BOTTOM-UNBUILT

Fairmont State University –
Frank & Jane Gabor Folklife Center
Fairmont, West Virginia
Size: 6,900 S.F.

The Folklife Center was constructed in 1903 by Michael Kennedy and is the last remaining vestige of the Kennedy's dairy farm. The building had been seriously compromised by years of neglect and fire damage. Due to the building's history and notable residents, it was placed on the National Register of Historic Places in 2006.



FSU-Interior Design
Fairmont, West Virginia

After developing an architectural program for the Folklife Program, WYK Associates, Inc. decided to remove a floor from the existing structure and create a first floor classroom area, and a second floor "Great Room" which would restore the open structure of the barn and provide both exhibit and multi-use space.



Shinnston Community Center
Shinnston, West Virginia

Size: 17,000 S.F.

The facility will serve as a performing arts center, a look out for downtown events such as parades, etc. A much needed large banquet hall, accommodating 350 people, will provide the city with a gathering space for meetings and community organization. There is also a room solely dedicated to the Shinnston Senior Citizens, and another additional meeting room. The upper level of the building serves as the city administration offices and Council Chambers.



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Company Information

Identity · Project Philosophy · Project Management

Awards



2013 WV-AIA Merit Award for Design Excellence and Sustainable Design

Information Manufacturing Corporation (I.M.C.)

Cowen, West Virginia

Size: 18,000 S.F.

With Sponsorship from Senator Robert C. Byrd, the Webster County Development Authority commissioned this “state of the art” facility to house Information Manufacturing Corporation’s regional operations. The important notion of sustainability is addressed through use of recycled steel, regional materials, and an innovative geothermal heat pump heating and cooling system.



2013 WV-AIA Merit Award for Design Excellence



West Union Bank- Newpointe

Clarksburg, West Virginia

Size: 9,000 S.F.

The design uses a combination of glass curtain wall with brick and monumental masonry units to present a very contemporary image. Because of the building orientation, the glass elevations require the use of solar glazing and a brise soleil system to reduce heat gain and glare in the offices.



2013 WV-AIA Merit Award for Design Excellence

West Pike Street

Parking Facility

Clarksburg, West Virginia

Size: 57,000 S.F.

The facility’s design compliments all the adjacent properties, both historic and modern. A variety of outdoor activities are easily held here, enhancing the city’s economy and livability. Designed by Associated Architectural Consultants, PLLC, which is a combination of Ralph Pedersen Architect & WYK Associates, Inc.

“ . . . named “Jackson Square” in honor of Stonewall Jackson . . . the structure serves multiple functions and fits in nicely with the historic fabric of downtown.



-Architectural Leaders Magazine, v1 Spring 2011



Company Information

Identity · Project Philosophy · Project Management

3D Laser Scanning / 3D Modeling / 3D Printing

WYK Associates, Inc. welcomed the New Year by taking a leap of progress in architectural design. By acquiring a color 3D printer, the Clarksburg architectural-planning firm puts themselves on the map as an industry leader in the region.

3D printing technology is just now becoming available, commercially. A color 3D printer creates a physical, three-dimensional gypsum-based model of any project from a digital prototype in nearly three million colors, allowing for exact detailing in every model.

“Our refined modeling process allows our clients to see and touch a new building at scale, but with its actual features. It enables our clients to make educated choices with less variance between their expectation and the actual outcome,” states James B. Swiger, President of WYK Associates, Inc.

The decision to purchase a color 3D printer was not made lightly. Evaluating different brands, methods

and technologies in 2013 and visiting maker labs and distributors in- and out-of-state, WYK opted for a solution tailored to the architectural environment and the company’s clients, by choice the “greenest”, most environmentally friendly model available to date.

To unleash the full potential of the 3D printer, WYK partners with ZDS Design/Consulting Services on 3D laser scanning. In the process of 3D laser scanning, laser beam signals that collect survey data points are used to capture images, make drawings and record measurements of a structure.

Combining the two technologies, existing buildings are scanned to the accuracy of one millimeter and then recreated as scale models on the 3D printer. An exciting combination - another first for the region - producing results greater than the sum of its parts.

“The possibilities are endless, and we have only just begun,” says Swiger enthusiastically.



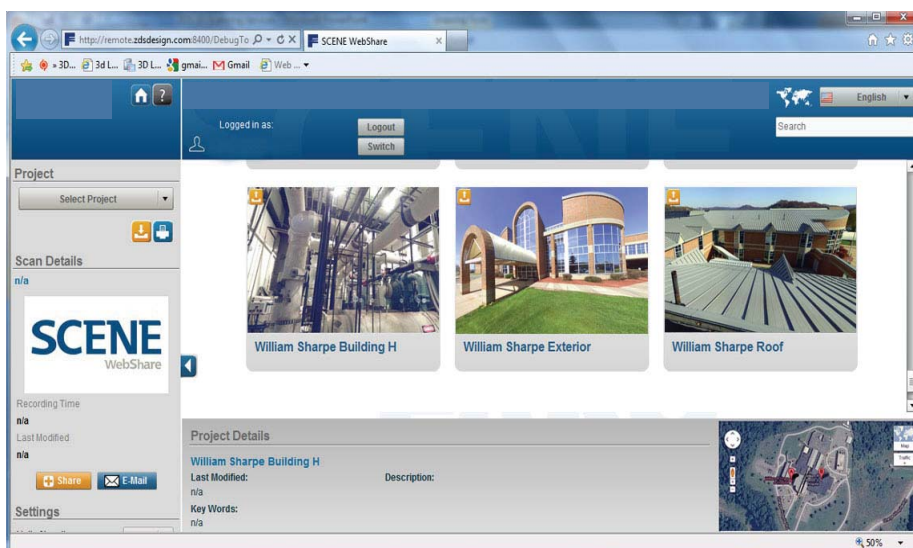
3D Laser Printing



Physical Model Preparation



Shinnston Community Center Physical Model



3D Modeling



3D Laser Scanning



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Company Information

115 Years of Excellence in Architecture



Rooted in History

The history of WYK Associates, Inc. is intertwined with the history of architecture in West Virginia. Through the years, countless buildings have been designed, expanded, and renovated by our company and its predecessors.

Focus on Knowledge

Our staff is academically trained, all of our Architectural Interns have a degree in architecture from the East Coast's most prominent design schools. We know that professional development and enrollment with the professional organizations of our trade is the key to skilled employees.

Backed by Experience

We have been involved in a multitude of projects serving clients of the private, industrial and public sectors. From LEED-certified building design and complex multi-phase additions to the careful renovation of historical landmarks or our national heritage, we have been instrumental in our client's building success.

Passing the Torch

With generations of skilled architects contributing to the growth, values and success of our company, we developed a reliable process and keep an archive of documented solutions for architectural problems and planning challenges. This helps us to save time and resources, providing an advantage for our clients.

Ready for the Future

We are the first West Virginia architect to offer 3D printing solutions in-house, and with integration of 3D scanning and BIM in our projects, we are ready for the future of our trade.

- 2015** — WYK Associates, Inc. signs contract to renovate the Robison Grand Theatre
- 2014** — WYK Associates, Inc. selected to renovate Rose Garden Theatre, formerly Robison Grand Theatre
- 2012** — James Swiger becomes sole owner of WYK, now President and Principal-In-Charge
- 2011** — William E. Yoke, Jr. retires, James Swiger becomes President
- 2008** — James Swiger becomes Partner and Vice President
- 2005** — James Swiger returns as Project Architect
- 1996** — James Swiger becomes an Architectural Intern at WYK Associates, Inc.
- 1996** — Carleton Wood, Jr. retires; William E. Yoke, Jr. becomes President
- 1992** — Howard Kelley retires
- 1978** — WYK Architects, Inc. becomes WYK Associates, Inc.
- 1976** — Carleton Wood, Jr., William E. Yoke, Jr. and Howard Kelley form WYK Architects, Inc.
- 1973** — Whalen King Architects purchases W.H. Grant's firm
- 1971** — Carleton Wood, Jr. joins Whalen King Architects
- 1965** — William E. Yoke, Jr. is a summer college intern
- 1956** — William H. Grant, Jr. acquires firm
- 1949** — Carleton Wood, Jr. joins firm as apprentice
- 1939** — Carleton Wood selected to rebuild Robison Grand Theatre
- 1927** — Carleton Wood designs Clarksburg Fire Station
- 1921** — Firm changes to E.J. Wood and Son Architects as Carleton Wood joins
- 1910** — Edward J. Wood commissioned Marion County Jail
- 1900** — Edward J. Wood starts architectural practice



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Publications

WYK Associates, Inc.

West Virginia Executive Magazine 2015 Young Guns Award Recipient

Written by Maggie Matsko | Photography by Tracy Toler on location at I-79 Technology Park

When asked what they want to be when they grow up, every young boy has big aspirations. Many dream at an early age of becoming a fireman, a professional wrestler or a police officer, and as they get older, those dreams tend to shift gears, leading to entirely different paths. James Swiger, the president of WYK Associates, Inc., is one of the few who have made a childhood dream into a life-long career.

When he was 7 years old, Swiger decided he wanted to become an architect. "When I was very young, my grandfather, the business manager of Salem College, took me to construction sites at the college," Swiger remembers. "He worked with architects on construction projects at Salem College and was always curious about construction. One day, he unrolled a set of blueprints for one of the buildings at the college. He pointed out to me that these drawings were the work of an architect. That's when I knew what I wanted to be."

Swiger had several jobs as a teenager that taught him about hard work, responsibility and repercussions. Like many other teenage boys, Swiger's first job was mowing grass in the summer for neighbors, shoveling snow in the winter and splitting firewood. In high school, he also worked part-time at the local dollar store, unloading the trucks when they came in, and he helped his neighbor, the caretaker of the local cemetery, by mowing grass and digging graves by hand.

"The most important thing I learned from those first jobs was responsibility," he says. "The longer we put off mowing the grass, the harder it was to mow the next time, and you could not delay the digging of a grave. I also learned that time marches on. You must get the work done in a timely fashion, or it will have an impact on others."

In 1996, all of those early lessons in hard work and responsibility paid off when he was given an internship with WYK Associates, Inc. In 2005, he returned to the

firm as a project architect then worked his way up to the top of the company, serving in the positions of project manager, vice president and now president and owner. "I guess you can call it serendipity," he says, "but to me, it was a calling."

Swiger credits most of his success to the guidance he received from his grandparents. When Swiger was 10 years old, his grandfather passed away, and Swiger's grandmother took over the responsibility of encouraging the young boy to pursue his dream of being an architect. "I would like to show my grandfather where I am now," Swiger says. "I found my calling in life for my career because of him, as he showed me my first set of blueprints and took the time to explain them to me."

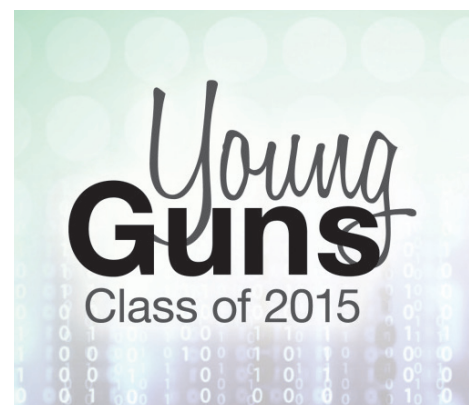
Swiger also credits his grandparents for instilling in him the importance of community service. His grandfather was involved with the Shriners, Kiwanis, Lions Club, the YMCA board and the local chamber of commerce, and his grandmother, who owned a flower shop, made efforts through her small business to support her neighbors. Today, Swiger continues their legacy of service through multiple roles in the Clarksburg community. He is a member of the board of directors for the Kiwanis Club of Clarksburg, a board member and campaign chair for the United Way of Harrison County, a board member and education committee chair for the Harrison County Chamber of Commerce, a board member of Clarksburg Uptown and an advisory committee member for Salem International University's School of Business. He also holds memberships with the Salem Area Chamber of Commerce and the Clarksburg Elks Club.

"I believe in giving back to the community," he says of his many commitments to his hometown, "because the community is just that: a community. As we are all in this together, doesn't it make sense to make the place you call home the best it can be?"



What is your favorite...?

Color – Blue
Food – Steak
Cartoon Character – Foghorn Leghorn
Ice Cream – Cherry vanilla
Animal – Dog
App – Flashlight
Midnight Snack – Apple
TV Show – "American Pickers"
Movie – "Caddyshack"
Smell – Fresh-cut grass
Sport Team – University of Tennessee Volunteers
Car – 1972 Jaguar XKE
Pet – German shepherd
Place – Neyland Stadium in Knoxville, TN on gameday





WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Chief Logan Lodge Cabin & System Wide Picnic Shelter Projects

PROJECT TEAM



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Chief Logan Lodge Cabin & Picnic Shelters Project Project Team

Project Team

ARCHITECTURE

WYK Associates, Inc.
205 Washington Avenue
Clarksburg, WV 26301
(304) 624-6326
(304) 623-9858 fax
james@wykarchitects.com
www.wykarchitects.com



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

CIVIL ENGINEER

Civil & Environmental Consultants, Inc.
600 Marketplace Avenue, Suite 200
Bridgeport, WV 26330
(304) 842-7132
scain@cecinc.com
www.cecinc.com



MEP ENGINEER

ZDS Design/Consulting Services
281 Smiley Drive
St. Albans, WV 25177
(304) 755-0075
todd.zachwieja@zdsdesign.com
www.zdsdesign.com



ZDS

Design/Consulting Services

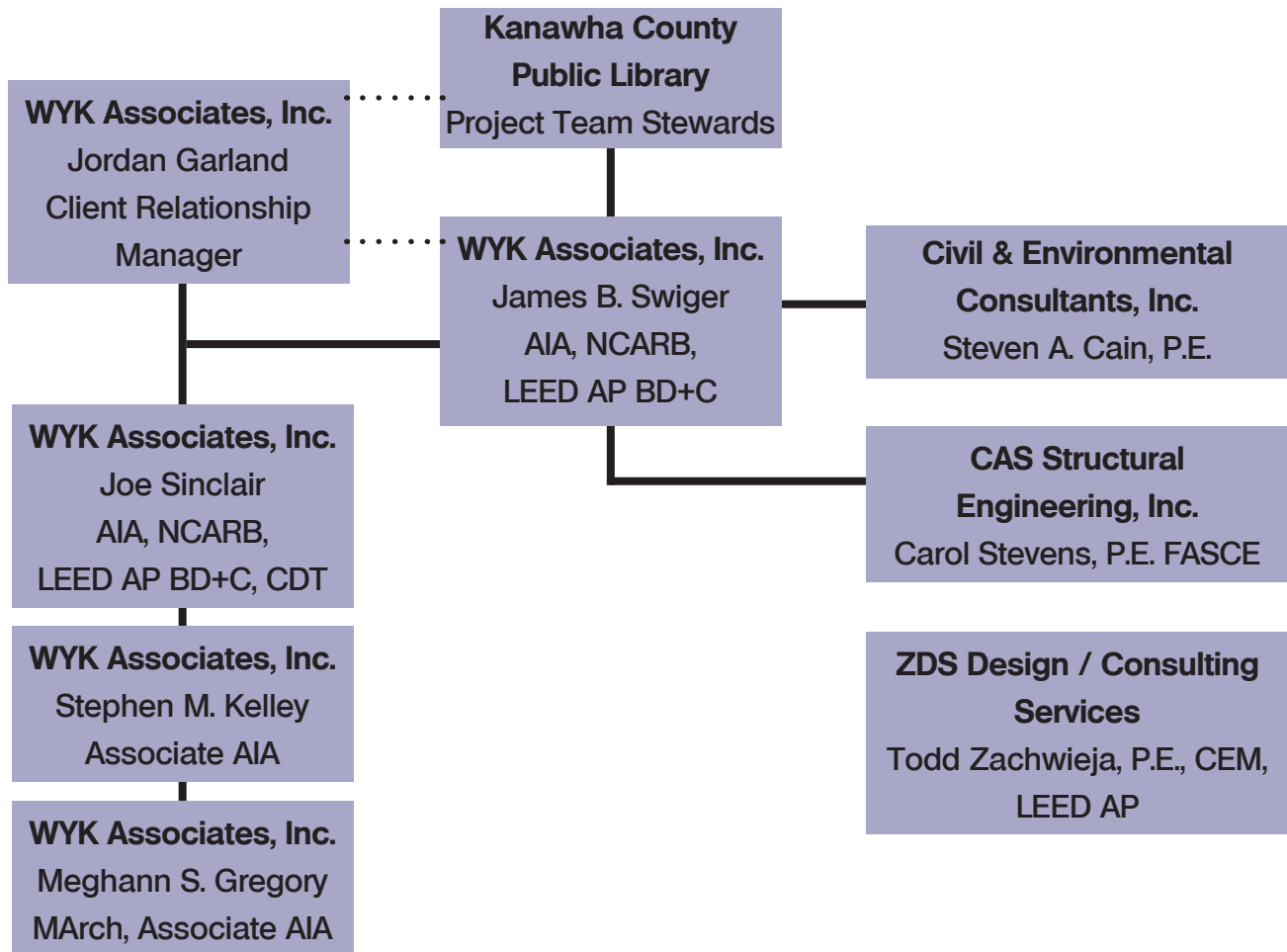
STRUCTURAL ENGINEER

CAS Structural Engineering, Inc.
P.O. Box 469
Alum Creek, WV 25003
(304) 756-2564
calalane@aol.com
www.casstruceng.com





Development Team Organizational Structure





WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Chief Logan Lodge Cabin & System Wide Picnic Shelter Projects

PROJECTS



Salem Elementary Outdoor Classroom Pavilion

Salem, West Virginia

WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING



Outdoor Education

For Salem students and community

This project is part of a 15 acre outdoor learning environment. WYK is leading the design and fundraising for the entire project which includes a 1/4 mile fitness trail, one mile nature trail, expanded wetlands, a 10' diameter scientific sundial, four teaching stations and this outdoor classroom. The overall project budget is \$250,000 and it is now over half way complete.



The outdoor teaching pavilion will feature a brick paved floor which serves as a fundraiser for engraving and will provide a durable floor to the structure. A ground face CMU storage building will be constructed at one end to store physical education equipment for the field area. It is also situated to allow for a marker board to be installed to allow for an outdoor teaching environment. The trusses are light and "airy" to give a feeling of openness and the dormer was added to maximize natural daylight into the structure.

"We are very excited about the possibilities this will bring to our learning curriculum for students of all ages from 2 to 92 at the school and the community"

Mark Williams, Science Teacher,
Salem Elementary School



Project Facts

Size: 2,000 sq ft

Expected Completion: July 2015

www.wykarchitects.com



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Peterson-Central Elementary School Outdoor Classroom Weston, West Virginia

Outdoor Education!

Get those children outside!

The Lewis County Board of Education hired WYK to design an outdoor classroom on the playground located above the Peterson-Central Elementary School, previously designed by WYK.

This new facility houses boys and girls restrooms, ADA water coolers, and a small concession/kitchen area. Full utilities were brought from the school to this site including water, sewer, and electricity.

The structure uses common wood trusses, nailed together 4-ply to give the appearance of heavy timber construction, similar to the interior of PCES. The structure's roof is clad with a standing seam metal roof which will minimize maintenance costs.

The concession area and restrooms are constructed of CMU and painted with epoxy paint. Glass block was incorporated in the design for aesthetic appeal, as well as practical to let in natural daylight.



Project Facts

Size: 2,000 Sq. Ft.

Completed: 2010

www.wykarchitects.com



Morgantown Depot Renovation - Mountain Line

Morgantown, West Virginia

WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING



Beautification of Historic Depot

Eye-catching, modern updates through total gut and re-design

Long vacant and deteriorated, this building has now been renovated to become the cornerstone in the revitalization effort for the Riverfront District in Morgantown, WV.

Part of a \$530,000 project including development of a rail trail and waterfront park, the Depot has been returned to its transportation heritage by serving as operations center for Mountain Line Transit.

Filling the high demand for meeting space, the building accommodates local organization with a meeting room and kitchen facility. As a trail head, the Depot offers parking and seasonal concessions for hikers and bikers.



Main Street West Virginia
Best Interior Rehabilitation Award 1998

Project Facts

Size: 2,000 sq ft

Completed: 1998

www.wykarhitects.com



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Salem Trailhead Park and Depot

Salem, West Virginia

Reclaimed Historic Depot

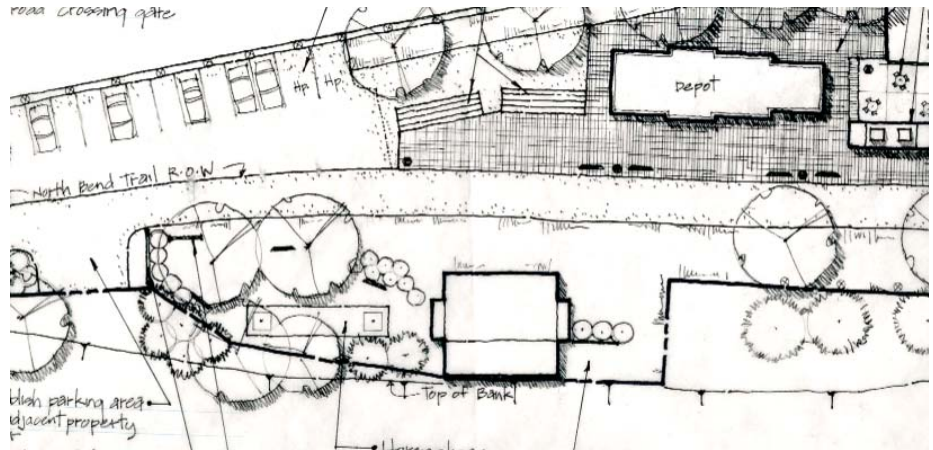
Contributing Building - Salem Historic District - National Register

WYK Associates provided architectural services for a project to organize a variety of use areas connected to a reclaimed historic train station in downtown Salem.

The intent of the design was to create an activity center, using the station area for a park trailhead, when not in use for special events and festivals. During these times the park had to be flexible enough to convert into entertainment, dining, seating, and exhibition areas, and still serve as a trailhead for the North Bend Rail Trail.

Use areas were arranged to allow for easy circulation and interpretive value of the restored train station. Views were maintained into downtown and undesirable views of adjoining residential areas were screened.

WYK did extensive research for the exterior restoration and came up with a unique design for the interior adaptive re-use of this 1912 structure, fire gutted a majority of the building in November of 2008 and the City of Salem selected WYK to bring this historic structure back to its former 1912 glory. The interior will be renovated to meet ADA requirements and will be utilized for multiple civic functions such as a library, special dinners, meetings and small concerts.



Project Facts

Depot Size: 3,000 sq ft

Trailhead Park: 1996

Depot Fire Restoration: 2009

www.wykarchitects.com



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Webster Springs Depot Interior Renovation

Webster Springs, West Virginia



Tourist Destination Depot!

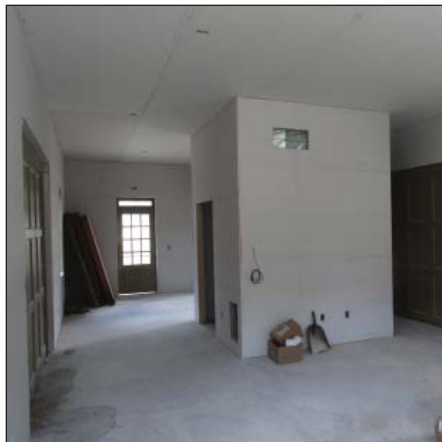
Small square footage, but just enough for influxes in tourism!

WYK Associates is providing architectural services for the Town of Addison for the Interior Renovations to the Webster Springs Depot. Designed as a hub for future trailhead connections heading to Spruce, West Virginia, this facility will also act as a hub for the surrounding campground as it gains popularity.

The intent of the design was to provide this depot with a more energy efficient shell and to finish the interior of the space. WYK added restrooms and a new office for this empty shell space. The Town of Addison has plans for this space to become a cafe or even a gift shop.

Attached to the existing double wythe brick walls is a new, fully-insulated wall. The existing floor received new insulation and vapor barrier.

A new furnace has been installed, along with new plumbing and lighting throughout.



Project Facts

Size: 730 sq ft

Completed: Under Construction

www.wykarchitects.com



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Gassaway Depot Gassaway, West Virginia

Phasing process to perfection

WYK Associates, Inc. was hired by the Gassaway Depot Restoration Committee in collaboration with the Town of Gassaway to assist with securing the building envelope of the building, after they obtained a grant from the West Virginia Department of Transportation. This two story structure has had many decades of neglect. Years of water infiltration through the basement walls has deteriorated secondary interior load bearing walls. WYK made many site visits to the site and documented the existing conditions. The exterior masonry of the building has been completely restored and the basement is stabilized.

The intended use for this adaptive reuse project is to have a town museum on the second floor and use the first floor for civic events.

The Town of Gassaway and the Park Commission is currently in the process of seeking WYK's services to design a master plan for the depot building and the adjacent City Park. These two Civic Spaces will work harmoniously together forming a strong central hub for this quaint little town.



Project Facts

Size: 6,300 s.f.

Completed: Phase I - 2013

Completed: Phase II - Spring 2016

www.wykarchitects.com



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Bridgeport Public Safety Substation

Bridgeport, West Virginia

Government > Bridgeport Public Safety > Public Safety Substation



A Focus on Safety

Public Safety Substation doubles as an emergency shelter.

This facility is located directly adjacent to the new United Hospital Center at Jerry Dove Drive and strategically situated within a ½ mile radius of I-79 and the White Oaks and Charles Pointe Developments.

The building is a substation for the Fire and Police Departments of the City of Bridgeport. The structure is a combination of load bearing masonry and structural steel frame with a decorative brick veneer. The Apparatus Bay and supporting facilities are one story, slab-on-grade with an abundance of natural daylight.

The radiant gas heating, vehicle exhaust and high efficient lighting systems are integrated nicely into the exposed roof structure above. The administrative offices along with each of the department's support facilities are in a connected, two story masonry and steel frame structure.

This facility was designed as a 75-100 year structure to serve the needs of this ever growing area region. The building's power is completely backed up by an emergency generator which will allow it to double as an emergency shelter in times of need.



Project Facts

Size: 15,000 sq ft

Completed: October 2009

www.wykarchitects.com



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Christie-Cutlip Office Complex

Charles Pointe, Harrison County, WV

Commercial > Comvest Limited Inc. > Christie-Cutlip Office Complex



A 21st century office complex design

Easily accessible from major
highways!

This office complex is located in the new prestigious Charles Pointe Development directly off the I-79 Technology Corridor.

Their location is highly visible from the Harrison-Marion Airport and the I-279 connector to the airport. The client wanted a distinguished and comfortable modern design that incorporates historic/traditional architectural features.

The welcoming arched entry of the structure is flanked by a distinguished soaring clock tower to give the building presence within its surroundings. The brick incorporates intricately detailed ribbon bands which reflect a common building practice of yesteryear.





WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Christie-Cutlip Office Complex

Charles Pointe, Harrison County, WV

Commercial > Comvest Limited Inc. > Christie-Cutlip Office Complex



Floor plan, second floor

Project Facts

Phase One Completed: 2007

First Floor Build-Out: 2008

Size: 12,000 sq ft

Dark tinted aluminum storefront windows provide views to the majestic surrounding hills and the arriving and departing aircraft.

These energy efficient windows provide contrast to the brick textures while reducing heat gain and glare within the offices. The large overhangs provide protection to the façade from the elements as well as reduce direct heat gain in summer months.

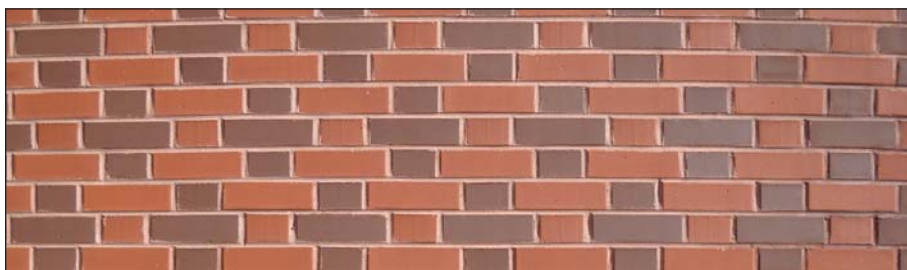


Project Links

www.wykarhitects.com

www.beldenbrick.com

www.marchwestin.com





SKB Architecture & Design



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Step toe & Johnson Headquarters

Bridgeport, West Virginia

Commercial > Step toe & Johnson PLLC > Headquarters Building

A Next Generation Success Story

Prime location with a View

The law firm of Step toe & Johnson PLLC retained SKB to design a new build-to-suit headquarters building for their home office in West Virginia.

As the local associated architectural firm, WYK communicated the design to the team of contractors and was instrumental in the project's success.

The move from downtown Clarksburg to a new office park in Bridgeport was spurred by a new FBI evidence complex and regional hospital center. Serving as a symbol of West Virginia's economic growth, the new building sits picturesque on a hill with commanding views of the region.

The offices are intended to respect the company's tradition as a stalwart in the region and ushers in their next generation. The building includes offices for 70 attorneys; a conference center; a data center serving all of Step toe & Johnson's offices in West Virginia, Ohio and Kentucky; a library and the associated support spaces.

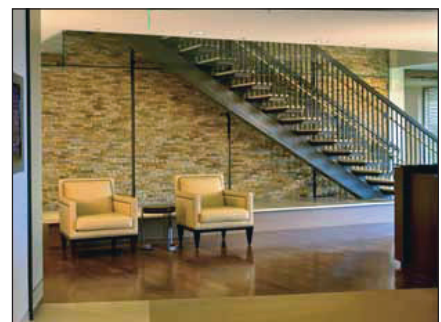
The architects have been able to streamline the design process and minimize the construction costs while maintaining a high quality building inside and out that befits a law firm of this stature.



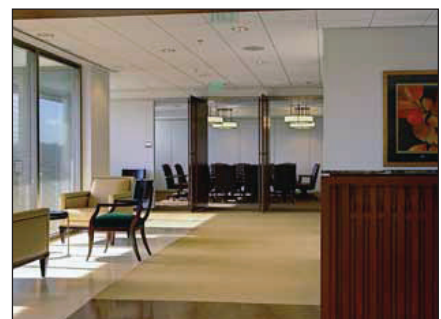
The headquarters overlook the I-79 tech corridor



The Modern Façade



Hallway Interior



Meeting Spaces

Project Facts

Completion Date: 2010

Size: 80,000 sq ft

www.step-toe-johnson.com



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Total Dental

Bridgeport, West Virginia



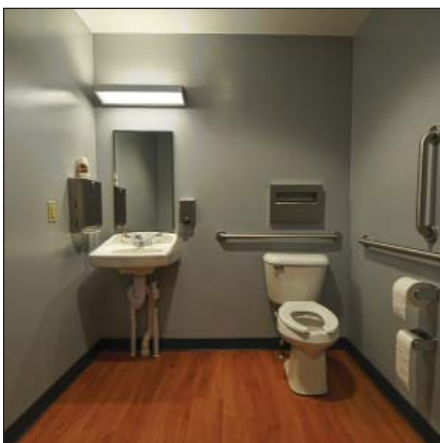
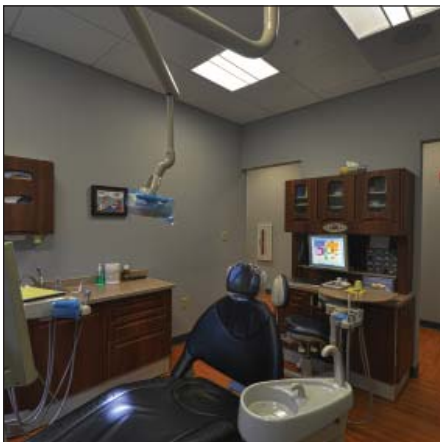
An “AAH” inspiring building!

Open up and say “AAH”!

WYK Associates provided architectural services for Dr. Jeffrey Browning in designing this new 9,800 square foot facility. Designed primarily for Total Dental, this building provides additional build-out spaces for future clients.

WYK designed the second floor of the building to the dental office with eight operatory rooms for dental services, a large waiting room, two doctor's offices, and a breakroom/kitchen space with access to an outdoor balcony.

The first floor of the facility is partially occupied by Subway and another doctor's suite. WYK provided access for a drive-thru area, making the restaurant capable of accepting drive-thru orders!



Project Facts

Size: 9,802 sq ft

Completed: October 2014

www.wykarchitects.com



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

West Pike Street Parking Facility Clarksburg, West Virginia

City parking for all!

Convenience and Prosperity

AAC or Associated Architectural Consultants, PLLC is a collaboration of WYK Associates, Inc. and Ralph Pedersen Architect founded in 2004, this partnership combines the unique strengths of two local architectural firms to provide design and planning services for projects in Clarksburg and Harrison County.

This project consisted of the demolition and abatement of all the long-vacant, dilapidated buildings in the 300 block of West Pike Street, one of Clarksburg's main downtown thoroughfares. An historical study of these buildings was completed and reviewed by the State Historic Preservation Office prior to demolition.

Underground utilities and new storm water management created an unencumbered site for 126 parking places on two levels. The upper level entered from Traders Avenue is covered with translucent panels creating a "band shell." Lower level entry is from Pike Street. Concrete retaining walls, decorated brick pillars, accessible stairways, easy maintenance landscaping, programmable lighting, user friendly electronic parking fee collection, and stamped asphalt paving create accessible parking. The facility's design complements all the adjacent properties, both historic and modern. A variety of outdoor activities are easily held here, enhancing the city's economy and livability.



Project Facts

Size: 57,000 s.f.

Completed: 2009

www.wykarhitects.com



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Fellowship Bible Church

Bridgeport, West Virginia



Preparing a Place to Worship

A unique approach saved time and funds and helped keep residential scale.

This Contemporary Church hired WYK Associates, Inc. to develop a program and schematic design to meet the church's growing needs.

The proposed addition added a very unique Worship Space to accommodate 350 persons. The support spaces include classroom renovations, offices, nurseries, and ADA restrooms. An elevator and gathering space are planned for phase 2. The space allocations in the existing building were also reconfigured to maximize its efficiency for use of space.

The site allows for the addition to be nestled into the side of the hill which allows for on-grade entrances at both the ground and first floor. The ground floor houses office and educational spaces as well as a large area for future expansion while the first floor houses the worship and youth activity functions.



Before



Before

Project Facts

Size: 10,800 sq ft

Completed: Phase 1, 2013

www.wykarchitects.com



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Davis Memorial Hospital Addition

Elkins, West Virginia

Local hospital receives new addition!

New hospital expansion for exam space!

Davis Health System has added onto their campus with a two- and three-story Outpatient Service area in addition to a new Physician's Office Building.

The addition, directly connected to Davis Memorial Hospital's existing corridors, is designed to create minimal disturbance, penetrating at the facility's two existing corridor locations, joining the present corridors with the new.

The addition consists of exam rooms, administrative offices, reception and waiting areas, and outpatient surgical recovery rooms.

The facade features brick with a glass storefront to blend in with the historic fabric of the town, while also providing a modern look.

Other work included approximately 10,000 SF of renovations to the existing hospital at the connection points, and most noteworthy, the renovation of a new phlebotomy lab on the ground floor.



Project Facts

Size: 80,000 sq ft (New)

Size: 10,000 sq ft (Renovation)

Completed: 2014

www.wykarchitects.com



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Immaculate Conception Parish Center

Clarksburg, West Virginia



Natural Lighting at it's best!

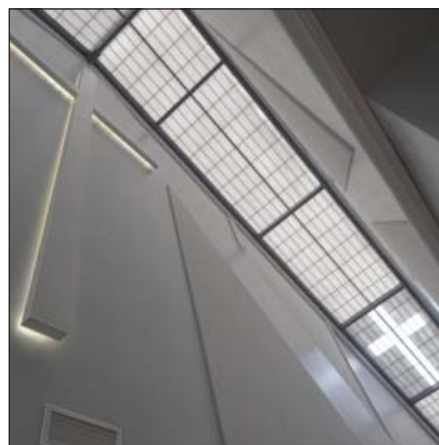
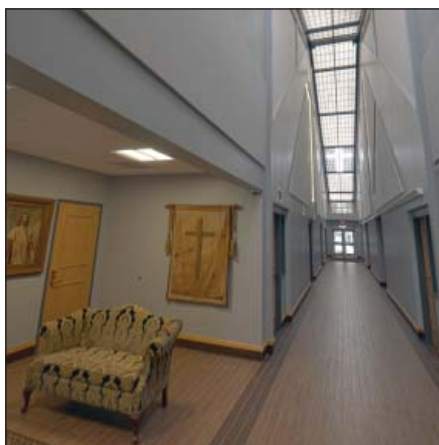
Eye-catching religious space

The new parish center is located directly behind the Immaculate Conception Church in Clarksburg. This facility houses the church offices, a large banquet room with a capacity of 320, commercial kitchen, meeting spaces and smaller, intimate gathering spaces.

The center spine of the building is very spacious and is capped with translucent panels which will flood the interior spaces with natural light. It is centered on axis with the campanile of the original church.

Located in a transition point on Main Street between commercial and residential neighborhoods, the exterior features masonry to compliment the existing church as well as a roof with a tile appearance. The size and massing of the building pulls from both the church elements as well as surrounding houses to offer a smooth transition within the historic fabric of the street.

The porte cochere provides users with a welcoming and safe haven from the elements of Mother Nature. Landscaping will anchor the building to its surroundings and offer a sense of calm and serenity.



Project Facts

Size: 15,000 sq ft

Completed: April 2014

www.wykarchitects.com



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Frank & Jane Gabor WV Folklife Center

Fairmont State University, Fairmont, West Virginia

Education > Fairmont State University > Frank & Jane Gabor Folklife Center

The Folklife Center - A Success Story

Living history carefully updated

Originally a barn, this historic building is at Fairmont State University's new main campus entrance. This charming stone building has previously been used as apartments and storage.

It is now the home of Fairmont State University's West Virginia Folklife Program and also serves the school as a Visitor's Center.

By removing the third floor and gutting the second floor plan, WYK designed a two story day lit gallery space on the existing second floor. Remedial structural repairs were needed to brace the existing roof structure once the third floor was removed.

The first floor houses offices, classrooms and informal gathering spaces. An elevator, replacement of 72 windows, doors, natural and specialized lighting, sprinkler system and HVAC systems have all been integrated into this structure.

By marrying the historic character of the building with upscale contemporary features and educational elements, the Folklife Center welcomes alumni, students, faculty and the general public to share many public functions.



The façade of the Folklife Center invites visitors and historians alike



The day lit gallery space is the center piece of this unique adaptive re-use project



Updated windows and doors invite the sunlight into the building



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Frank & Jane Gabor WV Folklife Center

Fairmont State University, Fairmont, West Virginia

Education > Fairmont State University > Frank & Jane Gabor Folklife Center



Structural update in progress

Project Facts

Phase I: Completed 2009

Phase II: Completed 2010

Phase III: Completed 2011

Project Links

www.wykarchitects.com

www.fairmontstate.edu

www.pierpont.edu/folklife/



AIA West Virginia

This project won two awards - the **2013 Merit Award for Achievement in Architecture Design** in the categories **Interior** and **Exterior**.

We are thankful of the recognition and like to acknowledge the team effort leading to the project's success.



The Colonial Apartments



The Frank and Jane Gabor
West Virginia Folklife Center

1201 Locust Avenue
Fairmont, WV 26554

(304) 367-4403

wvfolklife@fairmontstate.edu
wvfolklife@pierpont.edu



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Chief Logan Lodge Cabin & System Wide Picnic Shelter Projects
ON THE BOARDS



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Duff Street United Methodist Church

Clarksburg, West Virginia



A Church to serve the community

Vacant site to receive Sanctuary

In 2012, The Duff Street United Methodist Church of Clarksburg, West Virginia had their existing, century old, sanctuary demolished due to environmental and structural issues, out of their control. Currently worshipping out of their fellowship hall, they serve approximately 150 congregation members during their two Sunday morning services. To accommodate the continued growth of members, the Church Council of DSUMC hired WYK Associates to perform a needs assessment to establish the parameters of a potential renovation project.

The assessment determined that Duff Street UMC would best be suited for a new sanctuary that will house their growing congregation, while accentuating their desire to attune to the surrounding community.

It was important to provide a modern and upcoming design for the church, while also meeting the needs of their future growth. Numerous classrooms, main sanctuary, chapel, and gathering space meet the needs of the future building. Historical items from the old church will be incorporated into the new design. Items such as stained glass windows, the bell, alter rail, and other historical items.

Project Facts

Size: 13,100 sq ft

Completed: N/A

www.wykarchitects.com



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Robinson Grand Theatre Renovation

Clarksburg, West Virginia

Historic property to be brought back to life!

Local theatre to revive downtown

Resurrection through adaptive reuse provides neighborhoods and cities with future opportunities through utilizing our heritage and creating economic opportunities. The Robinson Grand Theatre has the capability to bring out the best the city of Clarksburg has to offer.

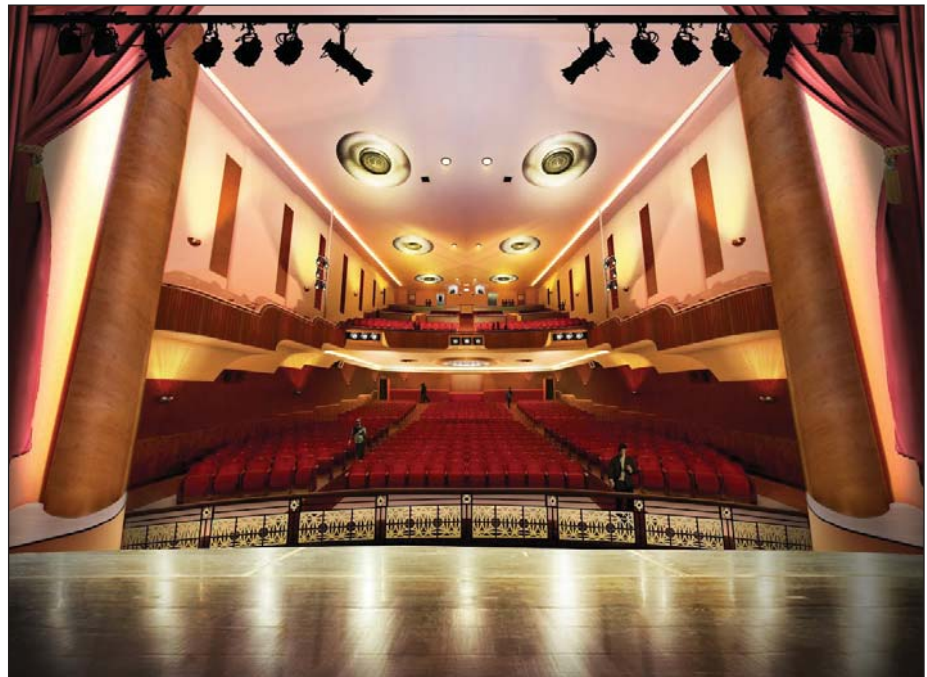
The future of the Theatre is focused on providing the support for performances, while providing the flexibility to adapt to a changing performance medium. WYK was selected as the design Architect for this project, teaming with a plethora of additional design professionals to provide the City with proposals for the future of this historic landmark.

The project team consists of several companies from Ohio, West Virginia, and Pennsylvania, all specialized in theatre details and design.

Two concepts for the theatre were provided to the City, with the selection of one option being approved in late 2014. There will be several design phases into construction including historical intent and additional design documentation as the progress begins.



Proposed blade sign and marquee



Proposed Seating from Stage



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Robinson Grand Theatre Renovation

Clarksburg, West Virginia



Existing Entry



Proposed Entry

Project Facts

Original Bldg: 1913

Theatre Fire: May 1939

Rebuilt: December 1939

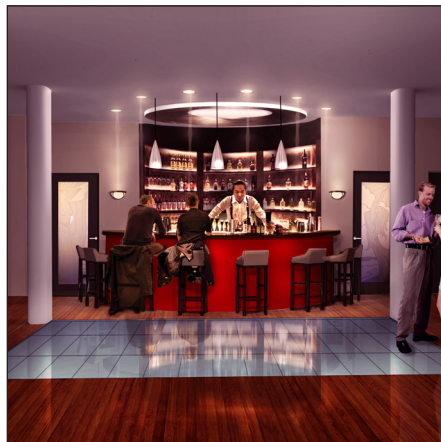
Closed: 2000

Bought by City: 2014

32,000 Square Feet



Existing Balcony Lobby



Proposed Bar Area

Project Partners

www.wykarhitects.com

www.aurora-llc.com/

www.studioilighting.com

www.casstruceng.com

www.wrldesign.com

www.zdsdesign.com

www.pcscmservices.com



Existing Ballroom



Proposed Ballroom + V.I.P. Lounge



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Shinnston Community Center

Shinnston, West Virginia

Award Winning Design for a Gateway to Small Town America

Welcoming residents and visitors
alike

The Shinnston Community Center will stand sentinel at the entrance to the historic downtown area embracing Shinnston's rich heritage and history. The building will meet the needs of the city in the twenty first century.

This two story, 18,000 S.F. structure will house city government office on the upper floor along with a spacious council chambers doubling as a large conference area.

The first floor will feature a large banquet room capable of comfortably seating 375 persons, a commercial kitchen and a dedicated space for the city's senior citizen organization. A community meeting space is also designed into the plan. This facility will utilize low maintenance materials throughout.



Project Facts

Size: 17,800 sq ft

Completed: N/A

www.wykarchitects.com



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Chief Logan Lodge Cabin & System Wide Picnic Shelter Projects

RESUMES



Resumes

Team Profiles

www.wykarchitects.com > About WYK > Team



James B. Swiger **AIA, NCARB,** **LEED AP BD+C**

President/Principal-In-Charge

WYK Associates, Inc.
205 Washington Avenue
Clarksburg, WV 26301

304-624-6326

304-677-3373 Cell

304-623-9858 Fax

www.wykarchitects.com

james@wykarchitects.com

Memberships



Vita

He is a Harrison County native involved with several community and professional organizations. James most recently was elected to the Harrison County Chamber of Commerce Board of Directors. He is an active member of the United Way of Harrison County, Inc., holding several different positions over the years.

James has gained broad experience in both the private and public sectors of the construction / design industry. His completed work reflects a variety of projects with values ranging from thousands of dollars to over \$22 million.

Education

5-Year Bachelor of Architecture, 1996
University of Tennessee, Knoxville, TN
NAAB Accredited University

Architectural Registration

West V [REDACTED]
Ohio [REDACTED]
Pennsyl [REDACTED]
Virginia [REDACTED]
Maryland [REDACTED]
National Council of Architects [REDACTED]

Honors and Awards

2015 Clarksburg Uptown Business Member of the Year

2015 Campaign Chair - United Way of Harrison County, Inc.

Harrison County Chamber of Commerce Education Committee Chair

2014-15 "Young Gun" WV Executive Magazine

2013 AIA-WV Merit Award for Achievement in Architecture
Design - Unbuilt: Shinnston Community Center, Shinnston, WV

2013 AIA-WV Merit Award for Achievement in Architecture Design; Fairmont State University- Frank and Jane Gabor Folklife Center, Fairmont, WV - Interior and Exterior

Energy Star Certification, Elkins Middle School, Elkins, WV

2010-11 Cambridge Who's Who Honored Member

2009 West Virginia Kiwanis District Governor's Award for "Promoting Membership Growth"

2008 Volunteer of the Year - Harrison County Chamber of Commerce

2008 Selected "Generation Next: 40 Under 40" by the West Virginia State Journal

2008 Strathmore's Who's Who Worldwide Recipient

2008 AIA-WV Merit Award for Achievement in Architecture

West Pike Street Parking Facility in Clarksburg, WV (Co-Design Architect)

Professional Affiliations

American Institute of Architects

AIA - West Virginia

National Council of Architectural Registration Boards

Accredited Professional
U.S. Green Building Council
Building Design + Construction

USGBC-WV Chapter

National Trust for Historic Preservation

NFPA – National Fire Protection Agency

WVSHE – Associate Member of West Virginia Society for Healthcare Engineering

Affiliate Member of Builders Supply Association of West Virginia

Civic Affiliations

Clarksburg Uptown - Board of Directors

Salem International University- Advisory Committee to the School of Business

Harrison County Chamber of Commerce – Board of Directors

United Way of Harrison County, Inc. Board of Directors - Executive Committee "Stonewall Leadership Contributor"

Kiwanis Club of Clarksburg 2008/2009 President

Kiwanis Division 3
2009/2010 Lieutenant Governor

Salem International University Auxiliary

Salem Area Chamber of Commerce

West Virginia Kiwanis District – District 3 – Past Lieutenant Governor

Harrison County Chamber of Commerce – Education Committee Chair

Salem Elementary School Nature/Fitness Trail – Project Manager



www.wykarchitects.com > About WYK > Team



Joe Sinclair
AIA, NCARB,
LEED AP BD+C, CDT
Project Architect

WYK Associates, Inc.
205 Washington Avenue
Clarksburg, WV 26301

304-624-6326

304-623-9858 Fax

www.wykarchitects.com

joe@wykarchitects.com

Memberships



Vita

With academic and practical experience in commercial, residential, and historic preservation projects, Joe Sinclair infuses his extensive skill set in the disciplines of architectural planning with a passion for the design of the building envelope. With a focus on Green Building, he ensures that projects are ecologically sustaining while economically feasible.

Joe is a certified leader in the arena of architectural project management, academically and practically well-versed in commercial, residential, and historic building design applications.

Education

Master of Architecture, 2006
Savannah College of Art & Design
NAAB Accredited University

BS Engineering Technology, 2002
Fairmont State University

Architectural Registration

West Virginia [REDACTED]

Honors and Awards

2013 Placemaker Award for Leadership, Inspiration, Stewardship
The Building Conference,
Morgantown, WV

2013 Placemaker Award for Sense of Place,
The Building Conference,
Morgantown, WV

Professional Affiliations

American Institute of Architects

AIA - West Virginia

National Council of Architectural
Registration Boards

Accredited Professional
U.S. Green Building Council

United States Green Building Council
(USGBC) West Virginia Chapter
Board Member & Past Chair

University of Charleston Interior
Design & Drafting Technology
Advisory Council Member

International Honor Society for
Technology, Epsilon Pi Tau Member

Volunteer Experience & Affiliations

Hope Floats Initiative - Design Fellow

Construction West Virginia - Team
Captain

Habitat for Humanity - Volunteer



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Team Profiles

Stephen Kelley

www.wykarchitects.com > About WYK > Team



Stephen M. Kelley Associate AIA

Senior Project Manager

WYK Associates, Inc.
205 Washington Avenue
Clarksburg, WV 26301

304-624-6326

304-623-9858 Fax

www.wykarchitects.com

stephen@wykarchitects.com

Vita

While in college, Stephen worked two years for a construction company that focused mainly on roofing and masonry work of historic homes and buildings in the Philadelphia area. After graduation he took that experience and applied it to several projects at another local architecture firm, all the while completing his profession's required Intern Development Program. He is currently pursuing his professional license.

Stephen has gained broad experience in both the private and public sectors of the construction/design industry. He has been either the Project Designer or Project Manager in a range of projects totaling over \$22 million in value.

Education

5-Year Bachelor of Architecture, 2000
Philadelphia University
NAAB Accredited University

Professional Affiliations

American Institute of Architects (AIA),
National Chapter, Associate Member

American Institute of Architects (AIA),
West Virginia Chapter, Associate
Member

Civic Affiliations

Salem Area Chamber of Commerce -
Past Board Member

Harrison County Development
Authority - Past Board Member

Fort New Salem Foundation -
Current Board Member

Sperry-Davis VFW Post 9151
Quartermaster 2008 - Present

Dept. of WV - District 3
Quartermaster (2015/2016)

Sigma Mu Fraternity Alumni,
Mu Pi Chapter

United Way of Harrison County, Inc.,
Stonewall Leadership Contributor

Associated Memberships





www.wykarhitects.com > About WYK > Team



Meghann S. Gregory **M.Arch** **Associate AIA**

Job Captain

WYK Associates, Inc.
205 Washington Avenue
Clarksburg, WV 26301

304-624-6326

304-623-9858 Fax

www.wykarhitects.com

meghann@wykarhitects.com

Vita

Meghann began her career at WYK Associates, Inc. in 2014. Her background includes a Master's of Architecture from the University of Tennessee.

Currently pursuing her professional registration, Meghann excels at taking projects from schematic design through to construction administration successfully.

Being from a small West Virginia town, Meghann understands the importance of preservation and is passionate about adaptive reuse within the state. Her experiences also delve into urban planning, code research, and AIA contract documents.

Education

Master of Architecture – 2012
University of Tennessee,
Knoxville, Tennessee
NAAB Accredited University

Bachelor of Science
Architecture, 2007
Fairmont State University

Associate of Science
Civil Engineering Technology, 2007
Fairmont State University

Professional Affiliations

American Institute of Architects (AIA),
National Chapter, Associate Member

American Institute of Architects (AIA),
West Virginia Chapter, Associate
Member

National Council of Architectural
Registration Boards (NCARB)

USGBC - Green Member

Civic Affiliations

West Virginia Business Networking
Social Media Chairperson,
Technology Committee

Turn This Town Around -
2014 Grafton, WV Volunteer

United Way of Harrison County -
Graphics & Powerpoint

Harrison County Chamber of
Commerce - Education Committee

Associated Memberships



Honors and Awards

2009 – University of Tennessee
“Current” Magazine
Semester Design Project Published

2007 – AIA WV Jeffery Mayfield
Scholarship Competition



www.wykarchitects.com > About WYK > Team



Jordan Garland

Client Relationship Manager

WYK Associates, Inc.
205 Washington Avenue
Clarksburg, WV 26301

304-624-6326 (Office)

304-669-2828 (Cell)

304-623-9858 Fax

www.wykarchitects.com

jordan@wykarchitects.com

Vita

Jordan began her career at WYK Associates, Inc. in the spring of 2015. A skilled communicator, she manages the client relationships and is responsible for the firm's community outreach program. Her experience in lobbying, organization and public relations make it easy for her to connect—and stay connected.

With a Master's coursework in Public Policy and a Bachelor's Degree in International Studies, Jordan's academic background, her professional experience and honed skill set enable her to connect easily and build lasting and mutually beneficial relationships. Her involvement in professional and community-related events and organizations, and her attentive nature enable her to establish WYK Associates, Inc.'s authority as the leading architectural planning firm in the Mountain State. Jordan is also a native to Harrison County.

Education

Coursework in Public Policy for M.A.
University of Maryland School of
Public Policy, 2013
College Park, MD

B.A. in International Studies,
Emphasis on the Americas
West Virginia University, 2006
Morgantown, WV

Universidad Internacional Menendez
Pelayo, Summer 2005
Santander, Spain

Professional Affiliations

Buckhannon-Upsher
Chamber of Commerce

Harrison County
Chamber of Commerce

Marion County
Chamber of Commerce

Morgantown
Chamber of Commerce

Randolph County
Chamber of Commerce

Chairperson
Young Leaders Forum
Executive Council on Diplomacy
2010 - 2012, Washington, DC

Volunteer Experience

Cabinet Member, Chair for the
Construction Division
2016 Capital Campaign
United Way of Harrison County, Inc.
2015 – Present, Clarksburg, WV

Volunteer
United Way Day of Action
2016 Capital Campaign

Cabinet Member
Co-Chair for the Automotive Division
2015 Capital Campaign
United Way of Harrison County, Inc.
2014 – 2015, Clarksburg, WV

Member
Clarksburg League for Service
2013 - Present, Clarksburg, WV

Organizations

Alpha Phi Alumnae Association
West Virginia University
Alumnae Association



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Chief Logan Lodge Cabin & System Wide Picnic Shelter Projects
CONSULTANTS



Civil & Environmental Consultants, Inc.





Civil & Environmental Consultants, Inc.
Bridgeport, WV

Civil Engineering & Site Development

CEC provides civil engineering and site development consulting services to assist clients with the development of cost-effective designs for office campuses, industrial developments, and institutional and educational facilities along with commercial, retail, and residential site developments.

CEC has extensive experience preparing regulatory permits and managing the design, approval, and on-site construction processes associated with a project. CEC has developed a reputation for developing high-quality, sustainable and “buildable” design solutions within construction budgets.

Site Grading Analyses

Site grading plans produce “balanced” earthwork conditions for sites involving minimal earthwork and those involving several million cubic yards of earthmoving. CEC incorporates CADD technology while integrating slope stability, drainage, stormwater management, and geotechnical requirements.

Predevelopment Site Investigations

CEC provides predevelopment investigation services to evaluate sites for specific uses, addressing site layout, zoning adherence for parking and setbacks, site access, wetlands and other environmental considerations, geotechnical concerns, grading/earthwork and utility availability and capacity.

Utility Design/Coordination

CEC designs sanitary sewer collection and conveyance systems, sewage pumping and on-site treatment facilities, and water distribution systems for domestic and fire protection needs while effectively coordinating with electric, natural gas, telephone, and cable television utility companies to provide service to new site developments.

Erosion and Sedimentation Control

CEC has a proven track record of obtaining local, state, and federal erosion and sedimentation control (E&S) permits and/or regulatory approvals. With a thorough working knowledge of state and federal E&S and National Pollutant Discharge Elimination System (NPDES) regulations and requirements, CEC’s primary objective is to



effectively protect the local waterways from erosion and to integrate E&S controls with post-development stormwater management to reduce overall site development construction costs.

Stormwater Management/Water Quality Design

CEC provides comprehensive stormwater management consulting services, including flood routing studies, stream relocations and enclosures, hydrologic and hydraulic analyses and design, stormwater detention design, and the design of water quality best management practices (BMP) facilities. CEC analyzes alternative stormwater detention measures and methodologies to tackle the unique stormwater-related challenges of difficult sites.

PRACTICES

Civil Engineering
Ecological Sciences
Environmental Engineering and Sciences
Waste Management
Water Resources

INDUSTRIES

Manufacturing
Mining
Natural Gas
Power
Public Sector
Real Estate
Solid Waste

Company Overview

Civil & Environmental Consultants, Inc. (CEC) provides comprehensive industry-focused consulting services that advance client strategic business objectives.

Consistently ranked among the Top 500 Design Firms and Top 200 Environmental Firms by *Engineering News-Record*, CEC is recognized for providing innovative design solutions and integrated expertise in the primary practice areas of civil engineering, ecological sciences, environmental engineering and sciences, waste management and water resources.

Safety First

CEC believes that all accidents are preventable and is committed to creating an accident and incident free workplace for employees and subcontractors through training, safe work practices, and processes for assessing project hazards. CEC strives for safety excellence throughout our entire organization and holds employees and subcontractors accountable for the safe performance of their work. Safety is a key element of CEC's Strategic Plan and is represented by our Accident and Incident Free program.

Industry Oriented

Multi-disciplined Industry Consulting Groups (ICGs) are derived from the primary practice areas to strategically focus on the business challenges and drivers of the manufacturing, mining, natural gas, power, public sector, real estate and solid waste industries. Each of these diverse teams is a conduit to the latest thinking and advancements in the industries we serve, allowing CEC to provide clients with concise, timely information and regulatory updates to facilitate informed decision-making.

Employee Owned

CEC's employee-owners are highly motivated by the link between our success and that of our clients. Our continuing growth reflects client confidence in the work of our employees, who are guided by three core business principles:

- **Senior Leadership**
- **Integrated Services**
- **Personal Business Relationships**



Multi-Disciplined

Headquartered in Pittsburgh, Pennsylvania, CEC is an expanding company with:

- Civil Engineers
- Geotechnical Engineers
- Environmental Scientists
- Environmental Engineers
- Chemical Engineers
- Geologists
- Hydrogeologists
- Hydrologists
- Ecologists
- Biologists
- Wetland Scientists
- Threatened & Endangered Species Experts
- Agronomists/Soil Scientists
- Emissions Testing Professionals
- Chemists
- Archaeologists
- Construction Managers & Inspectors
- Environmental Technicians
- Treatment Plant Operators
- Land Surveyors
- Landscape Architects
- GIS Analysts & Programmers

PRACTICES

- Civil Engineering*
- Ecological Sciences*
- Environmental Engineering and Sciences*
- Waste Management*
- Water Resources*

INDUSTRIES

- Manufacturing*
- Mining*
- Natural Gas*
- Power*
- Public Sector*
- Real Estate*
- Solid Waste*

Company Overview

Civil Engineering

- Erosion & Sedimentation Control/ NPDES Permitting Predevelopment Site Investigations
- GPS/GIS Services
- Landscape Architecture/Land Planning
- Geotechnical Engineering
- Site Grading/Earthwork Analysis
- Expert Witness Testimony
- Roadway Design and DOT Permitting
- Stormwater Management/BMP Design
- Utility Design
- Sustainability Planning/Design
- Construction Services
- Integrated Project Delivery
- Site Infrastructure Maintenance/Rehabilitation
- Topographic Surveys
- ALTA ACSM Land Title Surveys
- Boundary Retracement Surveys
- Horizontal & Vertical Control Surveys
- Volumetric Surveys
- Construction Surveys
- Oil and Gas Pipeline Surveys
- Highway R/W Surveys
- As-built Surveys
- LiDAR Surveys

Ecological Sciences

- Wetlands and Waters Delineations
- Clean Water Act, Section 401/404 Permitting
- Wetland & Stream Impact Mitigation Design
- Ecosystem Restoration
- Wetland AMD Treatment
- Fish & Macroinvertebrate Surveys
- Bathymetric/Hydrographic Surveys
- Expert Witness Testimony
- Water Quality & Sediment Surveys
- Threatened & Endangered Species Surveys/ Wildlife Surveys
- Clean Water Act, 316 (a) & (b) Permitting
- Aquatic & Terrestrial Habitat Surveys
- Ecological Risk Assessment & Land Restoration
- Soil Science & Phytoremediation

Environmental Engineering and Sciences

- Air Emissions Testing & Permitting
- Greenhouse Gas Reporting
- Air Dispersion Modeling
- Phase I & II Assessments
- Site Characterization
- Property Condition Assessments
- Risk Assessments
- Auditing & Compliance Plans
- RCRA/CERCLA
- Soil/Groundwater Remediation Systems
- Brownfield Redevelopment Services
- Hydrogeology & Groundwater Modeling
- Storm Water Sampling & Permitting
- NPDES Permitting Support
- Expert Witness Testimony
- Cultural Resource Management
- Architectural History (Above-ground) Resource Investigations
- Archaeological Investigations
- FERC Applications/Certification

Waste Management

- Landfill Design & Permitting
- Transfer Station Design & Permitting
- Waste Characterization Studies
- Landfill Gas Management
- Geotechnical Engineering
- Renewable Energy Processes
- Air Compliance & Permitting
- Expert Witness Testimony
- Leachate Treatment & Control
- O & M of Control Systems
- Construction Services
- Site Selection and Characterization
- Hydrogeologic Site Investigations
- Environmental Monitoring/Compliance Support
- Coal Combustion Product Management

Water Resources

- Stormwater BMP Design & Inspections
- Compliance Audits
- NPDES Permit Negotiation
- Watershed Planning & Restoration
- Flood Routing and FEMA Map Revisions
- TMDL Modeling & Monitoring
- Stream Assessments & Restoration
- Expert Witness Testimony
- Water Quality & Quantity Modeling
- Low Impact Development Design
- Erosion & Sediment Control Design and Inspection
- Water Quality BMP Testing
- Waste Water and Leachate Treatment
- Stormwater Piping & Culvert Inspections

LOCATED NATIONWIDE

Austin, TX
855.365.2324

Boston, MA
866.312.2024

Bridgeport, WV
855.488.9539

Charlotte, NC
855.859.9932

Chicago, IL
877.963.6026

Cincinnati, OH
800.759.5614

Columbus, OH
888.598.6808

Detroit, MI
866.380.2324

Export, PA
800.899.3610

Indianapolis, IN
877.746.0749

Knoxville, TN
865.977.9997

Nashville, TN
800.763.2326

Philadelphia, PA
888.267.7891

Phoenix, AZ
877.231.2324

Pittsburgh, PA
800.365.2324

Sayre, PA
877.389.1852

Sevierville, TN
865.774.7771

St. Louis, MO
866.250.3679

Toledo, OH
855.274.2324



Construction Phase Services and Quality Assurance

The trained professionals, technicians, and inspectors at CEC combine extensive experience with state-of-the-art field equipment to complete construction phase services for a wide range of civil, geotechnical, environmental, and waste management projects.

CEC routinely monitors the construction of large earthmoving projects, mine grouting programs, the installation of erosion control measures, landslide corrective actions, environmental remediation projects, geosynthetic installation, landfill closures, and building construction.

Construction Phase Services

- Construction Quality Assurance (CQA)
 - Density Testing of Soils and Aggregates
 - Concrete Testing
 - Structural Steel Testing
 - Masonry Testing
 - Fire Proofing Testing
 - Asphalt Pavement Testing
 - Fill Placement Monitoring
 - Geosynthetic Testing
- Landfill Liner/Cap Installation Monitoring
- Confirmation Sampling
- Certification Report Preparation
- As-Built Drawing Preparation

IBC Special Inspections

CEC provides Special Inspections during building construction as required by Chapter 17 of the International Building Code (IBC). The code requires the firm performing Special Inspections to be retained by the owner or design professional, not the contractor. CEC typically provides testing of soils, concrete, masonry, steel, and fire proofing. CEC's technicians are certified by numerous testing organizations including ACI, NICET, AWS, and ICC.

Environmental Related Monitoring

CEC provides services during the remedial action phase of UST and waste/contaminated material removal projects and has directed and monitored the installation of groundwater extraction and treatment systems and soil venting systems. Professionals include AHERA-certified asbestos inspectors who can monitor



removal of asbestos-containing materials. CEC technicians also perform air monitoring during construction to allow contractors to assess on-site personnel protection requirements.

Waste Management CQA

CEC provides CQA services during the construction and closure of waste management facilities. CEC reviews material testing reports, monitors placement of earth materials and geosynthetics, and evaluates field test results from geosynthetic installations while compiling the information for the construction certification report, sealed by a CEC registered professional engineer and prepared for submittal to environmental agencies.

Construction Management

CEC provides complete construction management services beginning with the bidding process and through to project closeout. CEC develops bid documents, solicits and evaluates bids, and negotiates contracts for site development, environmental remediation and other projects. During construction, CEC oversees contractor activities with site supervision and helps meet the specifications and schedule requirements.

PRACTICES

Civil Engineering
Ecological Sciences
Environmental Engineering and Sciences
Waste Management
Water Resources

INDUSTRIES

Manufacturing
Mining
Natural Gas
Power
Public Sector
Real Estate
Solid Waste

Construction Management Services

CEC engineers, construction managers and field superintendents provide tailored Construction Management Services (CMS) to deliver seamless completion of projects. CEC's pro-active approach saves time and cost while providing quality results that achieve client objectives.

Construction Management Approach

CEC provides CMS as an agency or as an Owner's Representative, as well as CEC-led Design/Build arrangements where CEC provides a turnkey solution. CEC's collaborative team approach enables early, impactful decisions about a project's design intent, schedule, budget, materials and more. As the Construction Manager (CM), CEC acts as the Owner's Representative and advocate, managing the construction trades, budgeting and scheduling. Trade contracts are "held" either by the owner or by CEC as the CM. In a Design/Build approach, where CEC is responsible for both design and construction of a project, CEC contracts directly with the Owner and is fully responsible for the delivery of the project. CEC's typical Design/Build approach is to offer an integrated team with CEC providing design and engineering on a turnkey basis.

The benefits of a CEC-led CM approach are:

- Builder/contractor selection flexibility
- Early input on constructability
- Early budget and schedule input/control
- Faster schedule delivery
- Owner advocacy

CEC provides a single point of responsibility for both design and construction.

Construction Management Services

CEC's suite of construction-related services provides client advocacy and confidence while delivering projects in many forms, including:

- Pre-Construction
- Project Administration
- Construction Inspection
- Constructability Reviews
- Project Controls and Document Management
- Scheduling



- Cost Estimating
- Cost Control and Value-Engineering
- Change Order Management
- Claims Management and Resolution
- Quality Assurance
- Startup and Testing
- Project Close-out

Construction Management Experience

CEC has delivered on-schedule and on-budget quality CMS for a variety of projects, including:

- Site Development
- Earthwork and Grading
- Site Utility Construction
- Soil and Groundwater Remediation
- Landslide Repair and Remediation
- Erosion & Sedimentation Controls Installation
- Wetland and Stream Restoration
- Access Road Rehabilitation and Construction
- Mine Grouting
- Soil Retention Systems
- Paving
- Post-Construction Restoration

PRACTICES

- Civil Engineering*
- Ecological Sciences*
- Environmental Engineering and Sciences*
- Waste Management*
- Water Resources*

INDUSTRIES

- Manufacturing*
- Mining*
- Natural Gas*
- Power*
- Public Sector*
- Real Estate*
- Solid Waste*

Property Condition Assessments

CEC provides an array of expertise and Property Condition Assessment (PCA) services to assist commercial and institutional investors and owners in reducing the risks associated with acquiring, financing, developing and maintaining facilities.

CEC performs PCAs according to the American Society for Testing and Materials (ASTM) and often goes beyond with valuable technical opinions regarding measures to correct observed deficiencies and suggested replacement reserve values – affording investors and owners better insight into effectively acquiring and owning a particular property.

CEC's basic report documents observations and provides an objective professional opinion on the condition of each system. A replacement reserve analysis is provided based on the physical condition of the components, their ages, expected useful life, significant defects and deficiencies. Also investigated and reported are evident building code and life safety violations per the International Building Code and OSHA regulations.

CEC's basic scope of work using the ASTM specification includes a walk-through survey of the site and building to document the condition of the grounds, pavements, drainage systems, the building's architectural material systems and components, and the electrical, mechanical and structural systems. The basic walk-through survey includes an American Disabilities Act (ADA) Tier I – Visual Accessibility Survey. An interview with the property manager is conducted to collect information on utility providers and the age of building system components, and to identify systems with delayed maintenance or repair. If additional information is needed following review of the basic report, CEC routinely provides more comprehensive evaluations of building code, structural, mechanical and electrical systems or provides ADA Tier II or Tier III accessibility analyses.



Additional CEC due diligence services include:

- Land Surveys
- Local Ordinance and Building Code Compliance Reviews
- Environmental Assessments (Phase I ESAs) and Compliance Audits
- Pavement Evaluation and Design
- Geotechnical Investigations
- Floodplain/Floodway Identification
- Storm Water Assessments and Maintenance
- Land Planning
- Energy Audits

Recognizing and considering expenditures beyond normal maintenance through performance of a PCA is essential to the transaction decision-making process. Managing these expenditures includes early identification, quantification and communication of the anticipated costs to decision-makers.

CEC has expertise in PCAs and other due diligence services for real estate acquisition, financing and development. CEC also can provide analysis and design services beyond initial acquisition and financing of properties throughout the building life cycle, including site infrastructure management, design and sustainability-related services.

PRACTICES

Civil Engineering
Ecological Sciences
Environmental Engineering and Sciences
Waste Management
Water Resources

INDUSTRIES

Manufacturing
Mining
Natural Gas
Power
Public Sector
Real Estate
Solid Waste

Due Diligence

CEC's integrated approach to due diligence is designed to provide timely and vital information for real property transactions to support an informed decision process.

CEC's due diligence services define a client's risk tolerance, schedule and cost parameters while identifying and quantifying liabilities during the sale, refinancing, lease, development or investment in real property. Recognizing and considering liabilities and fatal flaws is essential to the decision-making process. CEC effectively manages these liabilities with early identification, quantification, and communication of the risks.

CEC's due diligence services include:

- Environmental Assessments (ASTM, Phase I and II Assessments, Archaeological)
- Property (Facility) Condition Assessments
- Environmental Compliance Audits and Hazardous Material Surveys
- Ecological Resources Reviews and Permitting Evaluation (Wetland Identification/Delineation, Jurisdictional Waters, Threatened and Endangered Species)
- Land Survey Services (ALTA/ACSM and Geophysical Surveys)
- Local Ordinance Reviews
- Utility Evaluations
- Geotechnical Investigations
- Floodplain/Floodway Identification
- Stormwater Management Assessments
- Site Evaluations and Conceptual Planning
- Pre/Post Occupancy Assessments Supporting Lease Requirements



PRACTICES

Civil Engineering
Ecological Sciences
Environmental Engineering and Sciences
Waste Management
Water Resources

INDUSTRIES

Manufacturing
Mining
Natural Gas
Power
Public Sector
Real Estate
Solid Waste

HIGHEST AND
BEST USE[®]




Civil & Environmental Consultants, Inc.

A photograph of a modern, multi-story building with a mix of wood, concrete, and glass facades, situated on a grassy hillside. The building has large windows and a flat roof with a glass skylight. The foreground is filled with green grass and some trees. The sky is blue with scattered white clouds.

HIGHEST AND BEST USE

*opportunities and constraints
strategically transformed*

A close-up photograph of a field of purple flowers, likely dahlias, in the foreground. The flowers are in various stages of bloom, with some showing bright purple petals and others as buds. The background is a soft-focus field of tall green grasses and more flowers under a bright sky.

**CEC REAL ESTATE INDUSTRY
CONSULTING GROUP (ICG)**

This diverse team of engineers, scientists and consultants is our conduit to the latest thinking and advancements in the Real Estate market. CEC provides clients with detailed insight and timely updates to facilitate informed decision-making.



ON THE COVER: The LEED Platinum and four-star SITES™-certified Center for Sustainable Landscapes at Phipps Conservatory and Botanical Gardens in Pittsburgh, Pennsylvania.

The highest and best use of real estate is achieved by using unbiased and informed analysis to balance a property's unique opportunities and constraints.

Architects, developers, owners and facility managers gain valuable efficiencies by working with one firm through a project's entire life cycle: from Pre-Development and Due Diligence through Design, Development, Construction and Post-Construction Management.

Interdisciplinary teams with a full complement of evaluation, design, technical and regulatory insight lead clients to value CEC as a trusted real estate advisor. This partnership allows for a more promising plan and, ultimately, an increase in market competitiveness, asset appreciation and valued return on investment.

CEC is committed to respecting and enhancing environmental and economic resources in the communities we serve. In fulfilling client objectives, CEC's LEED®-accredited professionals pursue designs that deliver real and implementable high-performance and sustainable solutions, promoting healthy, safe and functional environments in which we all want to live, work and play.

Civil & Environmental Consultants, Inc. (CEC) is a company of professionals who provide comprehensive industry-focused consulting services that advance our clients' strategic business objectives. CEC scientists and engineers are recognized for delivering knowledge, innovative design solutions and integrated expertise in the primary practice areas of civil engineering, environmental engineering and sciences, ecological sciences, waste management and water resources.

THE CEC ADVANTAGE

Comprehensive Due Diligence

There are myriad real estate issues that can make or break a project. CEC professionals understand the indicators and extent of these issues and routinely lead comprehensive due diligence efforts for acquisition and development.

Diverse Market Experience

CEC has diverse experience in the evaluation, design and construction of real estate projects for the retail, commercial, residential, industrial, education, health-care, hospitality, cultural, sports, entertainment and recreational markets.

Integrated Design

To achieve integrated, permittable and constructable development plans, CEC brings a unique and complete array of survey, ecological, environmental, landscape architecture, water resources, geotechnical and civil engineering services to each project.

Proven Regulatory Strategies

CEC has a proven record of performance across the U.S. implementing permitting strategies to entitle real estate developments facing complex regulatory issues and municipal obstacles.

Property Management Awareness

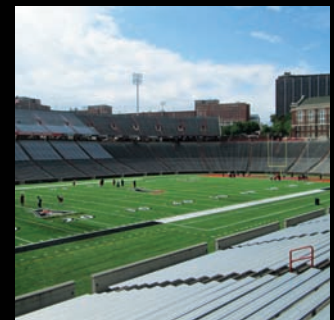
Awareness of the issues impacting the management and operation of real estate assets allows CEC to design practical solutions and regularly assist clients with operational efficiencies, regulatory permitting and maintenance management.



Civil & Environmental Consultants, Inc.



TOP: Indiana University Health's inpatient hospice house in Bloomington provides quality palliative and respite care.



LEFT: The Village at Bale Kenyon, a residential multifamily development in Westerville, OH, will have 138 units.

RIGHT: The University of Cincinnati's Nippert Stadium underwent synthetic turf field infiltration testing.

sports
EDUCATION health care
HOUSING

CREATING PLACE & QUALITY OF LIFE

Intuitive, affirming user experiences start with translating each environment's unique character into a responsive design that contributes to the successful development of our environment and communities.

Location, Location, Location

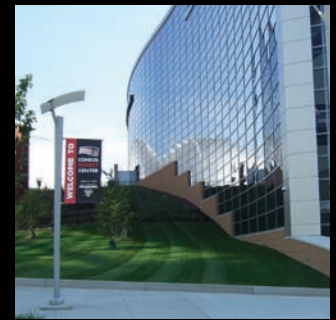
The due diligence experts at CEC understand how a property's relationship to other market amenities and demographics affects its success. Sites are designed with an eye toward ease of access, visibility and critical mass. CEC also finds ways to repurpose properties to add density to an area and targets cost-conscious methods for improving infrastructure.

Early Integration

CEC works with clients early in the process to determine user needs and develop well-planned properties for diverse uses. CEC also helps support and translate the owner's or architect's vision to create a sense of place. Our site planners and landscape architects plan for social interaction, active lifestyles and connection to the natural environment, resulting in a sustainable, quality property that people want to engage with and invest in over time.

Systematic Approach

A comprehensive, multi-disciplined approach helps link the varied layers of a community, such as transit and the movement of people and goods, utilities and storm-water management infrastructure, and amenities and entertainment. CEC professionals bring critical thinking to the table to balance these dynamic system components.



TOP: In Gatlinburg, TN, the 250-acre Westgate Smoky Mountain Resort offers restaurants, retail, stables and an indoor water park.

LEFT: Verona Street Art Park in Braddock, PA, includes a performance space and a unique foundation system for future installations.

RIGHT: The 20,000-seat CONSOL Energy Center in downtown Pittsburgh, PA, is an epicenter for athletic and headliner events.

RESORT
CULTURAL *entertainment*
recreation

RETURN ON INVESTMENT

Whether a property is acquired and developed for short- or long-term use, the primary goals for many real estate projects are to invest capital wisely and see an increase in value.

Expert Guidance

CEC's professionals are keenly aware of the potential pitfalls and obstacles that lead to a lengthy permitting process and costly construction issues. Knowledge of regulations and municipal ordinances combined with comprehensive due diligence services enable CEC to identify site constraints and challenges up front, helping clients mitigate risk, stay on track with tight deadlines and take occupancy sooner.

Site Maximization

CEC starts with the client's objectives in mind and explores the most effective options for maximizing site layout and operational goals, enhancing under-utilized real estate assets and minimizing the costs associated with development. CEC site planners consider future phases of development and construction costs to realize the full potential of the overall project.

User Focused

Sites are developed with an eye toward long-term use and tenant flexibility. CEC takes the time to be fully engaged and knowledgeable about the client's end goals and how a site should function. Property facilities and operations management can play a major role in determining what drives the site's layout, usage and amenities.



TOP: Westinghouse Electric Company's 1 million-sq. ft. LEED-certified headquarters campus for its Nuclear Design Division in Cranberry Township, PA.

LEFT: Polaris Towne Center in Columbus, OH, is a 750,000-sq. ft. inline retail center joined by the 1.5 million-sq. ft. Polaris Fashion Place mall.

RIGHT: Mozzo on Virginia Avenue is an upscale mixed-use project with apartments and commercial space in a growing neighborhood of Indianapolis.

commercial office
RETAIL industrial
MIXED-USE

800.365.2324

www.cecinc.com

Manufacturing

Mining

Natural Gas

Power

Public Sector

Real Estate

Solid Waste

Pre-Development and Due Diligence

Phase I Environmental Site Assessments
Zoning and Regulatory Review
Property Condition Assessments
Utility Assessments
Brownfield Grant Applications
Geotechnical Investigations
Ecological and Cultural Resource Assessments
Surveying

Design

Site Planning/Master Planning
Landscape Architecture
Site Grading and Earthwork
Stormwater Management
Water Quality Design
Erosion and Sedimentation Control Design
Utility Design
Geotechnical Engineering
Roadway Improvements
Green Roof Design
Earth Retention Structures
Environmental Remediation

Permitting

Zoning/Re-Zoning/Site Plan Approval
Wetland and Stream Impacts and Mitigation
Endangered Species
NPDES
Effluent Limitation Guidelines
DOT Permitting

Construction and CQA

Design-Build
Construction Monitoring and CQA
Construction Management
International Building Code Special Inspections
Stormwater Discharge Monitoring and Compliance
Construction As-Builts

Post-Construction

Asset Information Management
Leasing Plans and Exhibits
Green Roof Performance Monitoring
Pavement Evaluation and Rehabilitation
Site Infrastructure Maintenance
ADA Accessibility
Stormwater Discharge Monitoring and Compliance



Civil & Environmental Consultants, Inc.

Dennis E. Miller, P.S.

Vice President

Mr. Miller has 24 years of experience in Abandoned Mine Land & Land Restoration, Acid Mine Drainage, Airport Surveying, Geodetic Control Surveys, High Accuracy Monitoring. He has worked on both private and public sectors and has noteworthy experience in the policies and procedures within WVDEP, WVDOT, FHWA, FAA.

PROJECT EXPERIENCE

Airports & Aviation

Woodsfield Airport, Woodsfield, OH. Mr. Miller was the task manager responsible for supervising the surveying on the runway extension and obstruction project on this airport in Woodsfield.

Barnesville Airport, Barnesville, OH. Mr. Miller was the task manager responsible for supervising the surveying on the access road improvements, and storm drain improvements project on this airport in Barnesville.

Green County Airport, Green County, OH. Mr. Miller was the task manager responsible for supervising the surveying on the runway extension and county route relocation efforts at the airport in Green County Ohio.

Buckhannon Upshur Airport, Buckhannon, WV. Mr. Miller was the party chief and project manager responsible for field surveying and construction layout efforts on this airport project in Buckhannon.

Petersburg Airport, Petersburg, WV. Mr. Miller was the party chief and project manager responsible for surveying the runway extension at the airport in Petersburg.

Elkins Randolph Airport, Elkins, WV. Mr. Miller was the party chief and project manager responsible for surveying and storm drain improvements on runway 23/5 and the taxiway way at the airport in Elkins.

Buckhannon Upshur Airport, Buckhannon, WV. Mr. Miller was the party chief and project manager responsible for field surveying and construction layout efforts on this airport project in Buckhannon.

Nationwide WAAS Airport Obstruction Surveying. Mr. Miller was the program coordinator and project manager, responsible for the overall program development for nationwide WAAS surveying. Mr. Miller performed all field surveying associated and described in AC 150 5300 16A, 17B & 18B including PACS & SACS reestablishment, photo control, runway end, runway centerline, NAVAIDS surveying, UDDF submission.

EDUCATION

A.S., Surveying, Glenville State College

REGISTRATIONS

Professional Surveyor

- WV [REDACTED]
- SC2 [REDACTED]

Oil & Gas

West Virginia Midstream. Mr. Miller is experienced in pipeline and well connects turnkey development. Work included GIS desktop review, pricing and proposals, routing, surveying & mapping, GIS preliminary alignment sheets. Mr. Miller possesses an understanding of NWP 12 & PCN's (2012) regional conditions effecting environmental ECO stream and wetland delineations and reporting, phase 1 environmental site assessments, coordination with cultural resources sub-consultant on due diligence reporting, alignment sheets, understanding of Align DB, and LOD or ROW stake out, property surveys, as-built surveys, WVDOT coordination and access road permitting.

West Virginia Upstream. Mr. Miller served as surveyor in charge and signed over 100 well plats in West Virginia for various oil and gas companies. Work included geodetic control, topographical mapping and boundary determination or verification for well plat and pad development. He performed pre-drill water sampling for oil and gas well permitting. Mr. Miller prepared pricing and proposals, surveying and mapping, oversight of well pad design and plan development, well plat development, construction observation, well pad as-built, oversight of fresh water pond design and plan development, fresh water pond construction observation and as-built.

Ohio Upstream. Mr. Miller is experienced in well pad development and permitting. Work included pricing and proposals, surveying and mapping, well pad design and plan development, well plat development, construction observation, well pad as-built, fresh water pond design and plan development, fresh water pond construction observation and as-built, NWP -12 environmental due diligence reporting, phase 1 ESA's, cultural resources due diligence reporting requirements.

Ohio Midstream. Mr. Miller is experienced in pipeline and well connects turnkey development including GIS desktop review, pricing and proposals, routing, surveying & mapping. He possesses an understanding of NWP 12 & regional conditions effecting environmental ECO stream and wetland delineations and reporting, alignment sheets, LOD or ROW stake out. Work included property surveys, ODOT coordination, prepared alignment sheets for six (6) pipelines totaling approximately 29 miles. Mr. Miller worked with the design team submitting construction documents for six (6) CDP sites and preliminary design and ECO services for four (4) CF facilities.

Surveys / Geomatics

West Virginia Department of Environmental Protection. Mr. Miller was the Program Coordinator for the planning, development and implementation of the work plan to successfully survey & map abandoned mine sites in West Virginia.

This project included the aerial photography / aerial mapping, by both film and lidar, geodetic ground control which included over one-hundred-twenty observation points, photo control points, ground surveying and mapping and quality control. The final mapping was used by various design consultants for the abatement of abandoned mine sites throughout West Virginia.

West Virginia Department of Transportation (Independent Payment Verification). Mr. Miller was the Program Coordinator/Project Manager and served as a field crew member for the past five years on the independent payment verification for the King Coal highway Red Jacket Section. He was responsible for the Independent Payment Verification Reconciliation Report as required by WV DOT and the FHA on 11.37 miles of four lane divided highway which is an active coal mining & construction site. Mr. Miller organized a team of professionals and developed a strategy for the project. The first year the team collected over 23,000 points of conventional & GPS survey data in four days and the second year over 27,000 points of conventional & GPS data was collected in four days. This project is the first FHA sponsored project that the post mining land use from the coal mining activity is a four lane divided highway; this is a public private partnership.

Project Impact Randolph Tucker Partnership. Mr. Miller was the office manager and served as project manager on the planning, development and implementation of the work plan to successfully install and blue book sixty-five (65) new USGS bench mark monuments within Randolph and Tucker Counties in West Virginia. This project was completed in forty-five (45) days to comply with the funding mechanism and involved three offices and over fifteen employees.

Source Water Assessment Program. Mr. Miller was responsible for the overall project management of the Source Water Assessment and Protection Program (SWAP). The purpose of the project was to complete source water assessments and protection plans for fifteen (15) communities in West Virginia, public water supply systems utilizing surface waters to determine past and present possible contaminants. Mr. Miller managed the inventory of all field and researched data including, agency database research, windshield surveys data, field & office GIS & GPS data collection on each site and sub-site, chemical & biological water quality monitoring results for each site, and the development of the Arc View ? Access data management tool, and final report compilation. Responsibilities included data collection (which consisted of visiting several sites throughout West Virginia to GPS possible source water contaminants within a pre-determined zone of critical concern), compiling information from various water treatment plants throughout the state, report compilation and assistance with the development of GIS mapping.

Charleston Newspaper Parking Garage Mr. Miller was the Principal in Charge and overall civil/surveying project manager and civil/survey point of contact for the Design Build of the 340 space parking garage. The design build team had to be

able to overcome the physical limitation of the site and maintain the budgetary requirements. The 4-story above ground and 1-story below grade parking garage presented several design and construction challenges for the civil/survey group. The City of Charleston stormwater management required that stormwater discharge into the existing system ? a six inch or smaller pipe. The design required an eighteen inch pipe. The civil group developed stormwater storage throughout the system and achieved the desired discharge without additional cost to the client. Mr. Miller was able to meet the design and construction schedule on budget while meeting the city of Charleston's storm water collection requirements. The overall success of this design build project was having strong communication and coordination between all the stakeholders associated with this project.

West Virginia Health Right Mr. Miller was the Principal-in-Charge and overall civil/surveying project manager and civil/survey point of contact for the Design Build of the 14,000 SF Health Right clinic. West Virginia Health Right treats around 135 patients per day and is a free clinic; they needed a new facility and had limited funding. This was a very unique project, the contractor offered to perform services at cost without profit, and when we were ask to participate we agreed to do the same. Mr. Miller organized a team of civil and survey staff to complete the project in a short timeline with minimal cost to the client resulting in a successful design build project.

Steven A. Cain, P.E.

Principal

Mr. Cain, a professional engineer with CEC, has more than 22 years of experience in civil engineering design and project management.

Steve's experience in civil engineering design encompasses many aspects of civil engineering design including land surveying, mapping, site development, sanitary sewer system design, storm sewer system design, potable water distribution system design and hydraulic modeling. Additionally, Steve also has experience in water treatment system design and rehabilitation as well as wastewater treatment design.

Steve has also spent a large part of his career in managing projects from conception to completion. As a project manager Steve has assisted clients in identifying potential project needs, assisting the client in securing project funds, performed and directed detail design, and participated in and managed construction activities.

PROJECT EXPERIENCE

Government

Internal Revenue Service Computing Center, GSA

Steve was the Project Designer responsible for the updating of an existing Spill Prevention, Control, and Countermeasure Plan and West Virginia Department of Environmental Protection Underground Injection Permit. Work included field investigation of storm sewers and oil water separators to determine illicit discharge connections and field surveying of existing features to develop base mapping.

United States Custom House, GSA

Steve was the Project Designer responsible for the preparation of a Spill Prevention, Control, and Countermeasure Plan and Operation and Management Plan. Work included field investigation of basement sumps, underground storage tanks and discharge points into storm sewers, to determine possible illicit discharge connections, surveying of existing features to development base mapping and the design of secondary containment practices within the building structure.

Water Distribution System Study, AFCENT

Steve was part of a team assigned to field investigate the water distribution system at the Thumrait Air Base, Oman, for the U.S. Air Forces Central. The project included an in country field evaluation, assembling a base map of existing system components, preparation of a hydraulic model for determining system deficiencies, and preparing a 60%, 90%, and final report document.

Rehabilitation of Water Intake Structure, National Park Service

Steve provided project management and engineering design services for a new water intake structure in the Conococheague Creek for the National Park Service's Cushwa Basin, an interpretive historic site, which is part of the Chesapeake and Ohio Canal system. In addition to the water intake structure, this project included the design of a pneumatic backwash system for the water intake screen, a coffer dam for construction, pump station improvements, access road design, storm water design, a precast concrete building with controls for

EDUCATION

B.S., Engineering Technology - (Civil Emphasis), Fairmont State University

REGISTRATIONS

Professional Engineer

- WV [REDACTED]
- PA [REDACTED]
- MD [REDACTED]

CERTIFICATIONS

Permit & Non Permit Confined Space Entry

10 Hour OSHA Construction Safety & Health

SafeLand

First Aid / CPR

PROFESSIONAL AFFILIATIONS

American Society of Highway Engineers

Fairmont State University Technology Advisory Board

West Virginia Rural Water Association

the backwash system, and electrical system upgrades. Additional services included providing a Condition Assessment Report, Cost Estimates, permitting, construction plans and specifications, meeting minutes, and product data cut sheets.

Water Distribution System Improvements, Confidential Government Agency

Steve was the Project Manager for a water distribution system improvements project that included the design of two (2) 388,000 gallon water storage tanks, a 2,000 GPM constant discharge pressure pump station, new vertical turbine high service pumps, approximately 8,000 LF of 12" ductile iron water line, pressure reducing valve stations, and SCADA system improvements. The project also included the inspection and evaluation of the facilities existing raw water line from its raw water intake to the water treatment plant. Additional services included design charrettes, narratives, cost estimates, and permitting.

Residential/Commercial Development

Ray Dental Office, Linda Ray, DDS

Steve was the Project Manager for the preparation of a site plan and West Virginia Department of Environmental Protection Erosion and Sediment Control permit application for the proposed site development of the Linda Ray (Owner) dental office to be located on Lot No. 5 of the Valley Industrial Park Phase II.

Square at Falling Run, Mac Warner

Steve was the Project Engineer for the Phase 1 Site Development of a new 14-story, 180-unit apartment complex. The project included the site grading plan, water and sewer utility design, access design, and preliminary design on road improvements.

Fisher Mountain Estates, LGI

Steve was the Assistant Project Manager for a 1000-lot residential subdivision which includes conceptual land plans, final construction drawings for roads, utilities, water treatment plant and storage tanks, wastewater treatment plant, and permitting.

Roadways

I-495 Capital Beltway HOT/HOV Lanes, Fluor-Lane

Steve was the Project Designer responsible for water and sanitary utility relocation services for 12 miles of widening and reconstruction with four high occupancy toll/high occupancy vehicle (HOT/HOV) lanes in each direction.

Route 250 Waterline Relocation, City of Fairmont

Steve was the Assistant Project Manager in the creation of plans for the relocation of the 12-inch water line located along the east side of US Route 250 south of Fairmont for the City of Fairmont in preparation for a road widening project. Steve served as a contact point for the projects, as well as project engineer compiling field notes, developing construction plans, and assembling construction details.

Route 250 (Raw) Waterline Relocation, City of Shinnston

Steve was the Assistant Project Manager in the creation of plans for the relocation of the 16-inch raw water line located along US Route 250 South of

Fairmont for the City of Shinnston in preparation for a road widening project. Served as a contact point for the projects, as well as project engineer compiling field notes, developing construction plans, and assembling construction details.

Transportation

Western MD Correctional Instituted Traffic Impact Study, MDSHA

Steve performed data collection and capacity analysis for traffic impact study for new correctional facility to determine off-site roadway improvements. Work included trip generation, traffic assignment and analysis and preparation of condition diagrams.

Street Lighting Project Phase II, Town of Lumberport

Steve was the Project Manager for providing the planning, detailed design, specifications, cost estimates, construction bid documents, and construction engineering and inspection for the installation of 12 additional new historic style street lights. This project was TEA-21 funded.

High Street Retaining Wall and Pedestrian Access, City of Shinnston

Steve was the Project Manager for providing the planning, detailed design, specifications, cost estimates, construction bid documents, and construction engineering and inspection for the construction of a retaining wall to stabilize High Street embankment. The project also included the rehabilitation of the sidewalks and pedestrian access steps that connected High Street to the downtown area.

Wastewater

Barry Street Sanitary Sewer Evaluation Survey (SSES), City of Fairmont

Steve was the Project Manager for providing SSES to determine the cause of basement flooding of 10 residents from the sanitary sewer system along Barry Street in the City of Fairmont. The work included smoke testing the Barry Street drainage shed that provides sanitary and storm sewer service to approximately 200 City of Fairmont customers to determine illegal connections to the sanitary sewer system. Steve performed dye testing and coordinated Close Circuit TV inspection services to determine the cross connections of the storm sewer to the sanitary sewer. A written report was provided summarizing the deficiencies found and provided a written recommendation for corrections that included a preliminary cost estimate for construction.

Sanitary Sewer Improvements Phase II, City of Shinnston

Steve was the Project Manager for the preliminary and final engineering design services for the sanitary sewer system extensions for the Shinnston Sanitary Board. The project consists of the extension of gravity sewer collection and transmission system into areas outside of the City of Shinnston corporate limits to provide public wastewater treatment to approximately 170 new customers. The project area encompasses areas know as Drain Hill, WV20 (Haywood Road), Gypsy Hill, and Gypsy Hill Road. The new system will include six new duplex pump stations and will transport customer wastewater to the City of Shinnston existing wastewater treatment plant.

Sanitary Sewer Improvement Project, City of Grafton

Steve was the Project Engineer for investigating and recommending sanitary sewer improvements that were necessary for compliance with the City of Grafton's Long Term Control Plan (LTCP). The planned improvements included the installation of a new sanitary collection system in the older downtown area of the city that currently has a combined storm/sanitary system. The project will include approximately 10,000 LF of line installation, along with 54 manholes.

Wastewater System Improvements, Town of Franklin

Steve prepared for submission to the West Virginia Infrastructure Jobs and Development Council for a preliminary engineering report detailing the proposed upgrades and improvements to the Town of Franklin's existing 200,000 GPD lagoon system wastewater treatment plant. The project also included collection system improvements by means of internal pipe lining systems and the installation of the new manholes within the Town's older downtown collection system. Steve also provided final design of the proposed improvements.

Kingmill Valley PSD Sewer Upgrades Phase II, KMVPSD

Steve prepared the preliminary engineering report for the submission to the West Virginia Infrastructure Jobs and Development Council for the design and construction of a new wastewater collection system for the Millersville area of Pleasant Valley, West Virginia. The project also included the design of upgrades to nine existing wastewater pumping stations. Preliminary engineering report included preliminary engineering design, cost estimates, and proposed funding scenarios.

Sanitary Sewer Improvements Phase I, City of Shinnston

Steve was the Project Manager for the preliminary and final engineering design services for the sanitary sewer system improvements for the Shinnston Sanitary Board. The project consisted of the study of the city's entire sanitary sewer system and identifying areas where significant amounts of inflow and infiltration are entering the sanitary sewer system and proposing corrective action. Preliminary engineering services included extensive sanitary sewer evaluation surveys, which included detailed field inspections of existing facilities, smoke and dye testing, flow monitoring, line videos, and hydraulic modeling. Preliminary engineering services also included the planning of proposed improvements, feasibility studies, and assistance in obtaining funding. Final design of accepted alternatives, bid package preparation, construction management and inspection services, and as-built drawing preparation were also part of this project.

Sanitary Sewer Improvements, City of Fairmont

Steve was the Project Engineer for the preliminary and final engineering design services for the sanitary sewer system improvements for the Fairmont Sanitary Board. The project consisted of the study of the city's entire sanitary sewer system and identifying areas where significant amounts of inflow and infiltration are entering the sanitary sewer system and proposing corrective action. Preliminary engineering services included extensive sanitary sewer evaluation surveys, which included detailed field inspection of existing facilities, smoke and dye testing, flow monitoring, line videos, and hydraulic modeling. Preliminary engineering services also included the planning of proposed improvements, feasibility studies, and assistance in obtaining funding. Final design of accepted

alternatives, bid package preparation, construction management and inspection services, and as-built drawing preparation were also part of this project.

Dakota/Meredith Springs Wastewater System Extension, City of Fairmont

Steve was the Project Engineer for the planning, design, and construction inspection services for a sanitary sewer extension serving approximately 100 residences in the Meredith Springs/Dakota Camp Area within the City of Fairmont service area. The project also included the preparation of a facilities plan and funding applications for submission to the West Virginia Department of Environmental Protection. Design services included the routing and design of a gravity sewer system, manholes, lift stations, and all appurtenances, the preparation of specifications, bidding, and contract documents, solicitation of bidders, and recommendation for award. Steve was also responsible for providing construction management services and overseeing construction inspection services including constructability review, project inspection, contractor pay request reviews and as-built drawing preparation.

Town Of Flemington Sewer System, Town of Flemington

Steve was responsible for the preparation of the preliminary engineering report, funding applications, overall design, bidding documents with technical specifications, bidding procedures, construction engineering, and budget control for a sanitary sewer collection and treatment system. The project consisted of nearly six miles of gravity and pressure collection lines. The project also included the design and construction of four sewage lift stations and a 50,000-GPD extended aeration wastewater treatment plant. Other responsibilities included the acquiring of a wasteload allocation, West Virginia Public Service Commission certificate, West Virginia Division of Environmental Protection National Pollutant Discharge Elimination System permit, West Virginia Division of Highways permit and all other permits necessary for construction.

Town of Farmington Wastewater Improvements, Town of Farmington

Steve performed inflow and infiltration investigation by means of visual inspection, smoke testing, dye testing, and television video. Steve was also responsible for overall design of improvements, bidding documents with technical specifications, bidding procedures, construction engineering, and budget control. Steve provided construction management duties during the construction phase of improvements that included the construction of a 125,000-GPD oxidation ditch wastewater treatment plant.

Water

Kanawha Falls Water System Improvements, Kanawha Falls PSD

Steve was the Project Manager for the preliminary design and detailed design services for a water system extension project to provide potable water service to approximately 50 new customers in the Kanawha Falls and Boonesborough area of Fayette County, West Virginia. The project includes the construction of a new distribution system and a 30 GPM hydro-pneumatic booster pump station.

Water System Improvements Phase II, City of Shinnston

Steve was the Project Manager for the preliminary and final engineering design services for the replacement of approximately 11 miles of existing 10" cast iron

water line with new 12" PVC water line from the City's water treatment facility to the connection point in the City limits. Preliminary engineering services included the planning of proposed line replacement improvements, feasibility studies, and assistance in obtaining project funding. Final design included the line replacement, the design of a Johnson Screen at the raw water intake, and bid package preparation.

Stonewood Water System Improvements, City of Stonewood

Steve was the Project Manager for conducting a water loss study for the City of Stonewood that identified that the unaccounted water loss ranged on average from 15 to 30 percent. The water loss study included the review of the existing system data, acoustical testing, correlation testing, pressure evaluations, evaluation of break reports and review of the billing records. Steve also provided oversight of design for the proposed improvements. The project was designed for the replacement of the 50 year old existing water distribution system throughout the City of Stonewood's residential communities. The construction was completed in 2015.

Jane Lew Water System Improvements, Jane Lew PSD

Steve was the Project Manager for the design and construction of approximately 11,500 LF of two-inch galvanized waterline including valves, the removal and replacement of 25 existing gate valves, the installation of 17 new gate valves in the existing distribution system, and installation of 13 bypass meters. The project also included the installation of an eight-inch diameter river crossing pipe to replace an existing crossing, the installation of a supervisory control and data acquisition (SCADA) controlled solenoid valve station and booster chlorination station. Additionally, the project included the extension of 1,500 LF of two-inch polyvinyl chloride water line and a 37 GPM booster pump station to provide service to six new customers and included the fencing of the existing 100,000 gallon water storage tank for security purposes.

Fairmont-Mannington Water Main, City of Fairmont

Steve was the Project Manager for the planning, design, and construction inspection of a 13-mile water main extension from the City of Fairmont to serve the City of Mannington. The project included mapping, route surveys utilizing GPS, assistance in obtaining project funding, design of the 13-mile, 12-inch, and 16-inch water main, preparation of specifications, bid and contract documents, right-of-way acquisition, construction surveys, and construction management and inspection services.

Alpine Lake Water System Improvements, ALPUC

Steve was the project engineer for the preliminary design, detailed design, and construction services for a water system improvement project. Improvements to the water system included the design of four booster pump station upgrades, distribution line replacement, and storage tank improvements. The project also included the planning and design of two new source wells and the design and construction of a new potable water treatment facility.

Water System Improvements, City of Shinnston

Steve was the Project Engineer for the planning, design, and construction

inspection services for a water distribution system upgrade for the City of Shinnston. Services included the mapping and hydraulic modeling of the existing water distribution network, the identification of problem areas, forecasting future water usage for projected growth areas and the completion of funding applications, detailed design drawings, specifications, bidding, and contract documents, solicitation of bidders and recommendations for award. CEI services include constructability reviews, construction management, project inspection, processing routine pay requests and the preparation of as-builts drawings. The project successfully reduced unaccounted for water from 35% to 10%.



CAS Structural Engineering, Inc.
Alum Creek, WV



Firm Profile

CAS Structural Engineering, Inc. – CAS Structural Engineering, Inc. is a **West Virginia Certified Disadvantaged Business Enterprise (DBE)** structural engineering firm located in the Charleston, West Virginia area.

Providing structural engineering design and/or analysis on a variety of projects throughout the state of West Virginia, CAS Structural Engineering has experience in excess of 25 years on the following types of building and parking structures:

- Governmental Facilities (including Institutional and Educational Facilities)
- Industrial Facilities
- Commercial Facilities

Projects range from new design and construction, additions, renovation, adaptive reuse, repairs and historic preservation (including use of The Secretary of the Interior's Standards for Rehabilitation) to evaluation studies/reports and analysis.

CAS Structural Engineering utilizes AutoCAD/REVIT for drawing production and Tedds, Enercalc and RISA 2D and 3D engineering software programs for design and analysis. Structural systems designed and analyzed have included reinforced concrete, masonry, precast concrete, structural steel, light gauge steel and timber.

Carol A. Stevens, PE is the firm President and will be the individual responsible for, as well as reviewing, the structural engineering design work on every project. Carol has over 25 years of experience in the building structures field, working both here in West Virginia and in the York, Pennsylvania vicinity. Carol is also certified by the Structural Engineering Certification Board for experience in the field of structural engineering.

CAS Structural Engineering, Inc. maintains a professional liability insurance policy.

PO Box 469 • Alum Creek, WV 25003-0469 **PHONE** 304-756-2564 **FAX** 304-756-2565 **WEB** www.casstruceng.com

PROVIDING STRUCTURAL ENGINEERING SOLUTIONS FOR YESTERDAY, TODAY AND TOMORROW
COMMERCIAL, GOVERNMENTAL AND INDUSTRIAL STRUCTURAL DESIGN, ANALYSIS AND RESTORATION
A WEST VIRGINIA CERTIFIED DBE CONSULTANT • CERTIFIED IN THE PRACTICE OF STRUCTURAL ENGINEERING

WV **VA** **KY** **OH** **MD** **PA**

BEECH FORK STATE PARK POOL, BATHHOUSE AND CABINS

Barboursville, West Virginia



The project included design of new cabins with exposed glulam scissors roof trusses.

A new pool and bathhouse were also part of the design for the project.



TWIN FALLS STATE PARK LODGE ADDITION

Mullens, West Virginia



Performed structural design for new 28,000 SF addition to existing lodge facility. Addition includes new lobby and conference areas, sleeping rooms, indoor pool facility and all support spaces.

Construction materials consisted of timber, concrete, masonry, precast plank and structural steel.



Project Owner: West Virginia Division of Natural Resources
Contact Person: Brad Leslie, PE
Contact Phone: (304) 558-2764
Professional Services End Date: December 2009
Construction Completion Date: Winter 2010
Construction Cost: \$7.3M



STRUCTURAL INVESTIGATION HAWKS NEST STATE PARK LODGE Ansted, West Virginia



Project includes investigation into causes of structural cracking in existing lodge facility and providing solution to the problem.

Currently completing a report for the Owner with photo documentation of conditions found and recommendations for repairs and associated construction cost estimates.



Part of the investigation included having a contractor perform probes to observe the condition of the structural elements and connections.



STRUCTURAL INVESTIGATION MAIN CAPITOL BUILDING DOME

Charleston, West Virginia



The structural steel in the lantern level shows evidence of deterioration. Project included probing to determine extent of deterioration and preparation of plans and specifications for repairs.



The structural steel after being repaired and the regilding complete. Project included returning the dome to the original Cass Gilbert color scheme.

AIA New York State Merit Award 2006





Removal of one decorative column wrap indicated that back-up structure was severely deteriorated. Members were replaced with new galvanized components.



Deterioration of steel supporting sheet metal exhibited such deterioration that portions of the steel have disintegrated.





Concrete at the railing level was hidden from view and repaired once the sheet metals was removed and the deterioration was found.



Completed dome restoration shows the original sheet metal detail on the previous lead coated copper sheet metal. The lead coating was compromised over the years. As a result, a coating system had to be applied to protect the copper sheet metal.



COLLETT HOUSE

Beverly, West Virginia



The original portion of this structure was constructed as a log cabin in the 1770's. This project included foundation stabilization and log wall and floor framing repairs.

The foundation had settled over the years. As a result, the rear portion of the building had to be jacked up approximately 6-inches and new foundation supports were installed.



JOB'S TEMPLE

Glenville Vicinity, West Virginia



This log structure was constructed in the 1860's, having begun prior to the Civil War and completed afterward. The years had taken a toll on the main logs/beams at the top of the walls supporting the roof structure.

The uphill wall was exhibiting damage due to the condition of the beam at the top of the wall, allowing the wall to push out from thrust on the deteriorated beam.



The structure was originally constructed of local poplar trees and clay chinking. A replacement log was hand hewn to the required size for the beam on the uphill side. Epoxy repairs were made to the beam on the downhill side. A team of horses brought the log to the site.



LEWIS COUNTY COURTHOUSE INVESTIGATION AND REPAIRS

Weston, West Virginia



This 1887 courthouse is constructed of brick masonry walls with heavy sandstone foundations and wood roof structure. This project involved several phases, including an assessment phase to detail the repair needs for the facility and a construction cost estimate for these repair items.

The bell tower and cupola framing need structural repairs, some of which were completed during the roofing repair phase of this project. Additional structural roof framing repairs have been identified but the design documents have not been developed at this time.



The roof repair work was completed in the fall of 2011. Structural repairs within the bell tower were completed at that time.



STRUCTURAL INVESTIGATION

PIPESTEM STATE PARK RECREATION BUILDING

Pipestem, West Virginia



The pool deck is supported by this structure, thus the severe deterioration due to leaking joints in the deck. Once the decking is repaired, a new coating system must be installed to prevent chemically treated water from deteriorating the structural members.



A steel pipe column was added below the bearing end of this beam due to the severe deterioration at the end of the beam.



Project includes investigation into causes of structural cracking in existing recreation building and preparing a construction cost estimate for repairs.



TUCKER COUNTY COURTHOUSE INVESTIGATION AND REPAIRS

Parsons, West Virginia



This 1898 courthouse is constructed of massive red brick with and is a centerpiece in Parson, Tucker County, WV. This project included providing a condition assessment report for stabilization and restoration of this structure.



The façade elements are in need of repair in many locations.



The chimneys are in need of repointing and new caps. Additionally, there are several structural issues related to framing that are in need of repair. The assessment report, which included budgeting of the repair items, led to the first phase of repairs/restoration of the chimneys.



Carol A. Stevens, PE, F.ASCE

Structural Engineer



EDUCATION

West Virginia University, BSCE, 1984
Chi Epsilon National Civil Engineering Honorary
The Pennsylvania State University, ME Eng Sci, 1989

PROFESSIONAL REGISTRATION

P.E. 1990 Pennsylvania
P.E. 1991 West Virginia
P.E. 1994 Maryland
P.E. 2008 Ohio
P.E. 2010 Kentucky

BACKGROUND SUMMARY

2001 – Present President, Structural Engineer
CAS Structural Engineering, Inc.

1999 – 2001 Structural Engineer
Clingenpeel/McBrayer & Assoc, Inc.

1996 – 1999 Transportation Department Manager
Structural Engineer
Chapman Technical Group, Inc.

1995 – 1996 Structural Engineer
Alpha Associates, Inc.

1988 – 1995 Structural Department Manager
Structural Engineer
NuTec Design Associates, Inc.

1982 – 1988 Engineer
AAI Corporation, Inc.

PROFESSIONAL ASSOCIATIONS

American Society of Civil Engineers
National Society of Professional Engineers
American Concrete Institute
American Institute of Steel Construction
West Virginia University Department of Civil and
Environmental Engineering Advisory Committee Chair
West Virginia University Institute of Technology
Department of Civil Engineering Advisory Committee

CIVIC INVOLVEMENT

ASCE Christmas in April Project
Engineer's Week Speaker

EXPERIENCE

West Virginia, Canaan Valley Resort State Park:
Structural investigation and recommendations for repairs
to the five (5) existing overnight sleeping facilities.

**West Virginia, Twin Falls Resort State Park Lodge
Addition:** Structural design for new 28,000 SF addition to
existing facility, including new entrance lobby, conference
areas, sleeping rooms and indoor pool.

West Virginia, Hawks Nest State Park Lodge: Analysis of
structural cracks in lodge building. Work included probes
to determine condition of existing connections between
structural elements.

**West Virginia, State Capitol Complex, Governor's
Mansion:** Structural analysis and design in addition to
evaluation report for modifications and renovations to
several areas of mansion. Building is on State Historic
Register and was constructed in the 1920's.

**West Virginia, State Capitol Complex, Holly Grove
Mansion:** Structural evaluation report for preliminary
condition assessment of building structure. Building is on
State Historic Register and was constructed in the 1830's.

**West Virginia, State Capitol Complex, Main Capitol
Building Parapet:** Exploratory investigation of
limestone/brick parapet/balustrade of Main Capitol
Building to determine cause of movement/cracking/ leaks.
Construction contract for repairs has been completed.
Building is on State Historic Register and was constructed
in the 1920's and 1930's.

West Virginia, Twin Falls Resort State Park: Structural
evaluation of existing recreation building.

West Virginia, Pipestem Resort State Park: Structural
evaluation of existing recreation building.

West Virginia, Cabwaylingo State Forest: Structural
evaluation of existing dormitory buildings constructed in
the 1950's.

**West Virginia, State Capitol Complex, Main Capitol
Building Dome:** Exploratory investigation of structural
steel components of Lantern Level of dome and
development of contract documents for repairs. Building

PO Box 469 • Alum Creek, WV 25003-0469 **PHONE** 304-756-2564 **FAX** 304-756-2565 **WEB** www.casstruceng.com

PROVIDING STRUCTURAL ENGINEERING SOLUTIONS FOR YESTERDAY, TODAY AND TOMORROW
COMMERCIAL, GOVERNMENTAL AND INDUSTRIAL STRUCTURAL DESIGN, ANALYSIS AND RESTORATION
A WEST VIRGINIA CERTIFIED DBE CONSULTANT • CERTIFIED IN THE PRACTICE OF STRUCTURAL ENGINEERING

WV VA KY OH MD PA

is on State Historic Register and was constructed in the 1930's.

West Virginia, Historic Putnam-Houser House (Parkersburg): Designed system for stabilization and upgrades to floor framing of building that was constructed in the 1700's.

West Virginia, Upshur County Courthouse: Developed construction documents for structural repairs to main entrance, dome and monumental sandstone columns of 1899 structure. Work was recently completed and received a WVAIA Honor Award for Design Excellence.

Ohio, Mahoning County Courthouse: Completed preliminary structural observation report of exterior façade conditions to recommended phased repairs for terra cotta and granite façade. Building is on State Historic Register and was constructed in the early 1900's.

West Virginia, State Capitol Complex, Building 5: Structural design and analysis for support of new boilers and other mechanical equipment to be placed in mechanical penthouse.

West Virginia, State Capitol Complex, Building 7: Investigation and development of Construction Documents for new elevators.

West Virginia, State Capitol Complex, Building 3: Structural design and construction administration of repairs to limestone canopy. Building is eligible to be placed on State Historic Register and was constructed in the 1950's.

West Virginia, State of West Virginia Office Building #21, Fairmont, WV: Preliminary structural observation report for condition assessment of building structure.

West Virginia, State Capitol Complex, Building 5: Structural design and analysis for support of new boilers and other mechanical equipment to be placed in mechanical penthouse.

West Virginia, Hampshire County Courthouse: Structural design for new elevator for existing historic building.

West Virginia, Shinnston Park: Structural design of new outdoor pool.

PREVIOUS EXPERIENCE

West Virginia, State Capitol Building, North Portico Steps: Designed structural system to replace deteriorated reinforced concrete slab at landing on north side of Capitol steps. Building is on State Historic Register and was constructed in the 1930's.

West Virginia, Beech Fork State Park Pool, Bathhouse and Cabins: Designed structure for new bathhouse, swimming pool and cabins.

West Virginia, Moncove Lake State Park Pool: Designed structure for new swimming pool.

West Virginia, Upshur County Courthouse Annex: Performed structural evaluation and design for repairs to existing multi-story Annex addition.

West Virginia, Canaan Valley Resort and Conference Center: Structural feasibility study to upgrade lodging units.

West Virginia, West Virginia University Masterplan: Investigated structural floor load capacity of several university buildings as a consultant to a large national architectural firm for masterplan.

West Virginia, Morgantown High School Additions: Designed steel framing and foundations for science classroom, cafeteria and gymnasium additions to existing education complex.

Pennsylvania, Hampton Inn: Structural design of new 5-story masonry and precast plank hotel building.

Pennsylvania, Comfort Inn: Structural design of new 5-story masonry and precast plank hotel building.

Pennsylvania, Misericordia University: Structural design of new 4-story masonry and precast plank dormitory building.

Pennsylvania, Metropolitan Edison Company, Headquarters: Structural design of new 80,000 SF two-story office addition to existing complex.

Pennsylvania, York County Government Center: Structural analysis and design of 1898 former department store converted to county government offices. Interior renovations included adding floor framing at mezzanine level, analyzing and redesigning deficient floor framing, and adding new elevators. Exterior renovations included complete façade rework to recreate original appearance.



ZDS Design / Consulting Services
St. Albans, WV



ZDS offers an effective organizational structure -- one that takes each project from inception through completion, working as an extension of the client every step of the way.

Excellent mechanical and electrical design results from an experienced team, as well as listening to the needs of the client.

ABOUT ZDS DESIGN/CONSULTING SERVICES

ORGANIZATION

In 1983, Todd A. Zachwieja founded ZECO Consultants. In 1994 **ZDS** Limited Liability Company was incorporated in West Virginia using dba **ZDS** Design/Consulting Services, and was founded to provide design and consulting services. Today **ZDS** founders have combined experience exceeding 150 years of technical expertise:

Todd A. Zachwieja, PE, C.E.M., LEED AP, Chief Executive Officer, brings with him over 38 years in the design and consulting business.

Ted T. Zachwieja, Founder, M/E/P Construction Administration Project Executive, has over 55 years experience in the design and consulting business. He was owner of Ted T. Zachwieja & Company from 1962 to 1982.

Daniel H. Kim, Ph.D., Manager of Strategic Planning, brings with him over 27 years in the design and consulting business and is one of the nation's leading experts in organizational management. He is also owner/founder of Pegasus Communications, Inc. from 1991 to present.

Lori L. Zachwieja, C.P.A., Chief Financial Officer, M.F.A., was co-founder of ZECO Consultants and brings over 30 years experience in operating a business.

SERVICES

MECHANICAL	ENERGY	INDOOR AIR QUALITY
ELECTRICAL	BIM	3D LASER SCANNING
PLUMBING	COMMISSIONING	EXPERT WITNESS

Each new project is assigned to a principal in charge who will follow the project from inception through commissioning.

ZDS assigns the production staff according to the nature of the project and the work force necessary to meet the schedule. The principal in charge of that project determines if consultants are needed and coordinates all areas. After bidding, a principal of **ZDS** coordinates visits to the job site regularly, all the way through the post-warranty inspection.

ZDS believes in the team approach when providing engineering design and consulting services. We start with our client as the number one member on our team. We listen to the needs and concerns of our client and that becomes the basis for our design. Our design expertise includes:

MECHANICAL DESIGN

- Heating & Ventilation
- Air Conditioning
- Piping
- Environmental Controls
- Process Controls
- Refrigeration
- Plumbing
- Medical Gases
- Sprinkler-Fire Protection
- Master Planning

ELECTRICAL DESIGN

- Power Distribution
- Interior Lighting
- Exterior Lighting
- Emergency Power
- Communications
- Technology
- Fire Alarm
- Security
- Life Safety
- Master Planning

ZDS provides comprehensive design services. We have experience and specialties in indoor air quality, energy management and commissioning, along with traditional mechanical and electrical design experience dating back as far as 1958. We offer a complete package.

ZDS works with all levels of the client’s staff: the building owner, budget supervisor, operating and maintenance staff and others impacted by the project. We recognize that the maintenance and operating staff live with the design long after the project’s completion. We listen to and work with those who will continue to operate and maintain the equipment. We find that proper communication benefits the client throughout the design process and beyond.

The **ZDS** design team provides a total system evaluation for cost-effective selection, installation, and ease of maintenance for both new systems and retrofit of in-place systems.

Design begins with our client. Our staff meets with our client to review their concerns, budgets and schedules. The **ZDS** design team reviews the entire picture, and ends with “A Total Design.”

COMPANY LEGAL NAME
ZDS Limited Liability Company dba ZDS Design/Consulting Services

LOCATION OF INCORPORATION
 West Virginia

FOUNDERS
 Todd A. Zachwieja, P.E., C.E.O.
 Lori L. Zachwieja, C.P.A., C.F.O.
 Ted T. Zachwieja, Executive
 Daniel H. Kim, Ph.D.

OFFICES
 St. Albans, WV

EMPLOYEES
ZDS currently employs design professionals covering all aspects of our services.



INDOOR AIR QUALITY SERVICES

ZDS provides consulting engineering services for the indoor air quality (IAQ) environment. These services include: strategic planning for renovation and new construction projects; technical research and writing; specialized applications software development; corporate and professional training programs; publications support and fulfillment; and site-specific engineering and scientific consultation.

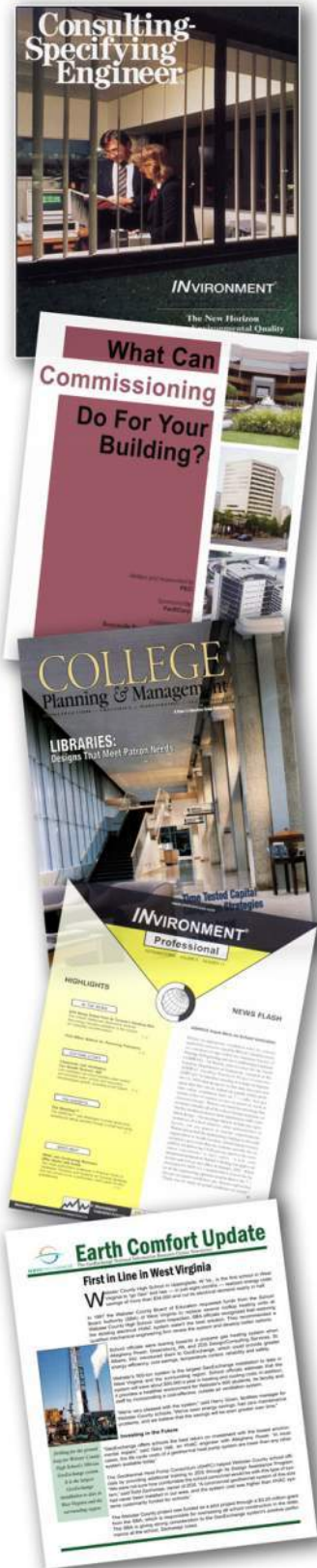
Todd Zachwieja, **ZDS** Principal, is contributing editor for the following IAQ publications:

- Technical Review Panel for the publication of the *INvironment™ Handbook of Building Management and Indoor Air Quality*, by Chelsea Group and published for Powers Educational Services
- Technical Review Panel for the quarterly publication of the *INvironment™ Newsletter*, by Chelsea Group for Powers Educational Services
- *Ventilation for a Quality Dining Experience: A Technical Bulletin for Restaurant Owners and Managers*, released in January 1993
- *The New Horizon: Indoor Environmental Quality*, published as a supplement to an issue of *Consulting-Specifying Engineer* magazine, a trade magazine distributed to roughly 50,000 engineers
- Editorial Advisory Board member reviewing the articles of the monthly publication *INvironment™ Professional*
- Editorial Advisory Board member of **POWER PRESCRIPTIONS™ Indoor Air Quality Publication** by Electric Power Research Institute

ZDS provides Indoor Air Quality (IAQ) services for major corporations, government organizations and property owners to resolve their specific facility problems:

- Resolve “sick building syndrome”
- Identify solutions to building-related illnesses due to extensive biological contamination
- Develop solutions for HVAC systems, temperature controls, equipment, operating and maintenance practices for indoor air quality
- Commission new and renovated facilities to minimize or eliminate IAQ issues before problems arise
- Develop and establish master plans as well as conduct training seminars for IAQ of schools and commercial buildings

As one of the nation’s leaders in Indoor Air Quality (IAQ), **ZDS** provides sophisticated technical expertise that enables our client to be proactive in solving and preventing indoor environmental problems.

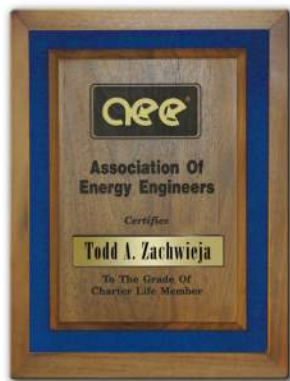


SUMMARY

At **ZDS**, our engineering staff integrates energy efficiency into each project design to provide you, our client, with the added value that you expect and deserve. The **ZDS** team approach represents a tremendous amount of experience in designing energy efficient facilities. **ZDS** offers a comprehensive range of energy management services including:

- Providing detailed analysis of facilities
- Recommending sound and proven energy saving solutions
- Implementing energy management improvements
- Determining, quantifying and assisting in securing available Utility and Government grants
- Evaluating and documenting utility savings

Todd Zachwieja received AEE's LEGENDS IN ENERGY AWARD in 2007 and 2008 for lifetime achievements in energy. The **ZDS** team members take pride in the quality of their projects and have been responsible for designing and implementing numerous energy management programs. These programs are providing significant energy improvements and include optimizing, central utility plant equipment, control systems, air handling systems, lighting systems, and other energy consuming equipment.



Recent projects include:

- Interconnecting boilers and chiller plant systems
- Designing Geothermal HVAC systems
- Optimizing HVAC equipment and operating sequences, including upgrades to variable speed operation
- Installing Direct Digital Control (DDC) Energy Management Systems
- Replacing inefficient lighting equipment with energy efficient systems
- Modifying air handling equipment from 100% outside air to return air operation
- Implementing heat recovery units into HVAC equipment
- Improving laundry, kitchen and other process application efficiencies

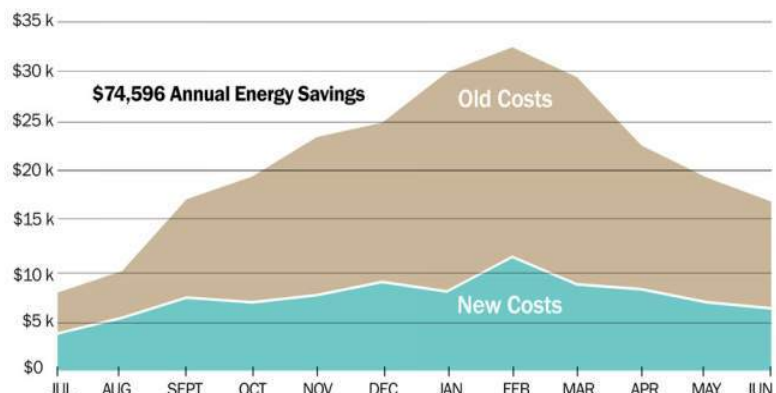
In addition to the energy management projects outlined above, the **ZDS** team members have extensive experience in identifying and implementing energy efficient operating and maintenance measures. These are typically low cost or no cost measures that include:

- Inspecting, calibrating temperature controls and adjusting outdoor air dampers
- Commissioning economizer cycle operation
- Testing steam traps and pressure relief equipment operation
- Enabling heating and cooling equipment only when required



Webster County Schools received Energy Star certification in 2013 as one of nation's top 25% of energy efficient schools.

Chart Below: ZDS designed and implemented the region's first and largest commercial geothermal system saving Webster County High School over \$74,596 in energy savings.



The **ZDS** team is trained and experienced in advising you of program options to incorporate energy efficiency and operational savings features into the design of your new construction and renovation projects. At **ZDS**, we view our role as helping you to define your own energy efficiency needs and goals through identifying energy savings options and providing supporting financial information. We then help you fit your energy efficiency needs and goals into a workable budget and schedule, and then design a program to fill those needs.

Sustainable “Green Building” design, including LEED certification, recognizes the importance of commissioning. The design and construction industry have had start-up problems when a facility is occupied and construction deficiencies were not discovered until the contractor’s traditional one-year warranty period expired. The mechanical and electrical systems have continued to become more complex with sophisticated control systems and equipment, and a mountainous amount of changing technology. If not properly addressed, building owners could face numerous operational problems from “Sick Building Syndrome,” excessive energy costs, and uncomfortable indoor environments. Commissioning is the missing link between design and implementation.

Subsequent to joining **ZDS**, Todd Zachwieja established commissioning services for one of the nation’s largest energy service companies. He is also a LEED Accredited Professional. Many utility companies and building owners now require commissioning for new or renovated facilities in order to maximize the use of their investments in their facilities and to obtain LEED certification.

The commissioning process offers the following benefits:

- Improved comfort, serviceability and owner understanding of systems and design intent
- Added technical support for the owner and being proactive in preventing new problems
- Reduced maintenance and decreased expenses related to operating deficiencies
- Early identification and resolution of system discrepancies while designers and contractors are still under contract and on the job
- Verification of system performance while meeting financial restraints
- Commission new and renovated facilities to minimize or eliminate IAQ issues before they become problems

ZDS and its consultants offer commissioning services for their commercial and institutional clients, including meeting LEED enhanced commissioning requirements. These services include strategic planning and operations assistance for renovation and new construction projects. Commissioning services consist of construction document review, equipment performance testing, documentation of design criteria, value engineering, operational fine tuning, coordination of professional operations training programs and site-specific engineering consultation. Our project team has the unique experience of in-depth design knowledge and hands-on operations knowledge that fills in the gap between traditional design services and the building owner’s operational needs.

NATIONAL RECOGNITION

The National Conference on Building Commissioning invited Todd Zachwieja, owner of **ZDS**, to speak. He jointly presented a paper with the Director of Maintenance of Charleston Area Medical Center’s Memorial Division. The Tampa, Florida Conference involved experts nationwide.

The principal owners of **ZDS** and their consultants have extensive experience in building commissioning and have saved their customers hundreds of thousands of dollars in construction costs and operating costs through their efforts.

The design team at **ZDS** is the best to provide engineering services for your project. Satisfying our client’s individual needs and distinct requirements is the foremost concern of **ZDS**.

The most important member of the design team is the client. We make every effort to involve our clients throughout the entire process, from planning through construction and beyond.



Since 1958, the **ZDS** design staff has provided millions of dollars of engineering design services on a variety of project types.

ZDS clients can rest assured that the design team will be available, not just for the year or two that we are involved in the initial design and construction, but also for years that follow as questions arise about your facility. A good engineered system and its equipment should last 15 to 40 years. Why not select a design firm with experienced staff committed to their projects with a comparable track record.

Through the efforts of our staff, working locations include:

- | | |
|---------------|----------------|
| West Virginia | Massachusetts |
| Arkansas | Michigan |
| California | New York |
| Colorado | North Carolina |
| Connecticut | Ohio |
| Florida | Pennsylvania |
| Georgia | South Carolina |
| Hawaii | Tennessee |
| Illinois | Texas |
| Indiana | Virginia |
| Kentucky | Washington, DC |
| Maryland | Wisconsin |



The **ZDS** design team will provide comprehensive services utilizing experienced staff through planning, cost estimating, engineering, coordination of bidding, regular site visitation during construction and specifications for equipment. You, our client, will greatly benefit from a single point of responsibility for every need your project may have.

The **ZDS** staff has the expertise with codes and standards. We have extensive experience in conducting engineering code surveys of existing facilities. Our staff has excellent working relationships with the West Virginia Fire Marshal's Office, West Virginia Department of Education and the West Virginia School Building Authority.

In addition to comprehensive Engineering services from an experienced design team, another major consideration in the selection of your engineer and design staff should be their track record. **ZDS'** organization has an unbeatable, long running, and well-known track record for meeting our clients' needs, on time and within budget, with outstanding quality.

ZDS views these characteristics as the foundation of Quality. We look forward to the opportunity to discuss our ideas with you and assist you by providing solutions for your needs with a full range of services from Planning to Commissioning.

CLIENTS

- Charleston Area Medical Center
- Charleston National Bank/Chase
- Concord University Nick J. Rahall II Technology Center
- District 2 Headquarters' Building HVAC Renovations, Huntington, WV
- General Motors North America Operations
- Harvard University Arboretum
- IMC Data Center, WV
- Kanawha County Commission Courthouse and Judicial Annex Renovations/Additions
- Laidley Towers, Charleston, WV
- Marshall University Harris Hall HVAC Renovations Smith Hall Renovations
- Meadowbrook & Burnsville Rest Areas
- Mercer County Courthouse
- Pocahontas Community Center
- St. Patrick Church Renovations, WV
- Tucker County Courthouse
- University of Charleston
- Veterans Administration
- Webster County Development Authority
- Webster County Schools
- White Sulphur Springs Welcome Center
- WV Air National Guard
- WV Army National Guard
- WV Dept. of Education
- WV Division of Energy
- WV Dept. of Transportation
- WV Division of Health & Human Resources – State-Wide
- WV Division of Culture and History Renovations
- WV Division of Protective Services
- WV General Services Administration – Capitol Complex HVAC Renovations
- WV Higher Education Policy Commission
- WV Parkways Authority HVAC Renovations
- West Virginia University

Engineering for Commercial Facilities

ZDS project experience includes a wide variety of commercial buildings — office, retail, judicial, banking, dining, technical and other facility types.

Bank One/Chase

Chase Tower (formerly Bank One) contains 271,000 ft² of professional office space and is a Charleston skyline focal point. ZDS replaced the core central HVAC system for the entire building.



Laidley Tower



Laidley Tower is one of the State's tallest buildings rising 18 stories high.

ZDS provided the Master Engineering Planning for the whole structure.

ZDS upgraded the core Mechanical/Electrical and Plumbing systems as well as customized tenant build-out renovations.



Design/Consulting Services



West Union Bank

An AIA Awarded project, ZDS provided HVAC, plumbing and electrical engineering which included rigorous bank security standards and systems.

Clear Mountain Bank *(formerly called Sabraton)*



ZDS provided comprehensive HVAC, plumbing and electrical engineering which included stringent bank security systems.



Design/Consulting Services



ZDS engineered the prototype for all of the Welcome Centers and Rest Areas throughout West Virginia.

West Virginia Welcome Center and Rest Area in Burnsville

ZDS provided engineering planning, design, bidding and construction admin services for M/E, Plumbing and Fire Protection.

ZDS also evaluated the existing courthouse's potential power needs and incorporated those in the new Judicial Annex's electrical systems while providing emergency power.



Mercer County Annex



West Virginia Division of Culture and History

A 228,500 ft² Facility



Emergency Power Generator

Renovations save the Museum nearly \$153,000 in annual energy costs while preserving the State's priceless collection with proper HVAC, humidification, lighting, electrical and power generator systems.





IMC Data Operations Center

An AIA Awarded facility with sustainable features including geothermal energy.



Concord University Nick J. Rahall Technology Center

An intensive evaluation showed the benefits of constructing a new 50,000 ft² facility attached to an existing structure.



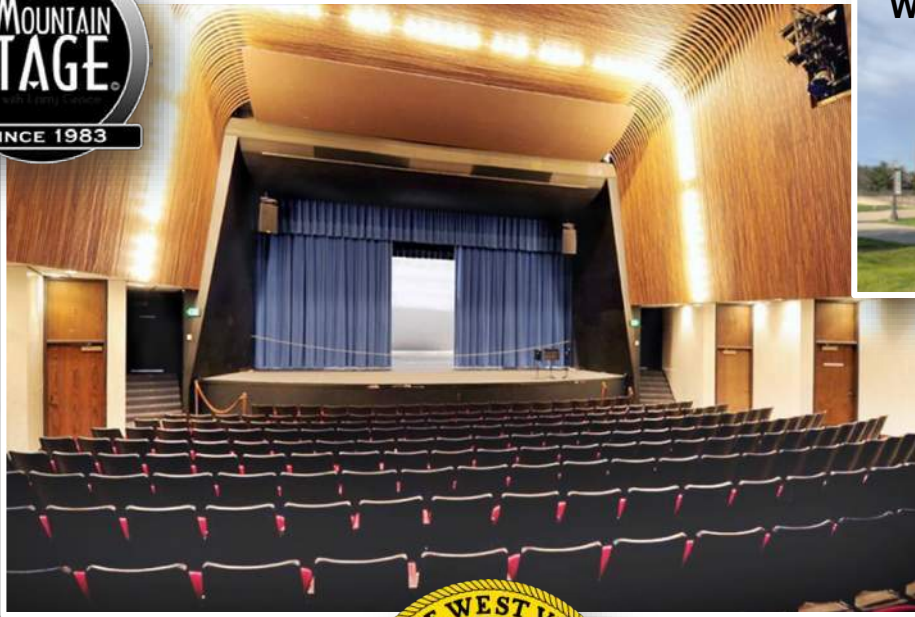
The \$375,000 electrical upgrades included a Campus Medium Voltage Loop which also provided an uninterruptible power supply needed for the new technology center where all of the University's internet and intranet systems resided.



Design/Consulting Services

Engineering Projects

Our project experience addresses Indoor Environmental Quality (IEQ) which includes acoustics, lighting, Indoor Air Quality, and comfortable energy-efficient HVAC.



WV Culture & History Museum



The IEQ accommodates both live performances as well as recordings for nationally syndicated television series and radio broadcasts.

West Virginia State Capitol



West Virginia legislative sessions demand excellent IEQ from all sections of the spaces, often during video, television and radio recordings. ZDS renovations included HVAC, fire safety, lighting, plumbing, indoor air quality and electrical power engineering covering multiple projects over the years while reducing energy costs.



Design/Consulting Services

Engineering for Courthouse Facilities

Our project experience includes over 100 facilities where security, discretion and public safety are a top priority.



Above: Mercer County Judicial Annex, Princeton, WV



**Left:
Kanawha
County Judicial
Annex
Charleston, WV**



**Above:
West Virginia Public
Service Commission
Charleston, WV**

**Tucker County Courthouse
Parsons, WV**

Built in 1986, this facility is on the National Register of Historic Places.

ZDS provided comprehensive evaluation and planning for the engineering renovations.



Design/Consulting Services

Engineering for Universities

ZDS project experience includes over 100 University and College Facilities.

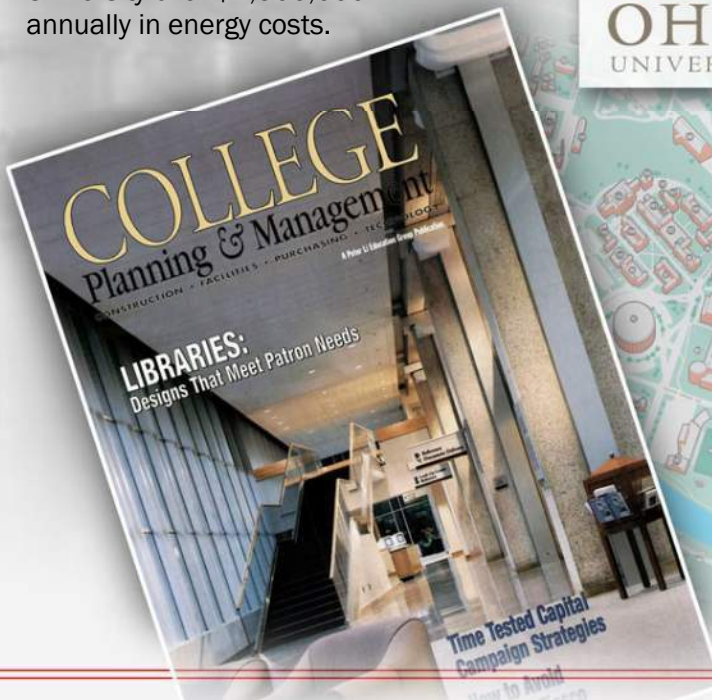
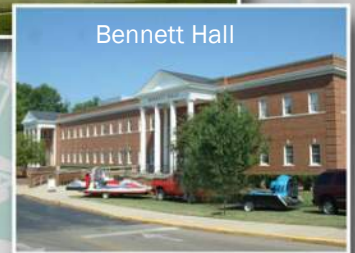


ZDS employed LEED principles in projects for the University of California Davis and Marshall University.



Harvard University, Arnold Arboretum, Weld Hill Research and Administration Building – **LEED Gold Certified**

ZDS initiated a performance contracting project saving Ohio University over \$2,500,000 annually in energy costs.



Design/Consulting Services

281 Smiley Drive, St. Albans, WV 25177 • (304) 755-0075 • www.zdsdesign.com

PROJECT PERSONNEL

TED (TODD) A. ZACHWIEJA, P.E., C.E.M., LEED AP
CHIEF EXECUTIVE OFFICER, PRINCIPAL-IN-CHARGE
M.E.P. DESIGN AND COMMISSIONING

Bachelors of Science in Mechanical Engineering, Masters of Science in Engineering Management

Todd has over 38 years of experience involving the analysis, design, construction management and specifications for mechanical engineering, heating, ventilating, air conditioning, plumbing, electrical and lighting, as well as indoor environmental quality analysis, building system commissioning and forensic engineering for educational, governmental, commercial, industrial and health care clients. Todd has been involved with many educational facilities including numerous libraries at the University and Community levels.



JAMES E. WATTERS
ASSOCIATE - PRODUCTION MANAGER

Jim has nearly 40 years' experience in design and implementation of HVAC, plumbing and electrical systems including nine years in the construction industry. He has a comprehensive knowledge of construction documents, contracts, and development of cost estimates, budgets and schedules. Jim has extensive experience in energy savings' programs for HVAC, plumbing and electrical systems in hospitals, state and government office buildings, school systems, and manufacturing facilities, as well as critical electrical and fire suppression systems for libraries and similar facilities.



JAMES W. LOWRY, P.E.
HVAC, FIRE PROTECTION, PLUMBING
AND COMMISSIONING ENGINEER

Bachelors of Science in Mechanical Engineering

James has over 15 years of experience in the building construction design industry. James specializes in design and project management for HVAC, Fire Protection, Plumbing and Commissioning engineering. James is an innovative problem solver in engineering design, communication methods and project management. James implements ZDS' 3D Scanning services which have assisted in collecting key existing conditions for renovation projects and forensic engineering.



TED ZACHWIEJA III, E.I., C.E.M.
CHIEF TECHNICAL OFFICER, M.E.P. DESIGNER
Bachelors of Science in Mechanical Engineering

Ted has over 11 years of experience in the building construction design industry. Ted developed ZDS's 3D Scanning services which have assisted in collecting key existing conditions for renovation projects, forensic engineering, historical preservation, and high definition reality capture. Ted's project experience includes the commissioning and design for heating, ventilating, air conditioning, plumbing, electrical and lighting systems for educational, health care, industrial and commercial facilities.



JENNINGS L. DAVIS II, P.E.
ASSOCIATE - PROJECT MANAGER
SENIOR MECHANICAL AND COMMISSIONING ENGINEER
Bachelors of Science in Mechanical Engineering

Jennings has over 25 years of experience as an engineer involving the design, project management and construction management of heating, ventilating and air conditioning (HVAC), plumbing, electrical, and specialized systems for health care, institutional and commercial facilities. While working for the WVDE, he was responsible for quality control of design documents for various school system construction projects throughout the state of West Virginia; troubleshooting issues related to HVAC systems and Indoor Air Quality (IAQ); re-commissioning of HVAC systems to original design parameters; recommendations for HVAC operational and energy savings procedures; and training of county school systems' maintenance personnel.





WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Chief Logan Lodge Cabin & System Wide Picnic Shelter Projects

WYK's REPEAT CLIENTELE



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

WYK Repeat Clientele

WYK Associates, Inc.

Amos Carvelli Funeral Home
ARC of Harrison County
Arnett Carbis Toothman, LLP (formerly
Toothman & Rice)
Barbour County Board of Education
Barbour County Commission
Citizens' National Bank of Elkins
City Neon
City of Bridgeport
City of Clarksburg
City of Salem
Corhart Refractories
Daisy Development
Diamond Development
Dominion Exploration and Production
Fairmont State University
Fellowship Bible Church
Greathouse Funeral Home
Harrison County Board of Education
Harrison County Bank
Harrison County Commission
Harrison County Courthouse
Harrison County Senior Citizens
Harrison County YMCA
Health Access
Kappa Sigma Pi
Lewis County Board of Education
Louis A. Johnson V.A. Medical Center
- Clarksburg
MVB Bank
North Central West Virginia Airport
Pocahontas County Commission
Quiet Dell United Methodist Church
Stockmeier Urethanes
Town of Addison (Webster Springs)
United Hospital Center
United Summit Center
Vienna Public Library
Webster County EDA
West Union Bank
World Vision



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Chief Logan Lodge Cabin & System Wide Picnic Shelter Projects

REFERENCES



References

WYK Associates, Inc.

Mark Bonamico

Bonamico Construction
424 Lawman Avenue
Bridgeport, WV 26330
(304) 848-2372

Dr. Judy P. Byers, Director of Folklife Center

Fairmont State University
1201 Locust Avenue
Fairmont, WV 26554
(304) 367-4861

Reta Griffith, GM - Elkins Region

Frontier Communications
Former, Pocahontas County Commission
902 3rd Avenue
Marlinton, WV 24954
(304) 799-3994

Steven Haning

Diamond Development, LLC
209 West Pike Street
Clarksburg, WV 26301
(304) 622-1562

James A. Harris

Executive Director
Health Access, Inc.
489 Washington Avenue
Clarksburg, WV 26301
(304) 622-2708

Martin Howe

City Manager
City of Clarksburg
222 W. Main Street
Clarksburg, WV 26301
(304) 624-1677

Dr. C. Kirkland, Ph. D, PMP

Executive Vice-President
Salem International University
223 West Main Street
Salem, WV 26426
(304) 782-5011

Dr. Joseph Mace, Superintendent

Lewis County Schools
239 Court Street
Weston, WV 26452
(304) 269-8333

Geoff Marshall

Vice-President of Support Services
United Hospital Center
327 Medical Park Drive
Bridgeport, WV 26330
(681) 342-1220

Gary W. Nickerson

Steptoe & Johnson, PLLC
400 White Oaks Blvd.
Bridgeport, WV 26330
(304) 933-8163

Neil Quinn

Director of Coordinator Services
Harrison County Schools
P.O. Box 1370
Clarksburg, WV 26302
(304) 326-7300

Richie Roach, Mayor

Town of Gassaway
712 Braxton Street
Gassaway, WV 26624
(304) 364-5111

Mr. John Schirripa

Regional President
MVB Bank
1000 Johnson Avenue
Bridgeport, WV 26330
(304) 842-6700

Pastor Brian Seders

Duff Street Church
401 Duff Ave.
Clarksburg, WV 26301
(304) 624-7951



WYK ASSOCIATES, INC.
ARCHITECTURE • PLANNING

Chief Logan Lodge Cabin & System Wide Picnic Shelter Projects

TESTIMONIALS

July 16, 2015

Mr. James B. Swiger
President and Principal-In-Charge
WYK Associates, Inc.
205 Washington Avenue
Clarksburg, WV 26301

Dear James,

Please consider this letter my recommendation of you and the staff at WYK Associates based on the projects completed for United Hospital Center. UHC was pleased to work with WYK on a variety of projects at our hospital facilities and we were impressed with your level of skill, professionalism, and commitment to quality. The staff at WYK exhibits a high-level of expertise in their field and was attentive to the needs of the hospital and our objectives.

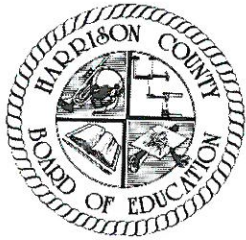
United Hospital Center hired WYK Associates, Inc. to redesign two existing physician office suites in our multi-tenant facility and the jobs included a complete demolition of the existing offices. In addition to the multi-tenant building, WYK also renovated United Hospital Center's Cardiac Rehabilitation Center, Physical Therapy Suite, and Sleep Center.

I am confident that the work completed by WYK Associates, Inc. at United Hospital Center will be instrumental in better serving our patients and community and we are pleased with the results. I would be happy to recommend WYK and express my pleasure in working with the firm on the various projects at United Hospital Center. I would also welcome the opportunity to work with WYK Associates, Inc. again in the future.

Sincerely,



Geoff Marshall
VP Support Services



DR. MARK A. MANCHIN
Superintendent

HARRISON COUNTY SCHOOLS

408 E. B. SAUNDERS WAY
POST OFFICE BOX 1370
CLARKSBURG, WEST VIRGINIA 26302-1370
(304) 326-7300
FAX (304) 624-3361

BOARD OF EDUCATION
DOUGLAS K. HOGUE, *President*
FRANK DEVONO, JR. *Vice President*
MICHAEL DAUGHERTY
GARY M. HAMRICK
KRISTIN MESSENGER

August 18, 2015

Mr. James Swiger
President and Principal-In-Charge
WYK Associates, Inc.
205 Washington Avenue
Clarksburg, WV 26301

To Whom It May Concern:

It is my pleasure to write this letter on behalf of WYK Associates, Inc. and recommend Mr. James Swiger and the WYK Associates, Inc. team.

For over 20 years I have worked with WYK team on numerous projects for Harrison County Schools and they have proven to be a valuable asset to the school district. We have greatly benefitted from the expertise and architectural skill of WYK Associates. James and his team are true professionals and bring important architectural knowledge and outstanding management skills to their projects. James and his team are active supporters of Harrison County and show leadership in our community.

James and the team at WYK have always been conscientious of financial constraints and have always delivered superior service in a timely manner for Harrison County Schools. Harrison County Schools would not hesitate to work with WYK Associates on future projects, and I would recommend them to other organizations without reservation.

Please do not hesitate to contact me for further information or questions.

Sincerely,

A handwritten signature in blue ink that reads "Neil Quinn".

Neil Quinn, Director
Harrison County Schools

TOWN OF GASSAWAY

RICHARD M. ROACH, MAYOR

CHERRI WILSON-GERWIG, RECORDER/CLERK

RICK A. BURROWS, SR. CHIEF OF POLICE

COMMON COUNCIL

JIM MALICK

FRANCES CLAYTOR

JIM CRINER

LYNN JEFFRIES

EDNA WILSON

Jordan Garland
205 Washington Avenue
Clarksburg, West Virginia 26301

I am writing to recommend the services of WYK Architects'. WYK did an outstanding job on the restoration of the Gassaway Depot. Their knowledge and attention to detail made the restoration of the Gassaway Depot a success. I feel confident in recommending WYK Architect services. Their work was not only thorough but they were also easy to work with, and willing to take the time to discuss any concerns and responses to any questions.

If you have any further questions please feel free to contact me.

Regards,



Richard M. Roach, Mayor

416 ELK STREET, P.O. Box 147
GASSAWAY, WV 26624
304-364-5111
304-364-4003 FAX
THETOWNOFGASSAWAY@FRONTIER.COM



1219 Johnson Avenue, Suite 201
Bridgeport, WV 26330

304-842-7591

To whom it may concern:

It is with great pleasure that I am writing this letter of recommendation for James Swiger and the entire WYK team.

When I was starting my building project, I asked several people for recommendations. I spoke with contractors, businessmen, and people who had been through construction projects. Overwhelmingly, the one name that was mentioned was James Swiger.

Every aspect of the project that James was involved with was done with great care and excellence, from the initial design of the building, to coordinating all of the work, and even now that the building is complete. James was and is available to answer my questions and to help in any way that I ask. I honestly cannot remember a single incident that James or a WYK team member was not available. I feel that his knowledge of and rapport with the engineers, contractors, and inspectors was a tremendous asset to the project. His attention to detail would amaze me. It is obvious that he takes great pride in his work. His professionalism and level of commitment is beyond what would be expected. I would visit my construction site every evening after work and on the weekends, and often times James would show up.

Finally, as the saying goes, the proof is in the pudding. The finished product is a thing of beauty. My patients are always commenting about the building. My building is the perfect space for my dental practice as well as the other tenants.

Please feel free to contact me if I can be of further assistance.

Sincerely,

Jeffrey W Browning, DDS

August 13, 2015

Mr. James Swiger
President and Principal-In-Charge
WYK Associates, Inc.
205 Washington Avenue
Clarksburg, WV 26301

Dear James,

I would like to take this opportunity to express our satisfaction with Premier Bank's Flatwoods Branch. I was the Executive Vice President of the Bank of Gassaway when the branch was constructed and all of us at the Bank of Gassaway were well pleased with your design and project management of the branch.

The branch stands out from the other businesses in the area and we regularly are complimented on its appearance. The branch is very functional and it serves our customers well.

Thank you for your excellent work on the project.

Jim McQuain
Senior Vice President
304-364-5138 ext 1701
jimmy.mcquain@premierbankinc.com



James B. Swiger, AIA, NCARB, LEED AP

President/Principal

WYK Associates, Inc.


205 Washington Avenue

Clarksburg, WV 26301

Salem International University has benefited from the expertise, professionalism and friendship of Mr. James Swiger for a number of years. WYK and Mr. Swiger, specifically, have aided the University in planning and execution of renovations. He has helped identify regulations and options as well. He is always mindful of financial constraints and deadlines while delivering quality work products.

He has worked with the community of Salem on a number of efforts sometime as a partner with the University, the Chamber of Commerce and others. Salem International University is pleased to recommend WYK and James Swiger for consideration for any architectural/engineering project that is under consideration. He and his team take pride in their work, and all are conscientious and professional. That reflects on his leadership.

As loyal supporters of the University and the Salem Community, Mr. Swiger and his team are community advocates that we treasure. We would be more than pleased to be contacted if further information is required.



Dan Nelant

President

Salem International University



Keith Bullion

Associate Director of Campus Operations

Salem International University



**HARRISON COUNTY YMCA
Lowndes Hill Park
P.O. Box 688
Clarksburg, WV 26302-0688
304-623-3303**

August 14, 2015

To whom it may concern:

WYK Associates serve their clients with thoughtful planning; creative design; and credible engineering. Their professional skill is underscored by impeccable character and generosity to their community.

Commending WYK Associates to prospective clients comes from personal experience and observation of projects completed for others. Their talent and high standards will serve you well.

Sincerely,

MX

D. Max Francis
Interim Executive Director



Health Access, Inc.

489 Washington Avenue • Clarksburg, West Virginia 26301

Phone: 304-622-2708 • Fax: 304-623-9302 • E-mail: healthac@ma.rr.com • Web: www.healthaccessinc.org

July 10, 2015

James B. Swiger, AIA, NCARB, LEED AP
President / Principal
WYK Associates, Inc.
205 Washington Avenue
Clarksburg, WV 26301

RE: Letter of Recommendation

Dear Mr. Swiger:

Health Access, Incorporated first hired WYK Associates, Inc. in 2010 to design, plan and manage a project to completely renovate the medical clinic located at 489 Washington Avenue in Clarksburg, West Virginia. The project had a total cost of over \$350,000.00 and a very tight time frame of ninety days from start to finish. Another very challenging aspect to our project was the need to keep our Pharmacy operational to fill prescriptions during the entire ninety days of construction. From the outset, WYK Associates exhibited great attention to the details of our operation and our specific space and functionality needs within this medical facility and this was an outstanding feature of our relationship with the company. We found your willingness to make changes in the design phase as required by our budget limitations so helpful in bringing forward the very best design that our agency could afford.

Throughout this entire project, your “hands on” approach in managing the project made this experience very rewarding for our agency Board of Directors, Staff and ultimately for our many patients. The contractors that WYK Associates invited to bid on the project were all top of the line in our area and I’m confident that any one of them would have done excellent work, however we were extremely satisfied with the successful bidder; Elkview Builders, Inc.

In addition to the major renovation project in 2010, Health Access, Inc. once again engaged the services of WYK Associates, Inc. for a smaller project in 2014. That project involved renovation of a space to install a small employee restroom within the clinical spaces and also the modification of five exam room doors to install sound seals that afford privacy and confidentiality of patient-provider discussions in those areas. Again we were delighted with the process in working with WYK Associates in this project which was completed in a timely manner, within budget and without disruption to the operation of the clinic which remained open during the entire project.

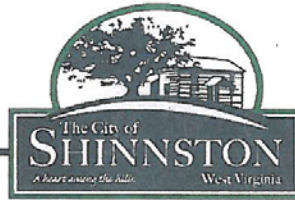
James B. Swiger

Page -2-

Please feel free to use Health Access, Incorporated as a reference to any potential clients seeking Architectural, Planning-Design or Project Management services. We can certainly recommend WYK Associates, Incorporated without reservation as we are a very satisfied customer. Thank you again for your efforts to make this beautiful new home for the free clinic and the hundreds of low income uninsured patients we are privileged to serve.

Sincerely,


James A. Harris, Executive Director



February 8, 2012

To Whom It May Concern,

The City of Shinnston has worked with WYK Associates, Inc., on a variety of projects and has always been impressed by their level of skill, professionalism and commitment to quality. The staff exhibits an expertise in their field and is attentive and attuned to the community they are working in.

Current projects that WYK Associates, Inc., are assisting the City of Shinnston with include the design and construction of the Shinnston Community Building. This \$5 million building is located at the entrance to the City's historic downtown district and WYK have excelled at designing a building sensitive to its location and history, yet able to carry the City into the twenty first century. From initial stakeholder meetings to design presentations, the team at WYK listened to the community's needs and responded accordingly.

The City of Shinnston is also utilizing the planning and design aspect of WYK Associates, Inc., on the former G.C Murphy building project. This project is a detailed feasibility study to assist the City in deciding whether to purchase the hundred year old property. The WYK team has researched the current condition, reviewed code requirements with regard to future development and developed a plan for the highest and best use of the building.

In 2009, WYK Associates Inc., designed and managed the renovation of the City of Shinnston Museum. The Museum now has excellent display space, coupled with galleries for exhibits, and a spacious meeting area. WYK's ability to design space to serve multiple purposes has meant that the Museum is used for government meetings and receptions as well as traditional preservation uses.

The City of Shinnston has been very pleased to partner with WYK Associates, Inc., on these and other projects. From architects to administrative support personnel, the firm exhibits a high commitment to quality and customer satisfaction.

Yours truly,

A handwritten signature in cursive script that reads "Emma Clarke".

Emma Clarke
Finance Officer

March 10, 2011

Mr. James B. Swiger, AIA
President / Principal-In-Charge
WYK Associates, Inc.
205 Washington Avenue
Clarksburg, WV 26301

Dear James:

This letter is in appreciation of all the work WYK Associates has provided to the Pocahontas County Commission and myself over the last year. I have thoroughly enjoyed working with your company and have appreciated the professionalism and dedication you have given our projects.

Due to the historic nature of the Pocahontas County Courthouse I knew there would be surprises in replacing the roof and installing an elevator. WYK was very creative in overcoming these challenges and researching alternatives that would fit within the budget of funds we had to use for this project. I have also enjoyed the consistent and timely communication you provided while I was managing the project for the County Commission. You never failed to respond to a request, and even provided direction when we were at a loss as to how to proceed.

I would highly recommend your company for other projects with local governments or in the private sector.

Thank you again for all your assistance.

Reta Griffith

Sincerely,
Reta Griffith
Former Commissioner, Pocahontas County (1998-2010)
RR 1 Box 122A
Marlinton, WV 24954
304-799-4523
retagriffith@frontiernet.net



131 WEST MAIN ST. • BRIDGEPORT, WEST VIRGINIA 26330-6310
Phone: (304) 842-8251 • Fax: (304) 842-8254 • www.bridgeportwv.com
CHUCK FEATHERS • BRIDGEPORT FIRE DEPARTMENT
Chief

September 20, 2010

Mr. James B. Swiger
WYK Associates, Inc.
205 Washington Avenue
Clarksburg, WV 26301

Dear Mr. Swiger,

It has been almost a year now since we moved into our new Public Safety Substation and I wanted to take a moment to thank you for all you did in insuring the success of our building. It is more than we expected when we first started this project. Your detail to our requests as we started this project is what has made it such a workable project. You took our words on what we wanted and turned them into a state of the art public safety building that is not just pleasing to the eye but very functional.

Throughout the project as problems rose you were quick to find answers that worked for our needs and decisions evolved around our needs instead of what worked best for others.

Thank you again for all the great work you did for us and the building stands as a tribute to you and your firm for a job well done. If I can be of assistance to you in the future just let me know.

Sincerely,

A handwritten signature in black ink, appearing to read "C. Feathers", written in a cursive style.

Charles A. Feathers, Chief

Bridgeport Fire Department

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.:

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.

WYK Associates, Inc.
Company

[Signature]
Authorized Signature

11/9/15
Date

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

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.

WYK Associates, Inc.
(Company)

James B. Swiger, AIA - James B. Swiger, AIA / President
(Authorized Signature) (Representative Name, Title)

304-624-6326 / Fax 304-623-9858
(Phone Number) (Fax Number) (Date)

11/9/15

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: WYK Associates, Inc.

Authorized Signature: [Signature] Date: 11-9-15

State of West Virginia

County of Harrison, to-wit:

Taken, subscribed, and sworn to before me this 9th day of November, 2015.

My Commission expires January 21, 2021.

AFFIX SEAL HERE

NOTARY PUBLIC

[Signature]

