

West Virginia Army National Guard



CEOI 0603 ADJ1600000002

**HVAC Renovation/Upgrade Design
for Dunbar and Bluefield Armories**

07/06/16 09:39:26
WV Purchasing Division



5 July 2016

Crystal Rink
Department of Administration, Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130

Re: ADJ1600000002 - HVAC Renovation/Upgrade Design for Dunbar and Bluefield Armories

Dear Ms. Rink and Member of the Selection Committee;

We are pleased to provide the West Virginia Army National Guard with our expression of interest to provide professional engineering and architectural design services to develop construction documents to provide for the replacement/upgrade of HVAC systems as needed at the Dunbar Armory and the Brushfork Armory. As you review this submission, we emphasize the following strengths of McKinley & Associates with respect to your project:

McKinley & Associates has been providing design services since 1981, and is a 100% ESOP Company (Employee Stock Ownership Plan), so our employees now own 100% of our corporation! We support a professional staff that includes **mechanical, electrical, plumbing / fire protection Engineers (MEP Engineers); Architects; HVAC Qualified Commissioning Process Provider; Construction Administrators; LEED Accredited Professionals specializing in Building Design and Construction;** and more. As your **Engineers/Architects and single point of responsibility**, you can be reassured of smooth project delivery and sensitivity to all relevant guidelines in our state.

Your project will be led by **Tim E. Mizer, PE, RA, QCxP**; our **Director of Operations** who is a very talented and unique professional being a **Professional Engineer, a Registered Architect**, as well as an **HVAC Qualified Commissioning Process Provider**. Mizer's background has provided him with a total understanding of the engineering components and the process necessary for integrating architectural design and building systems. Furthermore, as a commissioning process provider he has been **formally trained to fully understand how integrated HVAC systems function and how systems interface with others to run your building efficiently**. He understands that the HVAC systems' performance can reduce operating and maintenance costs, improve the comfort of a building's occupants, and extend the life of equipment.

The architectural portion of your project will be led by Thomas R. Worledge, AIA, LEED BD+C, REFP, NCARB who is assigned to your project as the design architect for all of the interior modifications necessary to incorporate the new HVAC improvements into the existing conditions. Thom is our **Charleston Office / Southern-WV Area Manager, an Architect, and a LEED Accredited Professional with a specialization in Building Design and Construction**.

For **mechanical/HVAC engineering**, our in-house staff is known for innovative solutions, and has recently had special opportunities and experiences, such as the first Chilled Beam HVAC System in the State of West Virginia, one of the first Variable Refrigerant Volume / Air-Cooled DX Multi-Zone

System in the State, one of the first Variable Refrigerant Flow (VRF) HVAC systems in WV, and more. We have a well-rounded range of experiences, we know the new technology, and more importantly we know how and when to apply it effectively.

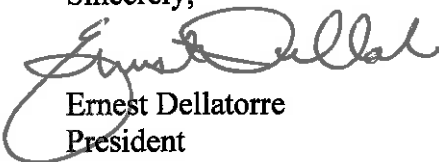
McKinley & Associates has been **honored to be a partner with the West Virginia Army National Guard** for multiple projects, and we wish to continue our service with you on this project as well. Most recently, we just finished up the design of an **HVAC renovation/upgrade** at the AASF#1 hangar in Williamstown.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

The most important element of the entire process becomes **communication** from you to our professionals. We use and welcome your input throughout the project. We continually achieve success in projects by maintaining time and cost management, quality control and excellent communication amongst the client and contractors.

With our previous **experience** on hundreds of projects which involve HVAC renovations, upgrades, and repairs, our vast experience with codes, and our great working relationship with various state agencies; we are confident that we have the talent and technology needed to make this successful.

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

Sincerely,



Ernest Dellatorre
President

McKinley & Associates
(304) 340-4267

edellatorre@mckinleyassoc.com



McKINLEY & ASSOCIATES
ARCHITECTS • ENGINEERS • INTERIOR DESIGN

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

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

Your project will be led by **Tim E. Mizer, PE, RA, QCxP**, our **Director of Operations**, whom is a **Professional Engineer (PE)**, a **Registered Architect (RA)**, as well as an **HVAC Qualified Commissioning Process Provider (QCxP)**.

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

Our mechanical/HVAC engineering staff is known for innovative solutions, and has recently had special opportunities and experience related to various typical and atypical building types. We designed the first Chilled Beam HVAC System in the State of West Virginia, one of the first Variable Refrigerant Volume / Air-Cooled DX Multi-Zone System in the State, one of the first Variable Refrigerant Flow (VRF) HVAC systems in WV, and more. We have a well-rounded range of experiences, we know the new technology, and more importantly, we know how and when to apply it effectively.

We have been involved with multiple types of HVAC upgrade projects, which allow us to use that experience for your project. A small sampling of these HVAC projects are found in the "Descriptions of past projects..." section of this submittal. We have gained knowledge and insight to evaluate these replacements, which helps us anticipate unforeseen existing elements that may occur in a renovation project. We also understand that the systems' performance can reduce operating and maintenance costs, improve the comfort of a building's occupants, and extend the life of equipment. This knowledge will help save you money.

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

Tim E. Mizer, PE, RA, QCxP

Project Manager / Point of Contact

Architectural Engineer / Architect / Qualified Commissioning Process Provider

Director of Operations

EDUCATION:

Kansas State University
B.S. Architectural Engineering - 1983

University of Cincinnati
Architecture

PROFESSIONAL AFFILIATIONS AND REGISTRATIONS:

Registered Engineering in:
West Virginia
Ohio

Registered Architect in:
Ohio

Qualified Commissioning Process Provider

PROFESSIONAL EMPLOYMENT:

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

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

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

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

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

SUMMARY OF EXPERIENCE:

Your HVAC renovations/upgrades will be led by Tim E. Mizer, PE, RA, QCxP, being assigned as your "Project Manager" and **main Point of Contact to the West Virginia Army National Guard**; he is the liaison between the WVARNG and our firm. He will be responsible for coordinating all the disciplines working on the designs, which includes our in-house Engineering staff, Architectural staff, Construction Administrator, and more. Tim is our **Director of Operations**, whom has obtained the professional designations of an **Architectural Engineer**, an **Architect**, and a **Qualified Commissioning Process Provider**. He joined McKinley & Associates in 1995, and has over 30 years of experience. Mizer's background as an Architect and Engineer has provided him with a total understanding of the engineering components and the process necessary for integrating architectural design and building systems. In addition, as a **Qualified Commissioning Process Provider**, he has been **formally trained to fully understand how integrated HVAC systems function and how systems interface with others to run your building efficiently**. He understands that the **HVAC system's performance can reduce operating and maintenance costs, improve the comfort of a building's occupants, and extend the life of equipment**. Furthermore, as the Director of Operations, his presence is a key to the design procedures required to coordinate the functionality of the engineering systems into the aesthetics of a building space. He has worked on numerous HVAC projects as well as WVARNG projects over the past 20+ years he has been at McKinley & Associates.

NOTABLE PROFESSIONAL EXPERIENCES:

West Virginia Army National Guard - multiple projects state-wide, including AASF#1 HVAC renovations/upgrades

United States Postal Service - worked on dozens of Postal facilities throughout WV and PA. This includes multiple HVAC replacements

West Virginia State Police - dozens of projects state-wide

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

Multiple West Virginia School Counties' District-Wide Construction Programs, involving major renovations/upgrades, and dozens of HVAC renovations/upgrades across the State

WVU University Police Department renovations

Wheeling Island Fire Station renovations

West Virginia Department of Health & Human Resources' Ohio County office building renovations/upgrades

Orrick's Global Operations Center renovations

Building 34: West Virginia State Office Complex in Weirton

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

Marshall County Schools - Hilltop Elementary (LEED Certified)

Big Sandy Arena & Convention Center HVAC renovations

Wheeling Island Hotel•Casino•Racetrack multiple renovations/HVACs



Michael A. Heath

HVAC / Mechanical & Fire Protection Engineering Designer

EDUCATION:

ITT Technical Institute
Associate Degree in Specialized Technology:
Computer-Aided Drafting Technology - 2000

PROFESSIONAL EMPLOYMENT:

McKinley & Associates
Mechanical & Fire Protection Designer
Wheeling, WV (2007 to present)

Janus, Inc.
AutoCAD Designer / Project Manager
Pittsburgh, PA (2002-2007)

Comunale Automatic Sprinkler
Fire Protection Designer
Pittsburgh, PA (July 05 - Oct 05)

S.A. Comunale Inc.
Fire Protection Designer
Pittsburgh, PA (2000-2002)

SUMMARY OF EXPERIENCE:

Mr. Heath brings a cross-trained design background to your project, and has vast knowledge in a diverse range of disciplines. He was trained by the National Fire Protection Association (NFPA) in Dallas, Texas, and has used these skills to work on projects from multiple business sectors and with various sizes, such as the 4 story, 1,500,000 square foot David L. Lawrence Convention Center in Pittsburgh, Pennsylvania. Mike is skilled in the complete design of mechanical systems. He also has vast expertise in designing and calculating fire protection systems, standpipes, dry and wet systems, hydraulics, water cannons, stock listing materials for systems, as well as surveying job sites. He will help in the mechanical assessments for the initial site visit. Mr. Heath's role is that of a designer of mechanical / HVAC and fire protection.

NOTABLE PROFESSIONAL EXPERIENCES:

WVARNG Multi-Purpose Building at Camp Dawson

For 14 West Virginia counties, Mike provided both Mechanical and Fire Protection assessments at every school (160+ schools), for their 10-year Comprehensive Educational Facilities Plan (CEFP)

Building 55: WV State Office Complex (LEED Certified)

United States Postal Service - multiple HVAC projects

Panhandle Cleaning & Restoration warehouse & office building

Cabela's Eastern Distribution Center

West Virginia Independence Hall renovations

Capitol Theatre renovations

Mount St. Joseph Convent renovations

Wheeling Island Hotel•Casino•Racetrack - various projects

WVDHHR's new Ohio County office building fit-out / renovations

WVDRS Wheeling District's new office space fit-out / renovations

Silver Company - Moss Neck Storage Building

Carenbauer Wholesale Corp. office renovations / warehouse addition

PWP Industries

Bennett Square business center renovations

Candlewood Suites Hotel

Holiday Inn Express Hotel & Suites

West Virginia Northern Community College - B&O Building renovations

Boone County Schools - multiple HVAC & renovation projects

Marshall County Schools - multiple HVAC & renovation projects

Ohio County Schools - multiple HVAC & renovation projects

Hancock County Schools - multiple HVAC & renovation projects

Ritchie County Schools - Ritchie County Middle/High School HVAC

Tyler County Schools - 3 HVAC renovations

Wetzel County Schools - Long Drain Elementary renovations



Darren S. Duskey, PE

Electrical Engineer

EDUCATION:

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

Marshall University
Graduate courses in Engineering

PROFESSIONAL AFFILIATIONS AND REGISTRATIONS:

Registered Professional Engineer in:

West Virginia
Ohio
Pennsylvania

PROFESSIONAL EMPLOYMENT:

McKinley & Associates
Wheeling, WV (2002 to present)

Pickering Associates
Parkersburg, WV (1997-2002)

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

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

SUMMARY OF EXPERIENCE:

The electrical design will be completed by Darren S. Duskey, PE, an **Electrical Engineer** who has over 20 years of experience in governmental, commercial, industrial, institutional, and educational markets with projects ranging from electrical design of WVARNG projects, State Police detachments, commercial properties, higher educational projects, PK-12 schools, health care facilities, large and small industrial projects, and much more. He has extensive knowledge with the National Electrical Code, state building codes, building industry standards and practices, and has demonstrated the ability to design qualitative and economic solutions to a myriad of challenges. He has designed the electrical on many relevant HVAC projects around the State. Mr. Duskey will be responsible for the Electrical Systems Improvements, which may include powering of all new mechanical equipment, electrical distribution, updated controls, switch gears, energy efficiency, and upgrades to power feeds among others.

NOTABLE PROFESSIONAL EXPERIENCES:

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



Michael J. Clark Sr.

Electrical Engineering Designer

EDUCATION:

Eastern Gateway Community College
A-ATS Electro-Mechanical Engineering - 2012

Jefferson Community College
A-ATS Electrical Trade Technology - 2003

PROFESSIONAL AFFILIATIONS AND REGISTRATIONS:

Certified in SMAW Weld Process & Basic
Welding and Applications 2002

West Virginia Journeyman License

Ohio Fire Alarm License

OSHA 30 Certified

PROFESSIONAL EMPLOYMENT:

McKinley & Associates
Electrical Engineering Designer
Wheeling, WV (2012 to present)

Arcelor Mittal
Maintenance Technician Electrician
Weirton, WV (2012)

M.J. Electric
Journeyman Electrician
Iron Mountain, MI (2010-2012)

Erb Electric Company
Journeyman Electrician
Bridgeport, OH (2009-2010)

Bechtel Group Inc.
Journeyman Electrician
Glendale, AZ (2009)

Cattrell Companies, Inc
Journeyman Electrician
Toronto, OH (1998-2009)

SUMMARY OF EXPERIENCE:

Mr. Clark is an Electrical Engineering Designer and a Certified Journeyman Electrician with over 20 years of industrial, commercial and residential experience. He is knowledgeable in all areas of the national electrical code and excels in analyzing and solving problems with various electrical controls and systems. Mr. Clark brings a cross-trained background to our projects, being skilled in both the design and the construction ends which gives him a unique ability to understand all aspects of a project. He is also adept in performing electrical and mechanical installations, maintenance and repairs in plant facilities. Furthermore, he is seasoned as an Electrical Foreman and Superintendent on both commercial and industrial job sites. His key skills include Electrical Systems & Controls, Installations & Maintenance, Electromechanical Repairs, Blueprints & Schematics, Generators & Transformers, Switches & Circuit Breakers, Electrical Code, Safety & QA, Wiring Diagrams, Troubleshooting, Testing Instruments, Motors & Conduit, CAD-2D/3D, Welding, & Residential construction. He will provide support to Mr. Duskey for the electrical design.

NOTABLE PROFESSIONAL EXPERIENCES:

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

Carenbauer Wholesale Corp. office renovation/warehouse addition

Silver Company - Moss Neck Storage Building

Mattern Tire Service Center Maintenance Garage

Bennett Square business center renovations

WVDRS Wheeling District's new office space fit-out

Follansbee City Building renovations

Wellsburg City Building renovations

Jefferson County Courthouse renovations

Union Bank renovations

United States Postal Service - multiple renovations

Wheeling Island Hotel•Casino•Racetrack - multiple renovations

Candlewood Suites Hotel

Holiday Inn Express Hotel & Suites - multiple locations

Grave Creek Mound Museum renovations

Fort Henry Building renovations

West Liberty University - Football Field Lighting

Grant County Schools - Maysville renovations

Hampshire County Schools - Animal Vet Science Center

Hancock County Schools - Weirton Elementary

Hancock County Schools - Oak Glen High renovations

Hancock County Schools - Weir High renovations

Marshall County Schools - Cameron High

The Linsly School renovations

Scott D. Kain

Plumbing & Electrical Engineering Designer

EDUCATION:

Technology Education College /
Ohio State University
Associates in Mechanical Design - 1996

PROFESSIONAL EMPLOYMENT:

McKinley & Associates
Engineering Designer
Wheeling, WV (2001 to present)

HAWA Inc.
Mechanical Designer
Columbus, OH (1998-2001)

Autotool Inc.
Engineer
Columbus, OH (1995-1998)

SUMMARY OF EXPERIENCE:

Mr. Kain is an accomplished engineering designer who has performed in all the engineering trades we provide; specializing in electrical, plumbing, and fire protection. He has been utilized for various McKinley & Associates' projects that needed additional mechanical, structural, and architectural manpower. In addition, Mr. Kain has also provided 3D renderings, to aid in business development, during his long tenure at McKinley & Associates. Scott will assist the engineers in the design of the new mechanical systems. This might involve upgrades to HVAC system piping, pumps, etc.

NOTABLE PROFESSIONAL EXPERIENCES:

West Virginia Army National Guard - multiple projects
West Virginia State Police - multiple projects state-wide
United States Postal Service - multiple renovations
Building 34: WV State Office Complex in Weirton
Building 55: WV State Office Complex in Logan (LEED Certified)
VAMC Beckley renovations
Cabela's Eastern Distribution Center
Panhandle Cleaning & Restoration warehouse and office building
Millennium Centre Technology Park
Wheeling Island Hotel•Casino•Racetrack multiple projects
WVDHHR's new Ohio County office fit-out
WVDRS Wheeling District's new office space fit-out
Orrick's Global Operations Center renovations
Maxwell Centre multi-use building renovations
Bennett Square business center renovations
Wagner Building multi-use building renovations
2000 Main Street Multi-Use Complex renovations
West Virginia University - Colson Hall office building renovations
West Virginia University - State Fire Training Academy
WVU Institute of Technology - Madlin Hall renovations
Fairmont State University - College Student Apartments Complex
Wheeling Island Fire Station renovations
WVSU's Gus R. Douglass Economic Development Center renovations
Braxton County Senior Center renovations
Marshall County Schools - Hilltop Elementary School (LEED Certified)
Marshall County Schools - Cameron High School (LEED Registered)
Boone County Schools - multiple renovation projects
Hancock County Schools- multiple projects
Wood County Schools- multiple projects



Thomas R. Worlledge, AIA, LEED AP BD+C, REFP

Architect / Specialized LEED Accredited Professional

Southern-WV Area Manager



EDUCATION:

Virginia Polytechnic Institute & State University
Master of Architecture - 1992

Fairmont State College, School of Technology
B.S. Architectural Eng. Tech. - 1983

PROFESSIONAL AFFILIATIONS AND REGISTRATIONS:

Registered Architect in:

West Virginia
Ohio
Pennsylvania
Tennessee
Virginia

National Board Certification:

NCARB # [REDACTED]

President:

West Virginia Society of Architects

Member:

The American Institute of Architects (AIA)
US Green Building Council (LEED AP BD+C)
Sustainable Building Industries Council
Recognized Educational Facility Professional (REFP)

Founder & Chairman of the Board:

US Green Building Council's West Virginia Chapter

Former voting member:

ASHRAE 90.1 Int'l Energy Code Committee

PROFESSIONAL EMPLOYMENT:

McKinley & Associates
Manager, Charleston Office
Charleston, WV (2005 to present)

Proactive Architecture Inc.
President
Charleston, WV (1999-2005)

Silling Associates Inc.
Vice President
Charleston, WV (1992-1999)

TAG Architects
Charleston, WV (1985-1990)

Alpha Associates Inc.
Morgantown, WV (1983-1985)

SUMMARY OF EXPERIENCE:

Mr. Worlledge is a skilled Architect with over 30 years experience. As a **LEED Accredited Professional specializing in Building Design & Construction** and a recognized sustainable design expert, he has 2 **LEED Certified** projects, multiple **LEED Registered** projects, has articles published in State and National trade publications, was a featured speaker at multiple State and National conferences, and more. Thom is a former voting member of the ASHRAE 90.1 Standards committee that forms the basis of the International Energy Code, and was the President of the WV chapter of the AIA. Unlike many architects who are new to "green" buildings, Thom started his career designing and building alternate energy systems, and was the first **LEED Accredited Professional** in West Virginia! In fact, he wrote portions of the 2007 International Energy Code which is used by other architects as a guide for energy efficient design. He is also a Founder & Chairman of the Board for the US Green Building Council's West Virginia Chapter. Thom won a 2013 Placemaker Award for "Leadership, Inspiration, Stewardship" from West Virginia GreenWorks, at The Building Conference in Morgantown. He has projects that not only won State awards and recognitions, but also won National Awards, and has placed in National design competitions as well! As part of this team Thom will be assigned as the lead architect; work might include space alterations, new access to existing mechanical room, mechanical system concealment (shafts, ceilings, partitions, bulkheads, etc.), and more. As a **LEED Accredited Professional**, he can help incorporate energy efficient design into these renovation projects (twenty percent of a building's energy consumption is embodied in the existing physical structure itself!), assisting in identifying options and opportunities for the cost-effective incorporation of Energy Conservation during the design phases.

NOTABLE PROFESSIONAL EXPERIENCES:

Building 55: West Virginia State Office Complex (**LEED Certified**)

Marshall County Schools - Hilltop Elementary School (**LEED Certified** - won multiple WV and National Awards & Recognitions)

WVU Institute of Technology - Maclin Hall Dormitory renovations

West Virginia University - University Police Building renovations

Southern WV Community & Technical College 2 HVAC projects

West Virginia State Police Academy - Renovations to Buildings A, B, and C; New Buildings D (Shooting Range Control Center) and Multi-Purpose Building

West Virginia State Police - Logan Detachment

SMART Office renovation in Williamson (**LEED Registered**)

West Virginia Department of Health & Human Resources' new Ohio County office fit-out / renovations

Big Sandy Arena & Convention Center renovations / HVAC

Veterans Affairs Medical Centers - multiple VAMCs around WV and PA

Wood County Schools - Parkersburg High (\$23 million) & Williamstown High (\$13.5 million) renovations

United States Postal Service - multiple projects across WV

Robert E. "Bob" Smith

Construction Administrator

EDUCATION:

University of Pittsburgh
M.S. Industrial Engineering - 1989

United States Air Force Academy
B.S. Behavioral Science /
Human Factors Engineering - 1983

PROFESSIONAL AFFILIATIONS AND REGISTRATIONS:

Board Member:

Indian Creek School District (elected in 2009)

Instructor:

Mechanical Engineering, Eastern Gateway
Community College

President:

Mingo Business Association (2007 to present)

Commander:

American Legion Post 351 (2008 to present)

PROFESSIONAL EMPLOYMENT:

McKinley & Associates
Construction Administrator / Project Coordinator
Wheeling, WV (2009 to present)

Jefferson County Regional Planning Commission
Regional Planner
Steubenville, OH (2008-2009)

Edison Local School District
Director of Operation (1999-2008)
Transportation Supervisor (1998-1999)
Hammondsville, OH

MILITARY SERVICE:

Wright Patterson Air Force Base - Dayton, OH
Chief B-2, Block 20 Field Retrofit, \$300 million
B-2 Systems Program Office (1994-1996)
Team Leader, Process Improvement Technology
Armstrong Laboratory (1989-1994)

Randolph Air Force Base - San Antonio, TX
Chief, Test Construction Section
Occupational Measurement Center (1987-1988)
Quality Control Psychologist
Occupational Measurement Center (1985-1987)
Supervisor of Test Construction Team
Occupational Measurement Center (1983-1985)

SUMMARY OF EXPERIENCE:

Mr. Smith is a self confident, articulate and highly motivated individual with superior interpersonal and teamwork skills. He has a plethora of experience in mid to upper level personnel management, advanced information systems integration, training, acquisition, contract management, transportation and maintenance, and quality control. He has 23 years of direct supervisory experience, as well as 13 years of documented success as an Air Force Officer. He is currently a member of the Board of Education for the Indian Creek School District in Jefferson County, Ohio. He is also an Adjunct Professor at Eastern Gateway Community College in Steubenville, Ohio, where he is teaching Mechanical Engineering.

NOTABLE PROFESSIONAL EXPERIENCES:

West Virginia Army National Guard - AASF#1 HVAC renovations

United States Postal Service - 2 Open-Ended IDIQ contracts / multiple renovation & HVAC projects

Jefferson County Commission - Ohio Valley Towers Building renovations, multiple phases, including HVAC/boiler

Jefferson County Jobs & Family Services renovations

Follansbee City Building renovations

City of Steubenville 5 Parks Lighting & Security Project

Cabela's Eastern Distribution Center

Steel Valley Regional Transit Authority roof

Cameron American Legion exterior renovations

Harrison County Courthouse roof historic preservation / renovations

Lincoln National Bank Building historic preservation / renovations

Fairmont State University's new 3 building "University Terrace"
College Student Housing Apartment Complex (\$30 million)

Brooke Co. Schools - \$36 million District-Wide Construction Program, including Brooke High HVAC renovations (\$6M), and new Brooke County Middle (\$30M)

Grant Co. Schools - multiple projects, including Maysville HVAC/ windows renovations, & Union Educational Complex addition/ renovations

Hancock Co. Schools - \$56 million District-Wide Construction Program, including Oak Glen High HVAC and renovations, Senator John D. Rockefeller IV Career Center HVAC, Weir Middle/High HVAC, new Weirton Elementary, and much more

Marshall Co. Schools - \$38 million District-Wide Construction Program, including new Hilltop Elementary (LEED Certified), multiple renovations, additions, HVAC, and more.

Marshall Co. Schools - new Cameron High (LEED Registered)

Tyler Co. Schools - 3 HVAC projects

The Linsly School - 200th Anniversary Campaign, including Baner Hall addition/renovations and Stifel Field House / Behrens Memorial Gymnasium renovation



... references ...

We feel that the best way to demonstrate our strengths and leadership in design is by referring to our past and present clients. McKinley & Associates have an ever-growing list of repeat clients, which include having multiple open-ended A/E Services contracts; many of these are in the governmental sector with organizations such as the United States Postal Service in the Appalachian Area (West Virginia and Virginia), the United States Postal Service in the Erie/Pittsburgh District in Pennsylvania, West Virginia State Police, and West Virginia University to name a few. Many of their projects include HVAC renovations/upgrades in various types of projects across the State(s). We are able to respond to their needs, and we are certain that we are able to respond to all of your needs as well. **So that you don't only have to take our word for it; here is a list of references that we encourage you to call** (*more references are included on every project sheet in the "Descriptions of past projects..." section of this submittal*):



USPS Charleston Processing & Distribution Center (*Charleston, WV*)
Customer: United States Postal Service / Appalachian Area
Project Cost: \$375,000
Date of Completion: July 2009
Reference: Mr. Don Mackey
336 / 665-2894



USPS Martinsburg Processing & Distribution Center (*Martinsburg, WV*)
Customer: United States Postal Service / Appalachian Area
Project Cost: \$280,000
Date of Completion: August 2009
Reference: Mr. Don Mackey
336 / 665-2894



USPS Williamson Main Office (*Williamson, WV*)
Customer: United States Postal Service / Appalachian Area
Project Cost: \$422,000
Date of Completion: March 2012
Reference: Mr. Don Mackey
336 / 665-2894



USPS Altoona Post Office (*Monongahela, PA*)
Customer: United States Postal Service / Pennsylvania District
Project Cost: \$350,000
Date of Completion: April 2012
Reference: Mr. Jonathan E. Maschak
724 / 776-6343



USPS Monongahela Main Office (*Monongahela, PA*)
Customer: United States Postal Service / Pennsylvania District
Project Cost: \$260,000
Date of Completion: April 2012
Reference: Mr. Jonathan E. Maschak
724 / 776-6343



Big Sandy Superstore Arena & Conference Center (*Huntington, WV*)
Customer: City of Huntington
Project Cost: \$800,000
Date of Completion: June 2013
Reference: Mr. Brian Sipe
304 / 466-6000



Raleigh County E-911 & Emergency Operations Center (*Beaver, WV*)
Customer: Raleigh County Emergency Services Authority
Project Cost: \$250,000
Date of Completion: September 2014
Reference: Mr. John Zilinski
304 / 255-0911



Ohio Valley Towers Building (*Steubenville, OH*)
Customer: Jefferson County Board of Commissioners
Project Cost: \$2 million
Date of Completion: (*under construction*)
Reference: Mr. Thomas Gentile
740 / 283-8500



Williamson Campus (*Williamson, WV*)
Customer: Southern WV Community and Technical College
Project Cost: \$500,000
Date of Completion: August 2010
Reference: Ms. Rita Roberson
304/236-7648



Wyoming/McDowell Campus (*Pineville, WV*)
Customer: Southern WV Community and Technical College
Project Cost: \$200,000
Date of Completion: August 2010
Reference: Mr. David Lord
304/294-2010



Colson Hall (*Morgantown, WV*)
Customer: West Virginia University
Project Cost: \$5.6 million
Date of Completion: November 2007
Reference: Mr. David Smith
304/293-2863



Conley Hall (*Montgomery, WV*)
Customer: WVU Institute of Technology
Project Cost: \$275,000
Date of Completion: March 2012
Reference: Mr. Paul Whiteman
304/293-8134



Brooke High School (*Wellsburg, WV*)
Customer: Brooke County Schools
Project Cost: \$5 million
Date of Completion: (*under construction*)
Reference: Mrs. Toni A. Paesano Shute
304 / 737-3481



Maysville Elementary School (*Maysville, WV*)
Customer: Grant County Schools
Project Cost: \$740,000
Date of Completion: February 2012
Reference: Mr. Brent Nelson
304 / 257-1011



Weir High School (*Weirton, WV*)
Customer: Hancock County Schools
Project Cost: \$5 million
Date of Completion: July 2005
Reference: Dr. Kathy Kidder-Wilkerson
304 / 564-3411



Bridge Street Middle School (*Wheeling, WV*)
Customer: Ohio County Schools
Project Cost: \$2 million
Date of Completion: August 2007
Reference: Dr. Dianna Vargo
304 / 242-0300



Summers Middle School (*Hinton, WV*)
Customer: Summers County Schools
Project Cost: \$1.5 million
Date of Completion: November 2011
Reference: Mr. David Quisenberry
304 / 466-6000



Middlebourne Pre-K (*Middlebourne, WV*)
Customer: Tyler County Schools
Project Cost: \$443,000
Date of Completion: August 2010
Reference: Mr. Jeff Davis
304 / 758-4566



New Martinsville School (*New Martinsville, WV*)
Customer: Wetzel County Schools
Project Cost: \$2.5 million
Date of Completion: August 2010
Reference: Mr. William Jones
304 / 455-2441

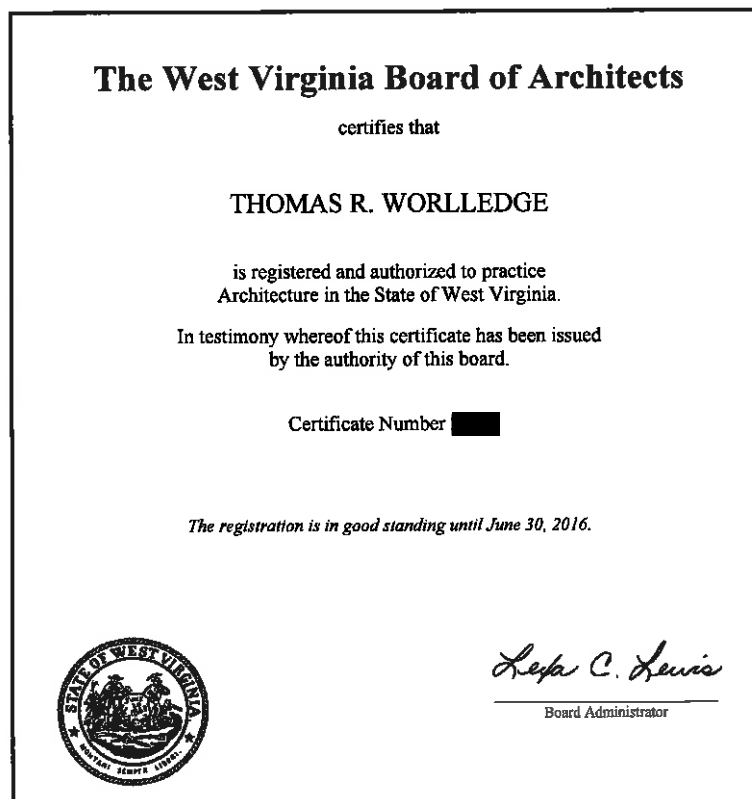
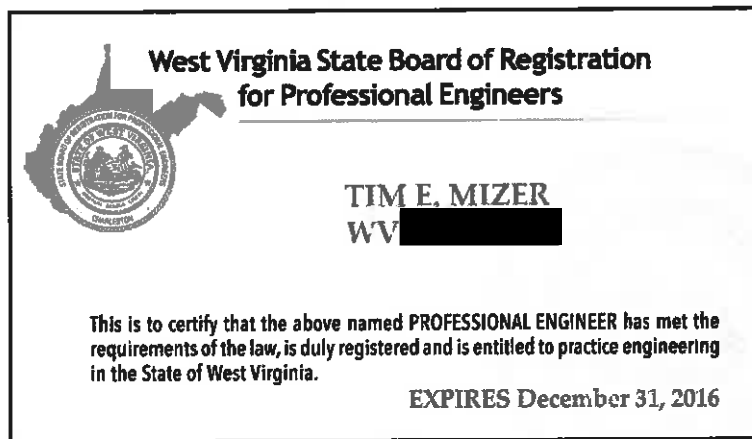
... copies of any staff certifications or degrees applicable to this project ...

Included on this page is:

- Tim Mizer's (*your project manager / lead Engineer*) West Virginia State Board of Registration for Professional Engineers (license number is WV PE # 013169)
- Thom Worlledge's (*your Architect*) Registration & Authorization Certificate to provide Architectural Services in West Virginia (Certificate Number 2874)

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

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





CERTIFICATE

I, Ken Hechler, Secretary of State of the State of West Virginia, hereby certify that
by the provisions of Chapter 31, Article 1, Sections 27 and 28 of the West Virginia Code, the Articles of Incorporation of

McKINLEY & ASSOCIATES, INC.

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

CERTIFICATE OF INCORPORATION

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

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

FIFTEENTH day of
DECEMBER 19 89

Ken Hechler

Secretary of State.



State of West Virginia



Certificate

*I, Natalie E. Tennant, Secretary of State of the
State of West Virginia, hereby certify that*

MCKINLEY & ASSOCIATES, INC.

was incorporated under the laws of West Virginia and a Certificate of Incorporation was issued by the West Virginia Secretary of State's Office on December 15, 1989.

I further certify that the corporation has not been revoked by the State of West Virginia nor has the West Virginia Secretary of State issued a Certificate of Dissolution to the corporation.

Accordingly, I hereby issue this

CERTIFICATE OF EXISTENCE

Validation ID:0WV3W_CQTDH



*Given under my hand and the
Great Seal of the State of
West Virginia on this day of
October 27, 2015*

Natalie E. Tennant

Secretary of State

Notice: A certificate issued electronically from the West Virginia Secretary of State's Web site is fully and immediately valid and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be established by visiting the Certificate Validation Page of the Secretary of State's Web site, <https://apps.wv.gov/sos/businessentitysearch/validate.aspx> entering the validation ID displayed on the certificate, and following the instructions displayed. Confirming the issuance of a certificate is merely optional and is not necessary to the valid and effective issuance of a certificate.

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

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

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

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

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

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

This certificate is not transferrable and must be displayed at the location for which issued.

This certificate shall be permanent until cessation of the business for which the certificate of registration was granted or until it is suspended, revoked or cancelled by the Tax Commissioner.

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

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

atlD06 v.4
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CERTIFICATE OF *Authorization*

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

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

MCKINLEY & ASSOCIATES, INC.

C00366-00

Engineer in Responsible Charge: TIM E MIZER - WV PE 013169

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

January 1, 2015 - December 31, 2017

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

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



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

BOARD PRESIDENT

... proposed staffing plan ...



Project Manager / Point of Contact

Tim E. Mizer, PE, RA, QCxP

Engineering Team

Tim E. Mizer, PE, RA, QCxP

Director of Operations /

Architectural Engineer / Architect / Commissioning Process Provider

Michael A. Heath

HVAC/Mechanical & Fire Protection Engineering Designer

Darren S. Duskey, PE

Electrical Engineer

Michael J. Clark

Electrical Engineering Designer

Scott D. Kain

Plumbing & Electrical Engineering Designer

Architecture

Thomas R. Worledge, AIA, LEED AP BD+C, REFP

Southern-WV Area Manager /

*Architect / LEED Accredited Professional specializing in
Building Design & Construction*

Construction Administration

Robert E. "Bob" Smith

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

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

- 4.1. Develop drawings and specifications for renovating/ updating existing spaces for the purpose of advertising and awarding construction contract(s).
- 4.2. Provide full design services that may include, civil, structural, electrical and mechanical disciplines to assist with the design and construction of fully functional facilities within the proposed budget.
- 4.3. Preparation of the definitive design including preparation of all preliminary and final working drawings, specifications, detailed cost estimates, bidding and construction schedules, and assistance in surveying, analyzing and evaluating bids or proposals for construction.
- 4.4. Perform construction supervision and inspection services (SIOH) to include on-site owner representation (as needed), review and approval of samples and/or shop drawings, preparation of change orders and detailed cost estimates, evaluation of supplier's change order proposals and recommendations for negotiation, and preparation of record drawings (reproducible) showing construction work as actually accomplished (as-built drawings). These services also include presiding over the required construction meetings and preparing construction progress and forecast reports.

The work to be performed by your design team is very clear; to evaluate, prioritize and design within budget and schedule to **meet the needs of the West Virginia Army National Guard and Facilities Management Office**. Over the years, McKinley & Associates has designed hundreds of projects which involve **heating, ventilation and air conditioning systems (HVAC) assessments, renovations, replacements, upgrades, and/or repairs - including dozens of governmental projects across the State** - which gives us invaluable experience to utilize within your project, whether it is working with alternate suppliers or evaluating and recommending the best HVAC concepts and controls manufacturers for your project. **Also, during this time our expertise has been called upon many times accommodating various client's and facility's needs, upgrading outdated machinery, designing energy efficient systems, scheduling for phased construction around occupied areas of the projects, and even evaluating and correcting errors in existing design (pipe sizing, piping material errors, control valving, equipment accessibility, etc)**. We currently support clients on a number of **significant HVAC renovation / upgrade projects** that illustrate this ability. With our vast HVAC renovation experience, governmental building experience, knowledge of codes, and our great working relationship with various State agencies; we are confident that we have the talent and technology needed make your 2 State Armories HVAC projects successful.

We have the skill needed to provide drawings and specifications for addressing the HVAC issues. Construction projects are best handled when the entire design team has a total project scope as early as possible; therefore we prefer to **begin each project with on-site investigations, review of all existing conditions and study of any early planning and existing documentation**. Our approach to design requires a dialog with the Owners and the end users of the facilities. To start your project, a kickoff meeting will be held with the West Virginia Army National Guard, the Dunbar and Bluefield Armory representatives, along with facility walkthroughs at both armories for all the design Professionals. We will verify the existing building systems, verify or establish new load requirements of the facility, and establish the needs of the facility, through the review of the existing conditions, existing drawings, and with discussions with the Owner.

Our philosophy regarding these types of work requires an **intimate knowledge of the building** so we can determine how to most effectively use and/or replace the existing equipment. This activity includes carefully mapping out any damaged areas and formulating a plan of action for repairs. This

process targets the areas of greatest need and helps to control cost by utilizing any newly replaced equipment (e.g. new equipment, air handling unit, control system, ductwork modifications, etc.). It is with this experience that we are able to bring insight to the design of spaces that will retain long term value. **We can and will perform for you on time and to your budget.**

Through further on-site meeting and investigation of the Armories, we will better evaluate the problems or deficiencies in the current systems, and we will propose options for resolving the issues. At this point, the Owners Project Requirements will be defined and documented to be used as a guideline through the design phase, which will establish a scope of work, schedule, budget and program. We will then use all this information to produce a full reporting of the current conditions of the buildings' HVAC equipment and systems with our recommendation of rework to better fit the needs of these buildings, then **will design and specify new equipment and HVAC systems to better fit the standards of today's design and energy efficiency standards.**

Throughout the design process, we hold design workshops to get the critical information needed to achieve a design that **meets your goals and objectives.** We do not only depend on our experience, but on the day to day experiences of those who will use the building. We have found that this hands-on approach allows us to focus on your needs and desires and to achieve a better outcome for our client. Also, as your MEP Engineers / Architects and single point of responsibility, you can be reassured of smooth project delivery and sensitivity to all relevant guidelines in our state.

The Project Manager assigned to your project is Tim E. Mizer, PE, RA, QCxP; and he, along with support staff, **will track and manage the design discussions and decisions throughout the project from inception to completion.** The Project Manager coordinates project-related tasks, performs code reviews and writes the project specifications. We will utilize our various documents we have created, such as our Project Phase Responsibility Matrix, RFI Log (*seen below*), Submittal Log (*seen below*), and Project QA/QC Checklist documents. Our "in-house" registered professional engineers and architects work together everyday and have done most of the projects here as a group, which gives us the ability to develop quality construction documents that an engineering firm without architecture in-house just cannot match. All of our Engineers are involved in virtually every project, along with an Architect, and a Construction Administrator. In addition, our Quality Assurance Program also starts with a peer review where a registered professional not involved in the design becomes reviewer of the project before going to bid. We hold weekly meetings to discuss your project, the budget, schedule and quality assurance. We provide Documented Minutes of all of our meetings and encourage the Owner to participate in these meetings.

Submittal Log				Project:												Copies To													
				Contractor:																									
				Project No.:																									
Sub #	Specs	Description/Title	Contractor/Subcontractor/Trade	RECEIVED	To	Date Rec'd	#	COPY	Date Ref'd	Approved	Amend As Noted	Review/Resub	Rejected	Waste Ref'd	C	O	N	T	R	A	C	T	O	R	O	R	P	L	E

RFI Log				Project: (NAME)																									
				Contractor: (NAME)																									
				Project No. (NUMBER)																									
RFI #	BP#	Description/Title	Drawing Reference	To	Date Sent to Consultant	Date Returned from Consultant	Date Sent	Date Ref'd	Sketch #	Cost/Time Issue \$	S/Days	Change Order #																	

During the construction, the **processing of shop drawings and submittals** will be controlled and monitored by Tim Mizer, your project manager, and includes the receipt, logging, review and return of submittals. Urgent items can often be expedited to satisfy the construction schedule.

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

Additionally, we will **commission** the project to **ensure everything is working properly, and to teach your maintenance personnel how to use the machinery and gives them all the correct manuals.** McKinley & Associates can work with the Contractors and Testing Adjusting & Balancing Company to verify proper system operation. The purpose of this verification is to ensure all systems and equipment are operating as intended, and to the designed efficiency.

Furthermore, our **11-Month Walk-Through** is a process where our professionals return to your facility eleven months after the project is completed. At that time they review all the work that was completed and check all warranties. We are making sure all of the covered work is in order and that the warranties do not expire with equipment or product not working properly. It should be noted that McKinley & Associates has been performing our eleven month walk-through for the past 18 years as part of our Standard of Care, and it only recently has been adopted as an AIA 101 Standard. We also conduct Post Occupancy Evaluations with the Owner to find out how well we matched the Owners' needs.

Quality control at McKinley & Associates, Inc. is a constant process which **begins with the initial project activity and continues through document submissions, bidding, construction and owner occupancy.** The longevity and size of the firm and our history of success completing complex and innovative projects is founded upon our commitment to this process. **During the design phases,** all personnel become fully versed in your program, the project requirements and design standards. The design team is responsible for identifying for West Virginia Army National Guard any potential conflicts between program criteria and design standards and resolving those conflicts to your

satisfaction. As the schematic/concept plans are developed, the Project Manager (Tim Mizer) typically presents the plans for review and comments to a plan group depending on the nature of the work; e.g. architects critiquing the architecture and engineers commenting on the engineering. Once a consensus is reached, the plans advance in the process. **Prior to the completion of each determined design phase,** a set of project documents is issued to each discipline and consultant for coordination, cross-checking and review. The following items are checked at that time: drawings and specifications for program compliance; drawings and specs



Peer Review

for internal coordination; cost effectiveness of the design; drawing accuracy; and compliance with appropriate codes and client standards. After coordination check corrections are completed, the project engineer (Mr. Mizer) reviews the documents and compares the completed documents with check prints to verify that corrections have been made in accordance with the project design criteria. A review set is sent to the WVARNG, the Fire Marshal and other governing authorities for preliminary review. During the subsequent phases of design, all items are checked by persons other than those performing the daily design work in order to provide fresh insight. Prior to the final release of the documents, revisions are checked by the project manager and appropriately referenced on the drawings. Copies of the final documents will be distributed to West Virginia Army National Guard for final review and approval. A review set is sent to the Fire Marshal and other governing authorities for final review comments. Comments are incorporated into the documents prior to issuance for advertising, bidding and construction. **Bid documents** are issued after a final check to verify that all bid packages have current revisions included and are appropriately identified. Bid sets are numbered and registered to bidders so that each bidder may be kept informed of clarifications and addenda. Finally, we will provide assistance in surveying, analyzing and evaluating bids or proposals for construction, and **assist with awarding the construction contracts**. For all of our Clients we require a set of Operation & Maintenance Manuals be submitted from manufacturers as **Closeout Documents**. Equipment specific Maintenance Agreements can be incorporated into the construction documents if the Owner believes staff availability might be sporadic. The Eleven-Month Walk-thru is specified to follow-up on the status of the completed work and to make it possible to review product performance and final installation standards have been met before the warranties expire. The project completion time frame expectation for Project Closeout is defined in the front end of the Project Manual in the Specifications so that the contractors are aware of the requirements before submitting a bid. **Also, during construction**, our Construction Administrators monitor the contractor's progress to ensure that they are following the Construction Documents, verify that closeout documents are submitted in a timely manner upon Substantial Completion, and they can specify tools and goals (such as deadlines or monetary values) to encourage compliance.

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

McKinley & Associates can also research **energy efficient options** and **cost effective options**. Our engineering staff will re-assess your existing MEP plans and specifications to determine best option for the entity. Our engineering staff has had special opportunities and experiences. Our engineering department has designed the first Chilled Beam HVAC System in the State of West Virginia, one of the first Variable Refrigerant Volume / Air-Cooled DX Multizone System in the State, one of the first Variable Refrigerant Flow (VRF) HVAC systems in WV, and more. **We know the new technology and we know how and when to apply it effectively.**

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

West Virginia Department of Health & Human Resources' Ohio County office

Location: Wheeling, West Virginia

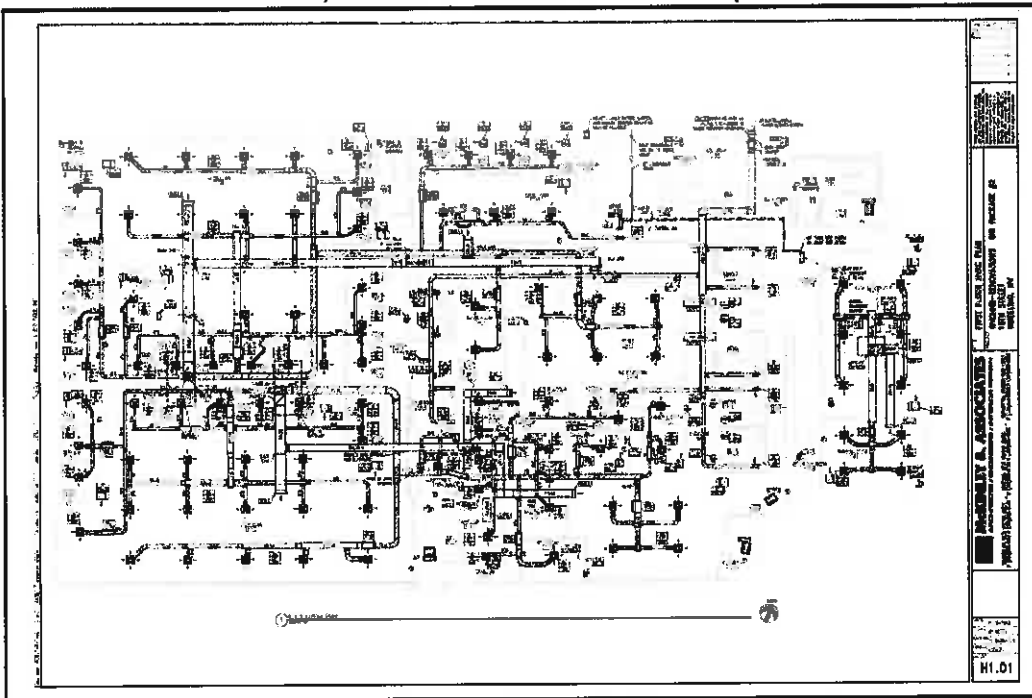
Contact: Mr. David J. Hildreth
WV Department of Administration
1409 Greenbrier Street
Charleston, WV 25311
304 / 558-1295

Type of Project: Governmental Office Building with HVAC renovations

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

The **initial \$2 million fit-out project** was built in **three phases**: the exterior was completed first (including new security doors, windows, skin, etc.), next the **interior design and renovations including major HVAC / mechanical and electrical systems** to provide a state of the art facility for the DHHR's use, and then the parking lot and emergency exit fire stair tower so the project could be **fast tracked to meet the Owner's 2013 move-in requirements.** We worked with the local and state code officials to bring the building into compliance with the current building and fire codes and provide access to all of the occupied areas of the building. The fit-out was divided into three distinct spaces: secure office space, Client space, and training areas. There are dozens of individual offices, open office work areas, a large video conference room, smaller conference rooms, training rooms, interview rooms, and much more. The Office space is secured from the client area by an access control

system. The training space was designed to be stand alone for use by other State staff training. We provided a separate entrance for future tenants of the upper two floors and to keep the future renovation cost to a minimum. There are multiple entryways and doors, both interior and exterior, with different levels of security access. The showroom windows were mostly in-filled because of the sensitive nature of the materials in the DHHR's office, but windows high on the wall provide natural daylighting, for just one example of the building's **multiple energy-efficient features.**



West Virginia Army National Guard AASF#1 HVAC renovation

Location: Wellsburg, WV


Contact: Major Daniel Clevenger
West Virginia Army National Guard
1707 Coonskin Drive
Charleston, WV 25311
304 / 561-6446

Type of Project: Governmental HVAC

Project Description, Goals, and Objectives: McKinley & Associates has completed multiple projects for the West Virginia Army National Guard all around the State, including full A/E design services, energy efficient design, and construction administration. We have worked on new construction; additions; renovations; Spill Prevention, Control and Countermeasure (SPCC) Plans certifications and amendments; as well as certification of Environmental Equivalences. Many SPCC Plans are ongoing. We are proud of our relationship with you.

WEST VIRGINIA ARMY NATIONAL GUARD - AASF1 HVAC RENOVATION

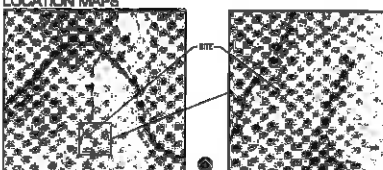
387 AVIATION DRIVE
WILLIAMSTOWN, WEST VIRGINIA 26187



McKINLEY & ASSOCIATES
ARCHITECTS/ENGINEERS/INTERIOR DESIGN

The Maxwell Center, Suite 100
527 Third Street
Wheeling, West Virginia 26060
304-238-0740 Tel / 304-455-4518 Fax

LOCATION MAPS



OWNER:
WEST VIRGINIA
ARMY NATIONAL GUARD
1707 COONSKIN DRIVE
CHARLESTON, WEST VIRGINIA 25311


INDEX OF DRAWINGS

NO.	DESCRIPTION	DATE
01	GENERAL NOTES	04/01/2015
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CODE INFORMATION

CODE: NFPA 991, NFPA 400 & NFPA 410
USE GROUP: I & B
CONSTRUCTION TYPE: TYPE II
TOTAL SQUARE FOOTAGE:
FIRST FLOOR OFFICES: 11,247 SQ. FT.
SECOND FLOOR OFFICES: 11,247 SQ. FT.
HANGAR: 23,772 SQ. FT.
TOTAL SQUARE FOOTAGE: 46,266 SQ. FT.
ADDITIONAL COMMENTS:
FIRE ALARM SYSTEM (ENTIRE BUILDING)
PARTIALLY SPRINKLERED BUILDING (HANGAR)

REGISTERED
DESIGN CERTIFICATIONS



CS.01

McKinley & Associates recently finished up the design of an HVAC replacement/upgrade at the West Virginia Army National Guard's main maintenance building, shop and hangar at the Army Aviation Support Facility #1. There were multiple challenges for this project (tight budget, short timeline, and interest in total energy usage efficiency improvements) which we had to overcome. This 46,266 SF maintenance building includes a two-story, 22,497 SF office/shop (11,247 SF each floor) as well as a 23,772 SF hangar.

This project required an existing building load study be performed which was used for the evaluations of the existing spaces and also to include any additional new conditions as described by the National Guard personnel.

The first floor of the office/shop section of the building includes a machine, sheet metal & welding shops; avionics equipment room; propeller & rotor shop; paint shop; tools, parts, & equipment room; hydraulics shop; contractor shop & storage; mechanical foreman rooms; Battery shop; Tech publication; AC Inspector; electric shop; mechanical shop; and locker room among others. From the various shop and welding areas, specialty HVAC equipment was needed for filtering and exhaust of the return air systems.

The second floor is mainly offices, but also includes bunk room, locker rooms, crew restrooms, aeromedical training room, flight planning room, safety briefing and exam room, and an aviation life safety equipment room among others.

Our design was to replace the entire office building HVAC with multiple Variable Flow Refrigerant Systems with roof mounted condensing units and individual or grouped indoor units mounted on the building structure above lay-in ceilings to serve individual zones. This VRF system coupled with an outside air handler unit will provide for excellent individual space control while also keeping energy efficiency in mind. Also included in this project is the redesign and repair of existing hanger infrared heating equipment coupled with new outdoor air rotation units to meet the ventilation code requirements of today.

United States Postal Service - 2 Open-Ended IDIQ Contracts

Location: Appalachian Area (West Virginia & Virginia) and Erie/Pittsburgh District in Pennsylvania

Contact: Mr. Don Mackey

United States Postal Service
27497 Albert Pick Road
Greensboro, NC 27498
336 / 665-2894

Type of Project: Governmental / HVAC renovations

Project Description, Goals, and Objectives: McKinley & Associates have designed dozens of facilities for the USPS with our multiple year open-ended IDIQ agreements, including new construction, additions, renovations, and rehabilitations in numerous cities within these 2 areas, including multiple HVAC projects. Projects include commissioning, testing and balancing. Currently under construction is a \$1.8 million build-out / renovation project for the Parkersburg Carrier Annex & Hub, which includes new HVAC systems, electrical, etc. In addition, we have designed over 100 Postal facilities for ADA compliance. We have completed studies, reports, general building renovations, HVAC and electrical systems improvements, commissioning, utility infrastructure, roofs, elevators, historic preservation, landscaping, building envelope improvements, construction administration, and much more. For the newest projects, they incorporate energy efficient design which follow the newest USPS Standards compliance to provide a more efficient systems. For example, the energy saving on a recent HVAC replacement project was achieved with the use of economizers to allow free cooling when ambient temperatures are below 60° F, and there was commissioning provided on the RTUs. We followed the USPS Standards, and we also completed Form ECC-EZ - Energy Compliance Certification for Low Energy-Impact R&A Projects. A majority of the projects we have completed for the USPS over the past 20+ years have been various HVAC projects, including this sample of recent examples which were all completed while the buildings remained occupied:

Huntington Processing & Distribution Center - \$201,000 HVAC project replacing hot water boiler with like-in-kind.

Clarksburg Finance Station - \$460,000 HVAC project involved the replacement of the outdated 120-ton water cooled chiller and two 107-ton cooling towers, with new energy efficient systems.

Charleston Processing & Distribution Center - \$375,000 HVAC renovation project involved replacing thermofusers and the ceiling fan coil units with 8 fan powered VAV boxes and 3 single duct VAV boxes with hot water reheat coils; replacing 3 failed rooftop units with new RTUs with electric heat and economizers; installing 2 new 5-ton mini split AC units in an area without cooling; and extending the existing DDC control system to control these new items.

Altoona, PA Post Office - \$350,000 HVAC project involved Air Handling Units be replaced along with an addition of a DDC Control System in a historic 1931 facility.

Williamson Main Office - \$422,000 HVAC project replacing hot water boiler with high efficiency condensing boiler.

Martinsburg Processing & Distribution Center - \$280,000 HVAC project replacing 4 packaged rooftop units with new, like-in-kind, packaged rooftop units to bring the units in to USPS Standards compliance and to provide a more efficient system.

Monongahela, PA Main Office - \$330,000 HVAC project replacing hot water boiler with 2 high efficiency condensing boilers in a historic 1913 facility; we recommended the most energy efficient solution that is life cycle cost effective over a 20-year period (with the upgrade from 83% to 95% efficient boilers the system operates more efficiently). While cutting the openings in the structural slab for the supply and return duct, the contractor created and/or noticed cracks; therefore we performed an emergency engineering site visit the next day on the condition of the concrete, provided a sketch for the required structural reinforcements, and the reinforcements were installed.

Brooke High School HVAC renovation/upgrade

Location: Wellsburg, WV

Contact: Mrs. Toni A. Paesano Shute
 Superintendent
 Brooke County Schools
 1201 Pleasant Avenue
 Wellsburg, WV 26070
 304 / 737-3481

Type of Project: Governmental

Project Description, Goals, and Objectives: For the Brooke High School HVAC project, McKinley & Associates' role had originally included preliminary planning stages to secure a successful bond vote and state funding requests; Brooke High School HVAC is 1 of 2 projects within Brooke County Schools' \$36 million District-Wide Construction Program (funded with a \$18 million local bond vote passed in the November 2014 election, and supplemented with matching \$18 million from WV School Building Authority). We gathered data, analyzed, and performed services to help promote HVAC upgrades at Brooke High as well as a new Middle School. We helped work on brochures and flyers to be distributed before the election, and provided evidence that this is a solid investment; which helped aid in the successful Bond passage.

Currently under construction is 278,670 SF of HVAC Renovations for Brooke High School. The design included major HVAC/mechanical, electrical, and plumbing engineering design, and associated architectural design. This was designed to meet the 2012 International Building Code, 2012 International Mechanical Code, 2012 International Plumbing Code, 2011 National Electric Code (NFPA 70), and WV State Fire Code. The \$5+ million project involves the removal of the existing hydronic heat pump system equipment and replace such with new Variable Refrigerant Flow (VRF) Systems, the removal and replacement of several rooftop units with new Energy Recovery Units with Gas Fired Heating, replacing the existing Make Up Air Units with new MAUs, and replacing several indoor air handling units. There will be alteration and reconfigurations to the existing ceiling ductwork for the installation of the new VRF Units, as well as minimal ceiling work to accommodate the new VRF Systems, and minor piping modifications. There will also be demolition of other existing equipment

and material. Furthermore, the HVAC renovation package also includes HVAC control modifications, exhaust fans, exhaust valves, louvers and gravity ventilators, grilles, register, and diffusers, new gas piping and painting, electrical modifications, as well as crane rental. There will be testing, adjusting, and balancing of the installed equipment. This project was designed with energy efficiency in mind; the VRF system to cool/heat the building has an anticipated cost reduction of 30% compared to existing mechanisms.


BROOKE COUNTY SCHOOLS 2015 BOND WORK

OWNER:
 BROOKE COUNTY BOARD OF EDUCATION
 1201 PLEASANT AVENUE
 WELLSBURG, WEST VIRGINIA 26070

**BROOKE HIGH SCHOOL
HVAC RENOVATIONS**

LOCATION
 29 BRUN DRIVE
 WELLSBURG, WEST VIRGINIA

PROJECT LOCATION MAP




ARCHITECT/ENGINEER:

McKINLEY & ASSOCIATES
 ARCHITECTS/ENGINEERS/INTERIOR DESIGN

The National Green Building Accreditation Council
 1000 North 17th Street, Suite 100
 Tallahassee, Florida 32310
 904.433.3333
 www.mckinleyandassociates.com

**REGISTERED DESIGN
CERTIFICATION**



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0201.08	AREA G HVAC DEMOLITION PLAN	
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0201.58	ELECTRICAL PANEL SCHEDULES	

CODE INFORMATION

2012 INTERNATIONAL BUILDING CODE
 2012 INTERNATIONAL MECHANICAL CODE
 2012 INTERNATIONAL PLUMBING CODE
 2011 NATIONAL ELECTRIC CODE (NFPA 70)
 WV STATE FIRE CODE

BUILDING AREA RENOVATED: 278,670 SQ. FT.

Raleigh County Emergency Services Authority's 911 & Emergency Operations Center HVAC

Location: Wheeling, West Virginia

Contact: Mr. John Zilinski

Director

Raleigh County Emergency Services Authority

162 Industrial Park Drive

Beaver, WV 25813

304 / 255-0911



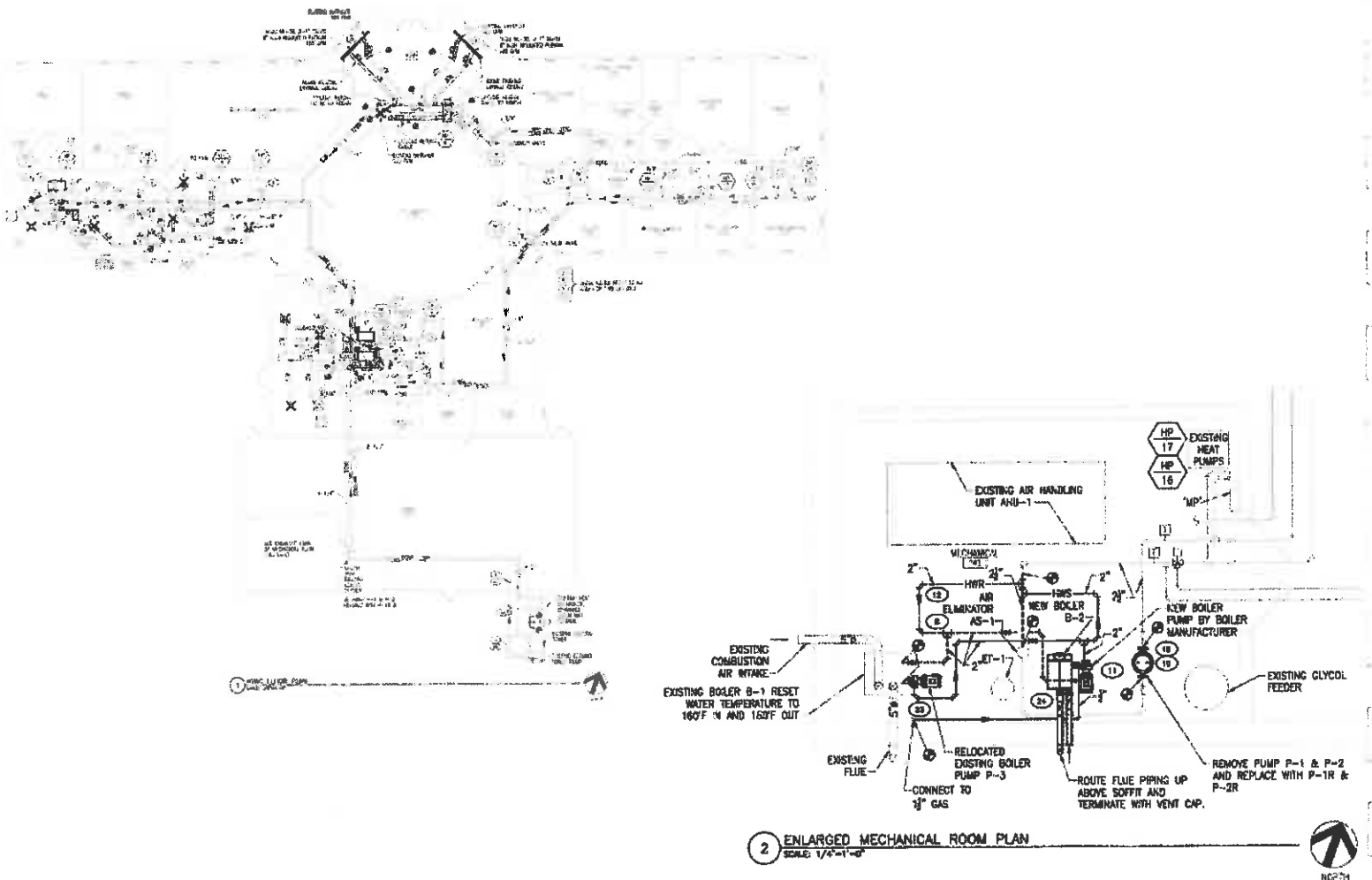
Type of Project: 1st Responder / HVAC renovation

Project Description, Goals, and Objectives: McKinley & Associates was commissioned to investigate and provide Construction Documents to repair the ill-functioning HVAC system in the Raleigh County Emergency Services Authority's office building (911 Center and Emergency Operations Center).

Upon investigation of this 13,000 SF facility, it was determined that many of the heat pumps were undersized within the 911 Center's most critical areas (such as the Dispatch Room). More importantly, it also was determined that the building was not constructed architecturally as designed and this deficiency greatly influenced the total building's HVAC system's performance.

Since the facility is a 911 Center, it must remain in operation 24/7; therefore, the pumps will be replaced one at a time so that the building can remain in operation, while the building is being occupied.

In addition to HVAC renovations, the project also includes associated electric work, miscellaneous interior renovations and insulation work.



Building 55: West Virginia State Office Building Complex

Location: Logan, West Virginia

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

State of West Virginia, General Services Division

1900 Kanawha Boulevard East

Charleston, WV 25305

304 / 558-9018



Type of Project: Governmental Office Building

Project Description, Goals, and Objectives: This new five story building underscores its major role in the development and revitalization of downtown Logan by uniting office space for various state agencies under one roof, whom were once scattered throughout the city. The agencies include the **Department of Health and Human Resources, WorkForce West Virginia, Division of Rehabilitation Services, the Offices of the Insurance Commissioner, State Tax Department and Workforce Investment Board;** a total of 127 State employees are now working at this location. The 53,200 SF building is provides current technology, flexibility for future growth, and security features for existing and future tenants. At the request of the Owner, the building was designed to be **energy efficient** and meet sustainable design goals, confirmed by LEED and energy star requirements. This building is **LEED Certified**. To help achieve these energy efficient goals and objectives, the HVAC System included the installation of 2 high efficiency condensing boilers, pumps with variable speed drive control, custom air handling

units with chilled and hot water coils, variable air volume boxes with hot water heating coils, water cooled chiller with cooling tower, packaged rooftop energy recovery ventilator, and direct digital controls. In addition, a tight building envelope was created with closed cell foam insulation and thermal efficient windows. One of the unique features of the building is the daylight system. The design takes clues from older buildings that were designed to let daylight penetrate deep into the buildings by necessity. To enhance this effect we added "light louvers" which are devices that redirect daylight to the ceiling and diffuse natural light throughout the space.

The open offices were placed around the exterior of the building and the enclosed offices along the interior wall so more of the tenants receive quality light. In addition, interior windows allow the daylight to pass to the center offices. The streetscape design will act as a template for all future sidewalk development; major brick patterns intersect at a paver quilt star, a symbol of West Virginia heritage that is carried into the foyer of the building.

The stained glass window in the entry was custom designed to reflect the culture and history of the area; this won a 2013 AIA Craftsmanship Award.



Weir Middle / High School HVAC

Location: Weirton, West Virginia

Contact: Dr. Kathy Kidder-Wilkerson

Superintendent

Hancock County Schools

104 North Court Street

New Cumberland, WV 26047

304 / 564-3411

Type of Project: HVAC renovation

Project Description, Goals, and Objectives: We have completed multiple projects for Hancock County Schools which concentrated on HVAC renovations and upgrades. For one example, this \$5 million project for Weir Middle / High School involved 192,250 SF of existing building renovations, along with 2 mechanical room additions for an additional 2,400 SF.

This HVAC project involved:

The demolition of the existing HVAC system which included single zone air handling units, multizone air handling units, unit ventilators, boilers and pneumatic control system.

Abatement of asbestos insulation on boiler piping.

The construction of new Mechanical Rooms at Buildings A and F.

The installation of the new hot water boiler plant which includes four 1750 MBH boilers, pumps, hydronic specialties and controls.

The removal of corridor ceilings and installation of two 225 ton chilled water piping mains. As part of the removal of the corridor ceilings all existing ceiling mounted equipment was temporarily suspended until new ceilings were installed and the equipment was remounted. The ceiling mounted equipment was field verified and included lights, sprinklers, smoke detectors, exit signs, intercom speakers, air inlets & outlets, etc.

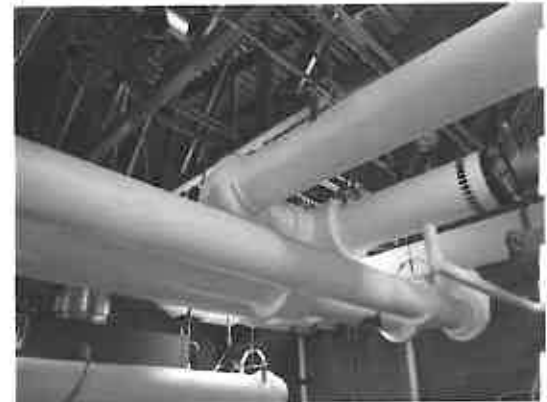
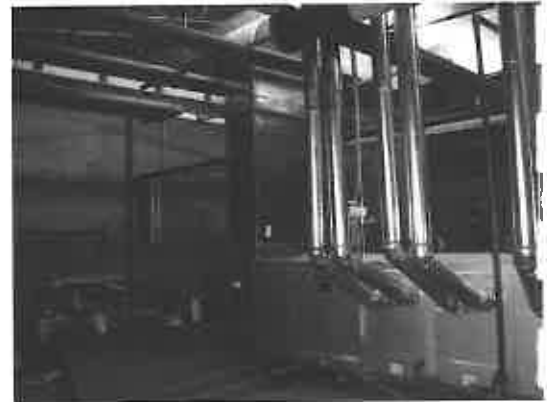
The installation of the primary conduits, concrete pads for the utility pedestal and transformers, the secondary conduits and conductors from the transformer to the existing switchboard in Building H, as well as the cutover of this switchboard to the new service, secondary conductors and raceways from the other two transformer pads to the panelboards in the new Mechanical Rooms at Buildings A and F.

The exhaust fans and other miscellaneous mechanical equipment replacement was coordinated with the owner and engineer.

The air handling units serving the Auditorium and Cafeterias were replaced when the school was on a break, and the work was completed and the systems operational prior to the students returning to the school.

The remaining air handling units were replaced during the school year. The adjacent classrooms, where the units were removed and re-installed, was relocated temporarily.

The unit ventilators were replaced, and included misc. pipe chases, valving & electric.



Big Sandy Arena & Convention Center

Location: Huntington, West Virginia

Contact: Mr. Brian Sipe

Big Sandy Superstore Arena

1 Civic Center Plaza

Huntington, WV 25701

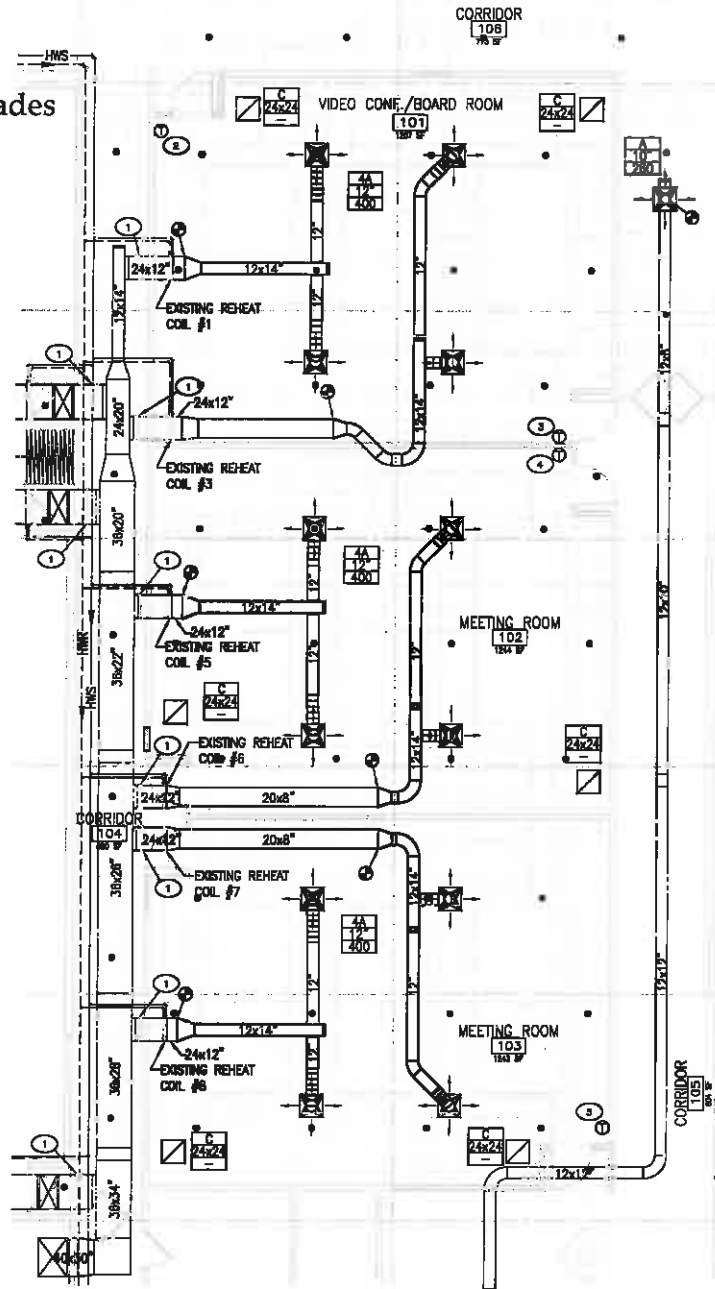
304 / 466-6000

Type of Project: Renovation and HVAC upgrades

Project Description, Goals, and Objectives:

The \$800,000 Big Sandy Superstore Arena (the former Huntington Civic Center) project for the City of Huntington included the modernizing of the existing HVAC system and boiler, and adding independent controls for the Conference Center. We replaced an existing Cleaver-Brooks Model CB-200-150 Combination Gas-Oil Hot Water Boiler and Pump with 2 Fulton VGT-3000DF Combination Gas-Oil Condensing Boilers (Gas only) having a capacity of 2,640 MBH output each, and two 800 GPM Pumps (1 normal and 1 stand-by).

We also renovated and redesigned the Convention/Conference Center meeting rooms, where we converted 6 Break out rooms into 3 "smart rooms" with 80" LED media screens, smartboard controls, and multi media capabilities. One of the rooms is designed as a "Life Size" video conference room for up to 50 local participants and video conference participants from 8 different locations. In addition to the media rooms, we replaced the Conference Center acoustical dividing walls; renovated the restrooms and added a family ADA restroom in the front lobby; and built a catering room in the backstage area for the performers and their crews. McKinley & Associates completed the architecture and HVAC/MEP engineering on this 100,000+ GSF building. All of this work was completed while the conference center was open for business.



HVAC KEY NOTES

- ① EXISTING MANUAL BALANCING DAMPER.
- ② NEW THERMOSTAT - REHEAT COIL #1 & #3 - BASE BID.
NEW THERMOSTAT - REHEAT COIL #1 ONLY - ALTERNATE #1.
- ③ NEW THERMOSTAT - REHEAT COIL #3 ONLY - ALTERNATE #1.
- ④ NEW THERMOSTAT - REHEAT COIL #5 & #6.
- ⑤ NEW THERMOSTAT - REHEAT COIL #7 & #8.

① CONVENTION CENTER HVAC RENOVATIONS—BASE BID & ALTERNATE #1
1/8"=1'-0"



Per Section Five's "GENERAL TERMS AND CONDITIONS"; on the following pages you will see copies of our various Insurance Coverages, including Commercial General Liability Insurance, Automobile Liability Insurance, and WV Statutory requirement - WV Code §23-4-2 Mandolidis (found on this page), as well as Professional Liability Insurance (found on the following page).

ACORD™		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 05/02/2016		
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.						
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).						
PRODUCER Paul Associates 1311 Chapline Street P. O. Box 990 Wheeling, WV 26003-0123			CONTACT NAME: III, Lee Paul PHONE (AG, No, Ext): 304.233.3303 FAX (AG, No): 304.233.3333 E-MAIL ADDRESS: PRODUCER CUSTOMER ID #:			
INSURED McKinley & Associates, Inc. The Maxwell Centre 32-20th Street Wheeling, WV 26003			INSURER(S) AFFORDING COVERAGE NAIC # INSURER A: Cincinnati Insurance Co. 10677 INSURER B: Brickstreet Ins Brick INSURER C: INSURER D: INSURER E: INSURER F:			
COVERAGES CERTIFICATE NUMBER: 15/18 Liab w/workers comp REVISION NUMBER:						
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.						
INSR LTR	TYPE OF INSURANCE	ADOL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY		EPP0146335	06/15/2015	06/15/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPROP AGG \$ 2,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					
	GEN'L AGGREGATE LIMIT APPLIES PER:					
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					
A	AUTOMOBILE LIABILITY		EPP0146335	08/15/2015	06/15/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS					
A	UMBRELLA LIAB		EPP0146335	08/15/2015	06/15/2018	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$ \$
	<input type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> RETENTION \$	<input type="checkbox"/> CLAIMS-MADE				
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY		WCB1018014	12/30/2015	12/30/2016	WC STATUTORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> Y <input type="checkbox"/> N	N/A	WV DELIBERATE INTENT COVERAGE INCLUDED "MANDOLIDIS"		
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required) Specimen copy to be held by McKinley and Associates.						
CERTIFICATE HOLDER			CANCELLATION			
Specimen			SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.			
			AUTHORIZED REPRESENTATIVE <i>Lee C Paul III 5/2/2016</i>			
ACORD 25 (2008/09)			The ACORD name and logo are registered marks of ACORD			



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/9/2015

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

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

PRODUCER The James B. Oswald Company 1100 Superior Avenue, Suite 1500 Cleveland OH 44114	CONTACT NAME: Patricia Cholewa	
	PHONE (A/C, No, Ext): 216-839-2807 FAX (A/C, No): E-MAIL ADDRESS: PCholewa@oswaldcompanies.com	
INSURED McKinley & Associates, Inc. 32 20th Street #100 Wheeling WV 26003	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Continental Casualty Co.	18313
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	

COVERAGES CERTIFICATE NUMBER: 149514368 REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMPIOP AGG \$ \$	
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$	
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			<input type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$	
A	Professional Liability Claims Made Retro Date: 9/10/1981	N	Y	AEH591893924	10/10/2015	10/10/2016	Each Claim \$1,000,000 Aggregate \$1,000,000

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

Waiver of Subrogation as designated above is provided when required of the Named Insured by written contract or agreement.

CERTIFICATE HOLDER Specimen For Purposes of Evidencing Coverage Only WV 26003	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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ACORD 25 (2010/05)

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

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

Proc Folder: 221131

Doc Description: HVAC SYSTEM(S) REPLACEMENT EOI DESIGN SERVICES

Proc Type: Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No	Version
2016-06-08	2016-07-06 13:30:00	CEOI 0603 ADJ1600000002	1

BID RECEIVING LOCATION

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

VENDOR

Vendor Name, Address and Telephone Number:

*000000206862
 McKinley & Associates, Inc.
 1116 Smith Street - Suite 406
 Charleston, WV 25301
 304 / 340-4267

FOR INFORMATION CONTACT THE BUYER

Crystal Rink
 (304) 558-2402
 crystal.g.rink@wv.gov

Signature X

FEIN # 55-0696478

DATE 5 July 2016

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

DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

Ernest Dellatorre President
(Name) Title
Ernest Dellatorre, President
(Printed Name and Title)
1116 Smith Street - Suite 406, Charleston, WV 25301
(Address)
(304) 340-4267 | (304) 340-4269
(Phone Number) / (Fax Number)
edellatorre@mckinleyassoc.com
(email address)

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

McKinley & Associates
(Company)

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

Ernest Dellatorre, President
(Printed Name and Title of Authorized Representative)

5 July 2016
(Date)

(304) 340-4267 | (304) 340-4269
(Phone Number) (Fax Number)

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

MANDATE: Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

EXCEPTION: The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

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

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

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

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: McKinley & Associates

Authorized Signature: *[Signature]* Date: 5 July 2016

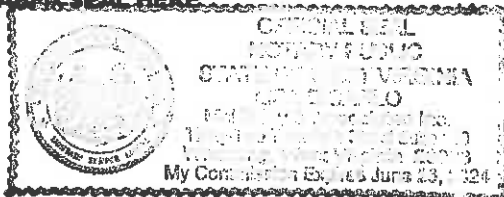
State of West Virginia

County of Ohio, to-wit:

Taken, subscribed, and sworn to before me this 5 day of July, 2016.

My Commission expires 26 June, 2024.

AFFIX SEAL HERE



NOTARY PUBLIC

[Signature]