



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

August 30, 2016

Ms. Jessica Chambers  
Department of Administration, Purchasing Division  
2019 Washington Street, East  
Charleston, WV 25305

Re: EOI for Window Replacement Design for Multiple Armories

Dear Ms. Chambers:

WYK Associates, Inc. wishes to express a strong interest in providing the design and construction services to renovate and replace the windows of three WV State Armories in Clarksburg, Martinsburg, and Salem.

Our experience includes work on a wide variety of building types and projects of varying scopes and complexities. Examples of these are included in this Expression of Interest. WYK Associates, Inc. and its predecessors have provided architectural services in West Virginia since 1900. We believe that our knowledge and expertise and strong project team make our firm a sound choice for this endeavor.

In particular we have worked with Randolph Terrace Apartments in Salem, WV designing a new office building and replacing the windows in approximately six apartment buildings or 72 apartment units. Additionally, we have worked with upgrading many existing buildings to meet modern day codes, maintenance items while maintaining the original integrity of the structure. We have vast experience with window upgrade, roof replacements, and interior renovations.

Our office is located in Clarksburg and the key personnel who would be working on this project lives in Salem, making us literally ten minutes drive from two of the three facilities. We will work with you to make sure you get the best value for your dollars spent. The principals noted in our Team Organizational Chart will be the individuals with whom you will work. We feel that the involvement of these principals throughout the course of the project allows us to provide our utmost level of service. We have demonstrated these services on a variety of projects with various programs and budgets for over a century.

Thank you for your consideration, we welcome the opportunity to meet with you to discuss your project further. Please feel free to contact me if you any questions or need any additional information regarding this submission at 304-624-6326 (office) 304-677-3373 (cell) or via e-mail at james@wykarchitects.com.

Respectfully Submitted,

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

08/31/16 09:23:55  
WV Purchasing Division

205 Washington Avenue  
Clarksburg, WV 26301  
p. 304.624.6326  
f. 304.623.9858

wykarchitects.com

STATE OF WEST VIRGINIA  
Purchasing Division

**PURCHASING AFFIDAVIT**

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

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

**DEFINITIONS:**

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

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

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

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

**WITNESS THE FOLLOWING SIGNATURE:**

Vendor's Name: WYK Associates, Inc.

Authorized Signature: [Signature] Date: 8/30/16

State of West Virginia

County of Harrison, to-wit:

Taken, subscribed, and sworn to before me this 30<sup>th</sup> day of August, 2016.

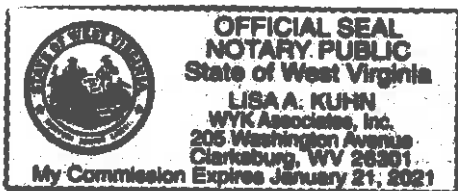
My Commission expires January 21, 2021.

AFFIX SEAL HERE

NOTARY PUBLIC

[Signature]

Purchasing Affidavit (Revised 08/01/2015)





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: 238636

Doc Description: Window Replacement for Armories EOI Design Services

Proc Type: Central Contract - Fixed Amt

Date Issued	Solicitation Closes	Solicitation No	Version
2016-07-25	2016-09-01 13:30:00	CEOI 0603 ADJ1700000003	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:

**FOR INFORMATION CONTACT THE BUYER**

Jessica S Chambers  
 (304) 558-0246  
 jessica.s.chambers@wv.gov

Signature X

FEIN #

55-0579016

DATE

8/30/16

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

INVOICE TO		SHIP TO	
DIVISION ENGINEERING & FACILITIES ADJUTANT GENERALS OFFICE 1707 COONSKIN DR		DIVISION ENGINEERING & FACILITIES ADJUTANT GENERALS OFFICE 1707 COONSKIN DR	
CHARLESTON	WV25311	CHARLESTON	WV 25311
US		US	

Line	Comm Ln Desc	Qty	Unit Issue
1	Window Replacement design services		

Comm Code	Manufacturer	Specification	Model #
81101508			

**Extended Description :**

Professional engineering design services to develop construction documents to provide for the replacement of Windows in the Armories located at Clarksburg, Martinsburg and Salem.

<b>ADJ1700000003</b>	<b>Document Phase</b> Draft	<b>Document Description</b> Window Replacement for Armories EOJ Design Services	<b>Page 3</b> of 3
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**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

**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.

Jordan Garland, Director of Business Development & Marketing  
 (Name, Title)  
Jordan Garland, Director of Business Development & Marketing  
 (Printed Name and Title)  
205 Washington Avenue Clarksburg WV 26301  
 (Address)  
304-624-6326, 304-623-9858  
 (Phone Number) / (Fax Number)  
Jordan@wykarchitects.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.

WYK Associates, Inc.  
 (Company)  
*James B. Swiger, AIA - PRESIDENT*  
 (Authorized Signature) (Representative Name, Title)  
JAMES B. SWIGER, AIA - PRESIDENT  
 (Printed Name and Title of Authorized Representative)  
8/30/16  
 (Date)  
304-624-6326, 304-623-9858  
 (Phone Number) (Fax Number)

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: ADJ1700000003**

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

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

**Addendum Numbers Received:**

(Check the box next to each addendum received)

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

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

WYK Associates, Inc.  
Company

*James B. ...*  
Authorized Signature

8/30/16  
Date

**NOTE:** This addendum acknowledgment should be submitted with the bid to expedite document processing.  
Revised 6/8/2012



**WYK ASSOCIATES, INC.**  
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205 Washington Avenue  
Clarksburg, West Virginia 26301  
Phone: (304) 624-6326 Fax: (304) 623-9858  
E-mail: wyk@wykarchitects.com

**TO:** Department of Administration  
Purchasing Division  
2019 Washington Street East  
Charleston, WV 25305-0130

Aug. 30, 2016	Job # 1700000003
ATT: Jessica S Chambers	
RE: Window Replacement for Multiple Armories	

**We Are Sending You**

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Shop Drawings  | <input checked="" type="checkbox"/> Attached | <input type="checkbox"/> Under separate cover via _____ the following items:                             |
| <input type="checkbox"/> Copy of Letter | <input type="checkbox"/> Prints              | <input type="checkbox"/> Sketch <input type="checkbox"/> Samples <input type="checkbox"/> Specifications |
|   | <input type="checkbox"/> Change Order        | <input type="checkbox"/> Submittals <input checked="" type="checkbox"/> via UPS                          |

Copies	Date	No	Description
3	08/30/16		Expression of Interest for WVARNG - Window Replacement for Multiple Armories
			Solicitation No. ADJ1700000003

**These Are Transmitted**

as checked below:

- |  |   |   |                             |
|--|---|---|-----------------------------|
| <input type="checkbox"/> For Approval            | <input type="checkbox"/> Furnish as Submitted | <input type="checkbox"/> Resubmittal Not Required         | ___ Copies for Approval     |
| <input checked="" type="checkbox"/> For Your Use | <input type="checkbox"/> Furnish as Corrected | <input type="checkbox"/> Rejected                         | ___ Copies for Distribution |
| <input checked="" type="checkbox"/> As Requested | <input type="checkbox"/> Revise and Resubmit  | <input type="checkbox"/> Resubmit                         | ___ Corrected Prints        |
| <input type="checkbox"/> For Review and Comment  | <input type="checkbox"/> _____                |   |                             |
| <input type="checkbox"/> FOR BIDS DUE _____      |   | <input type="checkbox"/> PRINTS RETURNED AFTER LOAN TO US |                             |

**Remarks**

WYK Associates, Inc. thanks you for the opportunity to submit a proposal on this project. We look forward to the possibility of working with you in the near future.

COPY TO: file

SIGNED: James B. Swiger, AIA

*If enclosures are not as noted, kindly notify us at once.*





**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Company Information

Identity • Project Philosophy • Project Management

[www.wykarchitects.com](http://www.wykarchitects.com)



### Our Identity

#### Who we are

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

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

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

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

### Project Philosophy

#### Our process at work

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

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

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

### Project Management

#### How we create excellence

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

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

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

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

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



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Company Information

Identity • Project Philosophy • Project Management

## Architecture

### Contact Information

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

304-624-6326

304-677-3373 Cell

304-623-9858 Fax

[www.wykarchitects.com](http://www.wykarchitects.com)

### Project Staff

**James B. Swiger**  
AIA, NCARB, LEED AP BD+C  
President / Principal-in-Charge  
[james@wykarchitects.com](mailto:james@wykarchitects.com)

**Joe Sinclair**  
AIA, NCARB, LEED AP BD+C, CDT  
Project Architect  
[joe@wykarchitects.com](mailto:joe@wykarchitects.com)

**Stephen M. Kelley**  
Associate AIA  
Senior Project Manager  
[stephen@wykarchitects.com](mailto:stephen@wykarchitects.com)

**Jordan Garland**  
Director, Business Development  
& Marketing  
[jordan@wykarchitects.com](mailto:jordan@wykarchitects.com)

### Memberships



The American Institute of Architects



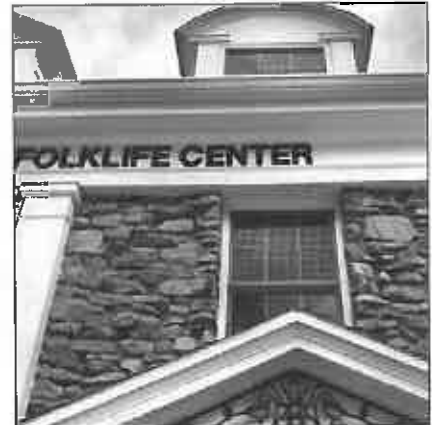
### Summary

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

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

### Relevant Project Experience:

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



West Virginia Folklife Center



Central Fire Station



Circleville School



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Company Information

Identity • Project Philosophy • Project Management

## Awards



### 2013 WV AIA MERIT AWARDS

ALL-ACHIEVEMENT IN  
ARCHITECTURAL DESIGN

MIDDLE-INTERIORS

BOTTOM-UNBUILT

Fairmont State University –  
Frank & Jane Gabor Folklife Center  
Fairmont, West Virginia

Size: 6,900 S.F.

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

FSU-Interior Design  
Fairmont, West Virginia

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

Shinnston Community Center  
Shinnston, West Virginia

Size: 17,000 S.F.

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





**WYK ASSOCIATES, INC.**  
ARCHITECTURE · PLANNING

## Company Information

Identity · Project Philosophy · Project Management

## Awards



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

### Information Manufacturing Corporation (I.M.C.)

Cowen, West Virginia

Size: 18,000 S.F.

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



2013 WV-AIA Merit Award for Design Excellence



### West Union Bank- Newpointe Clarksburg, West Virginia

Size: 9,000 S.F.

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



2013 WV-AIA Merit Award for Design Excellence



### West Pike Street Parking Facility

Clarksburg, West Virginia

Size: 57,000 S.F.

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

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

-Architectural Leaders Magazine, v1 Spring 2011



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Company Information

Identity • Project Philosophy • Project Management

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

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

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

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

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

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

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

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

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



3D Laser Printing



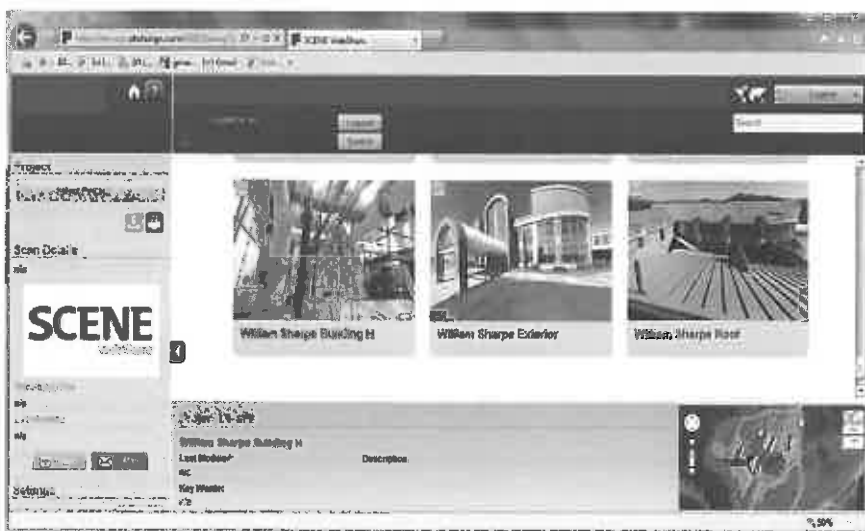
Physical Model Preparation



Shinnston Community Center Physical Model



3D Laser Scanning



3D Modeling



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Company Information

115 Years of Excellence in Architecture



### Rooted in History

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

### Focus on Knowledge

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

### Backed by Experience

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

### Passing the Torch

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

### Ready for the Future

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

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



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Publications

WYK Associates, Inc.

### West Virginia Executive Magazine 2015 Young Guns Award Recipient

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

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

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

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

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

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

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

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

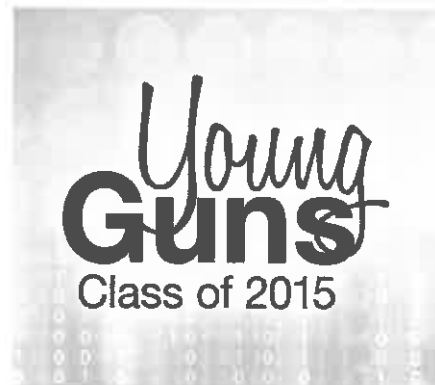
Swiger also credits his grandparents for instilling in him the importance of community service. His grandfather was involved with the Shriners, Kiwanis, Lions Club, the YMCA board and the local chamber of commerce, and his grandmother, who owned a flower shop, made efforts through her small business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

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



#### What is your favorite...?

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



# WINDOW REPLACEMENT DESIGN FOR MULTIPLE ARMORIES

Team Structure

---

## Project Team

### ARCHITECTURE

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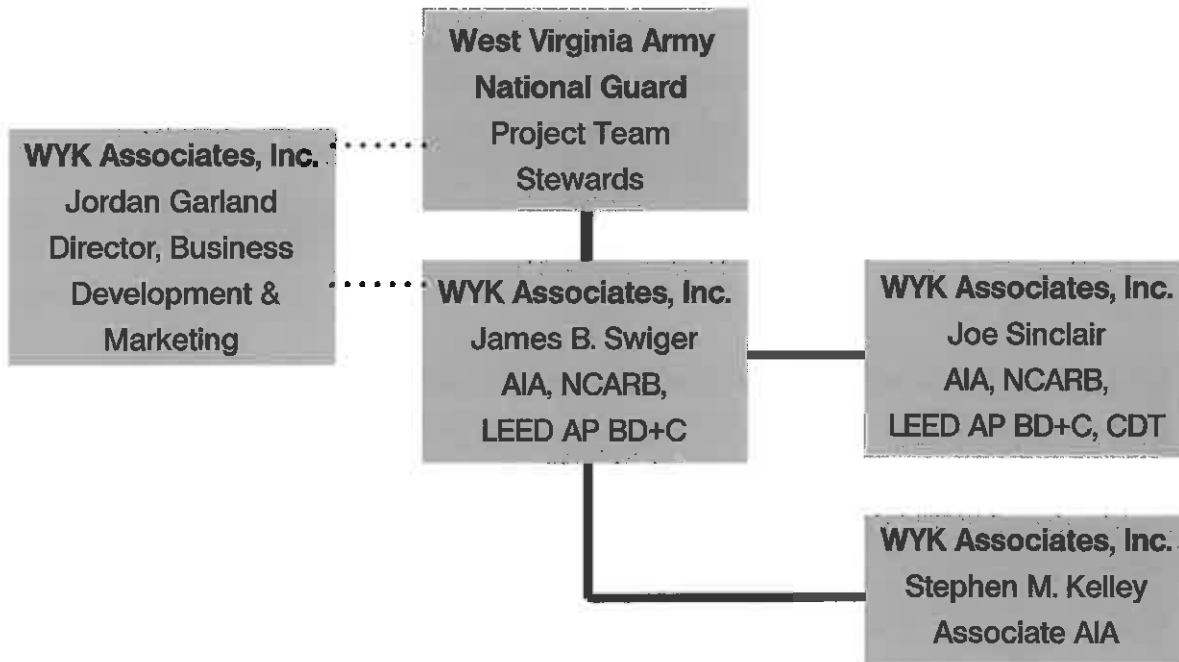


**WYK ASSOCIATES, INC.**  
ARCHITECTURE · PLANNING





**Development Team Organizational Structure**





**WYK ASSOCIATES, INC.**  
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# WINDOW REPLACEMENT FOR MULTIPLE ARMORIES

Site Photos

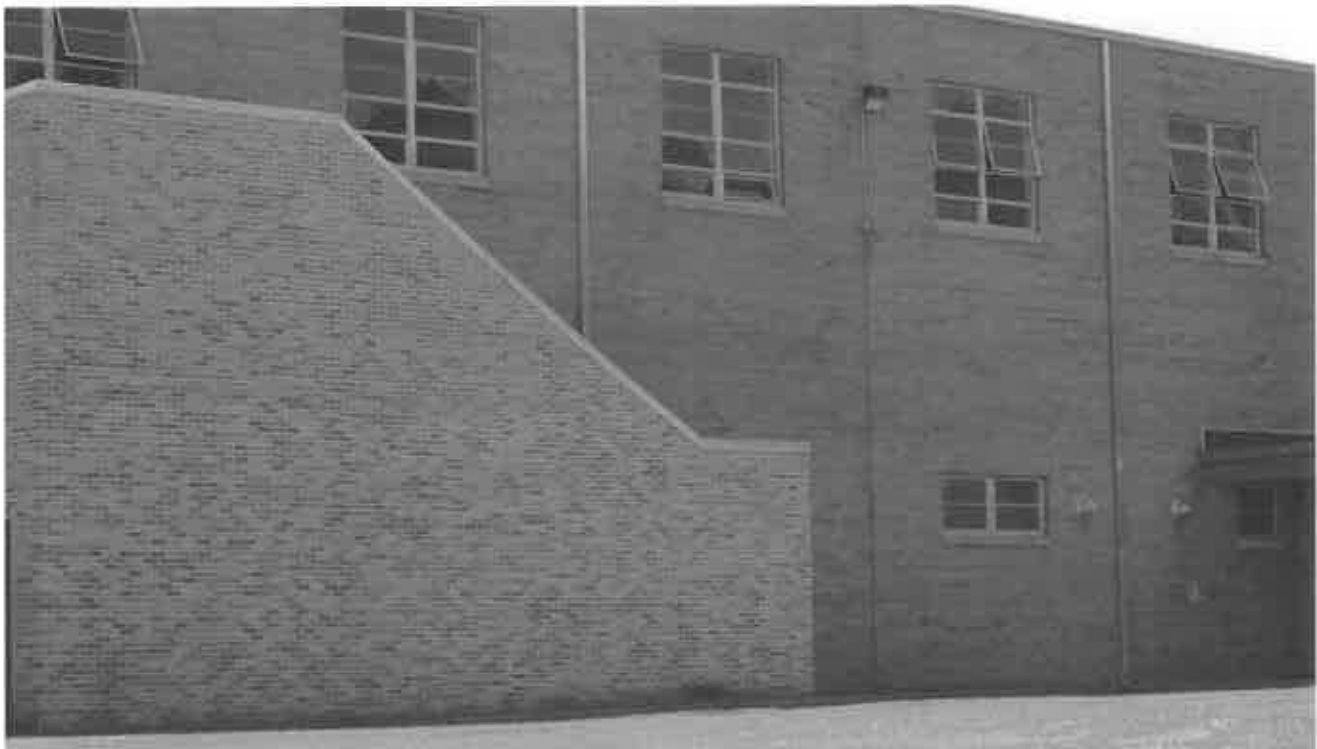




**WYK ASSOCIATES, INC.**  
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## WINDOW REPLACEMENT FOR MULTIPLE ARMORIES

Site Photos





**WYK ASSOCIATES, INC.**  
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## West Virginia Army National Guard Fixed Wing Training Site

North Central West Virginia Airport, Bridgeport, West Virginia



### A state of the art training facility

With Sponsorship from Senator Robert C. Byrd, the West Virginia National Guard established the state of the art personnel training facility totaling \$6.4 million in construction costs in 1996. Here students and instructor pilots from the fifty states and Guam train and certify on three different types of transport aircraft.

A wide hangar and an innovative hangar door system allow quick access to any one of five airplanes without disturbing other aircraft. Each aircraft has a dedicated manufacturer's support and maintenance team with their own work space. The two story masonry annex accommodates administration staff, instructor pilots, and instruction/simulator rooms.

The hangar proper is a steel frame structure with a clear span of the entire 210 foot hangar width. A prefinished insulated metal wall system with translucent thermal panels provides glare-free natural light with little or no maintenance. This was a part of the project's energy cost containment plan. This project also features 30' Tall Vertical Lift Doors.



#### Project Facts

Size: 37,000 sq ft

Completed: 1996

[www.wykarchitects.com](http://www.wykarchitects.com)



**WYK ASSOCIATES, INC.**  
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## West Virginia Air Center Bridgeport, West Virginia

Government > North Central WV Airport > Air Center

### Fast-track, Aircraft

#### Aircraft maintenance and retrofit service.

The building designed for the West Virginia Air Center is now occupied by Bombardier Services America Corp. The facility houses a complete aircraft maintenance facility which services mid-sized airplanes for both private airlines and the military. The building features four large aircraft maintenance bays which can accommodate up to a dozen aircraft for all types of maintenance and retrofit services.

The center has shops to support all phases of aircraft maintenance including interior finishes, composite materials, avionics and electronics and machine tooling. One bay is specifically designed for the removal and application of paint, and the building has state of the art fire protection and hazardous material collection systems. The modern office and support facilities offer unique views of the maintenance bays, and afford all employees an opportunity to observe the extensive and detailed work as the airplanes are torn down and rebuilt.

The project was completed in just over 14 months using a fast track construction management approach. The construction manager, all contractors, the owners representatives and the design team worked very closely to assure that all project milestones were met.



#### Project Facts

Size: 146,000 sq ft

Completed: 2004

[www.wykarchitects.com](http://www.wykarchitects.com)



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Bridgeport Public Safety Substation

Bridgeport, West Virginia

Government > Bridgeport Public Safety > Public Safety Substation

### A Focus on Safety

**Public Safety Substation doubles as an emergency shelter.**

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

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

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

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



#### Project Facts

Size: 15,000 sq ft

Completed: October 2009

[www.wykarchitects.com](http://www.wykarchitects.com)



**WYK ASSOCIATES, INC.**  
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## Central Fire Station

Clarksburg, West Virginia



### Downtown Fire Station

#### Withstanding the test of time

The historic Central Fire Station **has** been renovated by WYK on two occasions and was originally designed by Carleton Wood's grandfather. In 1974 we modified the gothic arch entrances to the apparatus bays to accommodate larger equipment. This effort involved procuring stone from the original quarry to assure a good match with the original construction.

In 2003 we designed a renovation project which cleaned, secured and made minor structural repairs to the historic exterior. Interior work added a training room, exercise room and fire escape. The apparatus room floor was lowered to resolve drainage problems and assure access for even higher equipment.

The lower photograph here reflects the changes that were made to the apparatus entry by our firm in the mid 1970's to accommodate a variety of larger fire fighting vehicles.



#### Project Facts

Size: 9,700 sq ft

Originally Built: 1927

Entry Enlargement: 1974

Upgrades: 2003

[www.wykarchitects.com](http://www.wykarchitects.com)

Historical Register: 1982



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## East End Fire Station Clarksburg, West Virginia

### Added Protection in Harrison County

The Clarksburg East End Fire Substation was built to replace an existing station which had become outdated. This station features two apparatus bays, plus living facilities for the firefighters. The building also features a vehicle exhaust system and utilizes punched openings in the façade to allow natural light and ventilation for the apparatus and living spaces.

This facility is located on a small corner lot along one of the City's main thoroughfares. The scale, materials and landscaping of the building respect the surrounding residential neighborhood but yet gives the building presences within its surroundings, creating a unique juxtaposition between the blend of commercial and residential construction found throughout the streetscape.



#### Project Facts

Size 2,400 s.f.

Completed:

[www.wykarchitects.com](http://www.wykarchitects.com)





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## North View Fire Substation Clarksburg, West Virginia



### Spacious Department

#### Local Fire Station receives addition!

The City of Clarksburg worked with Dominion Gas to acquire the conveniently located former Hope Gas Company City Plant to replace the City's existing North View Fire Substation.

This facility includes a 60 x 120 pre-engineered addition for garage and apparatus storage. It houses four new bays for the fire department vehicles, including one wash bay.

Bunk rooms, shower facilities, training facilities, and offices are located in the existing structure. They feature new fixtures, paint, carpet, lighting, and communication systems.

The site also accommodates vehicle storage for extra equipment, such as the City's rescue boat.



#### Project Facts

Size: 2,400 SF

Completed: 2010

[www.wykarchitects.com](http://www.wykarchitects.com)



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Information Manufacturing Corporation Cowen, West Virginia

Commercial > IMC

### Hi-tech expression

Sustainable design focusing on office operations.

With Sponsorship from Senator Robert C. Byrd, the Webster County Development Authority commissioned this "state of the art" facility to house Information Manufacturing Corporation's regional operations. This company transforms data into business intelligence and manages electronic data for government agencies.

The facility embraces a "hi-tech" image through expressions of form and materials. Extensive use and thoughtful composition of architectural metal panels, large glazed panels, and geometric proportioning of the brick masonry are integral to the building's character. The concept of manufacturing information guided the functional interpretation of the building's interior. Demands of the company's activities dictated large, ultra-flexible spaces defining the majority of the form. The building combines this square footage with smaller spaces for offices, secure storage spaces and conference areas.

Much consideration was given to employing user-friendly materials and creating environments whose focus was on the comfort of the users. Strategies range from indirect lighting in data processing areas, to creating exterior views from virtually every workstation.

The important notion of sustainability is addressed through use of recycled steel, regional materials, and an innovative geothermal heat pump heating and cooling system.



#### Project Facts

Size: 18,000 sq ft

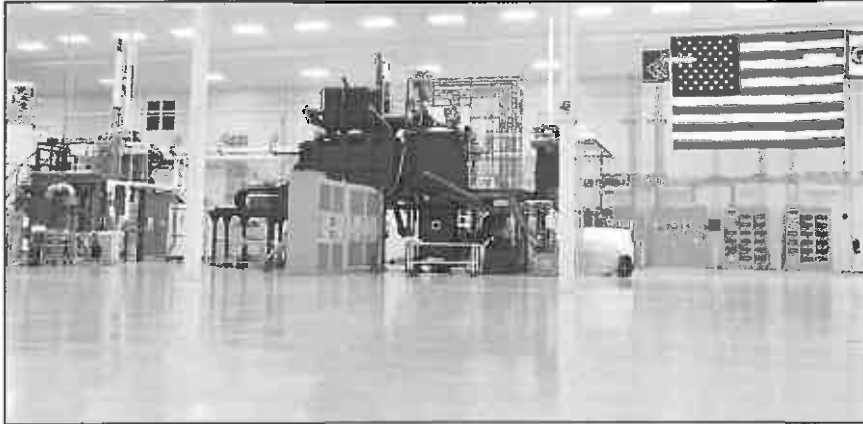
Completed: 2006

[www.wykarchitects.com](http://www.wykarchitects.com)



## Northpointe Business & Industrial Park Shell Building Bruceton Mills, West Virginia

**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING



### Multi-Use Shell Space

#### Growth and Convenience

This highly visible shell building was a project of the Preston County Economic Development Authority through West Virginia's EDA Shell Building Loan Program.

It is located at Ich Hazelton Exit of Interstate 68. This location in the Northpointe Business and Industrial Park is convenient to the intersections of I-79 and I-68, and within 500 miles of the major population centers of the northeastern United States.

This building is currently occupied by Puris, LLC, a 3D metal printing fabricator. With a 22' eave height, the building is adaptable for many uses. The office portion is masonry clad with two colors of CMU. All utilities are available within the Northpointe Business and Industrial Park.



#### Project Facts

High Bay 47,250 s.f.

Office Space 5,000 s.f.

Total 52,250 s.f.

Completed: 2002

[www.wykarchitects.com](http://www.wykarchitects.com)



**WYK ASSOCIATES, INC.**  
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## Stockmeier Urethanes Addition

Clarksburg, West Virginia

Commercial > Stockmeier Urethanes

### Functional addition

Spacious expansion to an international company.

This is the third facility for this international manufacturer of industrial grade polyurethane. Headquartered in Germany, Stockmeier will now have the flexibility to reach markets in North and South America and to deal in both Euros and dollars.

By acquiring/renovating this existing pre-engineered shell building with its large developed site (another project completed by WYK Associates in the late 1990's) Stockmeier Urethanes has created contemporary offices and their first American production center.

They use specialized laboratories, production areas, storage spaces, and loading/transportation staging areas to comply with government oversight and regulations. The existing facility was expanded to include an enlarged loading dock with canopy, a new maintenance storage area, and a specialized storage tank facility.

WYK most recently completed a design to expand this facility. This added 7,800 S.F. of warehouse space as well as an additional loading dock with a shipping/receiving area.



#### Project Facts

Size: 32,500 sq ft

Completed: 1998, 2009, 2012

[www.wykarchitects.com](http://www.wykarchitects.com)



**WYK ASSOCIATES, INC.**  
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## Webster County EDA Building

Cowen, West Virginia



### Not your typical steel building...

#### Flexible spaces for lease!

This structure was built to bring in businesses to rural West Virginia, located in Cowen. It is a pre-engineered steel building with a masonry and metal façade. The design allows the building to be divided into three separate tenant spaces or "pods". Its design also had the foresight to be flexible enough to be used by a single tenant. The "pods" range in size from 2,500 S.F., 6,000 S.F. and 12,000 S.F.



A local doctor has leased the smallest segment of the building and has opened up a new health clinic of which the build-out was also designed by WYK. This facility is located on the same campus as the I.M.C. The glass entry element reflects the same detail from the I.M.C. building which contributes to the feeling of an overall campus.

The building is situated so that it is surrounded by parking to easy access to each "pod" and minimized common space in order to maximize the leasable area of the building.



The roof gables are turned 90 degrees to each other to break up the large mass of the building within its rural setting. It appears to be three separate buildings from a distance in lieu of a large warehouse "big box" metal building.

#### Project Facts

Size: 21,100 s.f

Completed: 2005

[www.wykarchitects.com](http://www.wykarchitects.com)



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## World Vision Addition

Philippi, West Virginia

Community > Non-profit > World Vision Addition

### Building materials for the community

#### Construction Materials for all.

WYK Associates, Inc designed the addition and renovations for the Appalachian Storehouse of World Vision. This ministry receives, stores and distributes a wide variety of building materials at little or no cost to allow families in need to improve and weatherize their homes. Housed in a former dressmaking shop, the facility needed additional space and upgrades to the existing building.

The design reoriented the flow of materials through the facility by adding a 3,000 S.F. loading dock/staging area on the east end of the existing building, and approximately 15,000 S.F. of new warehouse space on the west end. The entire facility received new fire alarm and sprinkler systems, and additional and upgraded office and administrative spaces. Lighting upgrades were also performed in the existing warehouse space for to create a much better work environment as well as save on energy costs.

The finished building more than doubles the storage capacity of the operation, and eliminates long standing traffic conflicts between delivery trucks at the loading docks and client vehicles.



#### Project Facts

Size: 15,000 sq ft warehouse

Size: 3,000 sq ft loading dock

Completed: 2009

[www.wykarchitects.com](http://www.wykarchitects.com)



**WYK ASSOCIATES, INC.**  
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## Frank & Jane Gabor WV Folklife Center

Fairmont State University, Fairmont, West Virginia

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

### The Folklife Center - A Success Story

#### Living history carefully updated

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

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

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

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

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



The façade of the Folklife Center invites visitors and historians alike



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



Updated windows and doors invite the sunlight into the building



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Frank & Jane Gabor WV Folklife Center

Fairmont State University, Fairmont, West Virginia

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



Structural update in progress

### Project Facts

Phase I: Completed 2009

Phase II: Completed 2010

Phase III: Completed 2011

### Project Links

[www.wykarchitects.com](http://www.wykarchitects.com)

[www.fairmontstate.edu](http://www.fairmontstate.edu)

[www.pierpont.edu/folklife/](http://www.pierpont.edu/folklife/)



ATA West Virginia

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

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



The Colonial Apartments

**FAIRMONT STATE**  
UNIVERSITY

The Frank and Jane Gabor  
West Virginia Folklife Center

1201 Locust Avenue  
Fairmont, WV 26554

(304) 367-4403

[wfolklife@fairmontstate.edu](mailto:wfolklife@fairmontstate.edu)  
[wfolklife@pierpont.edu](mailto:wfolklife@pierpont.edu)





**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Total Dental Bridgeport, West Virginia



### An “AHH” inspiring building!

Open up and say “AHH”!

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

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

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



#### Project Facts

Size: 9,800 sq ft

Completed: 2014

[www.wykarchitects.com](http://www.wykarchitects.com)



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Christie-Cutlip Office Complex

Charles Pointe, Harrison County, WV

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



### A 21st century office complex design

**Easily accessible from major  
highways!**

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

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

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



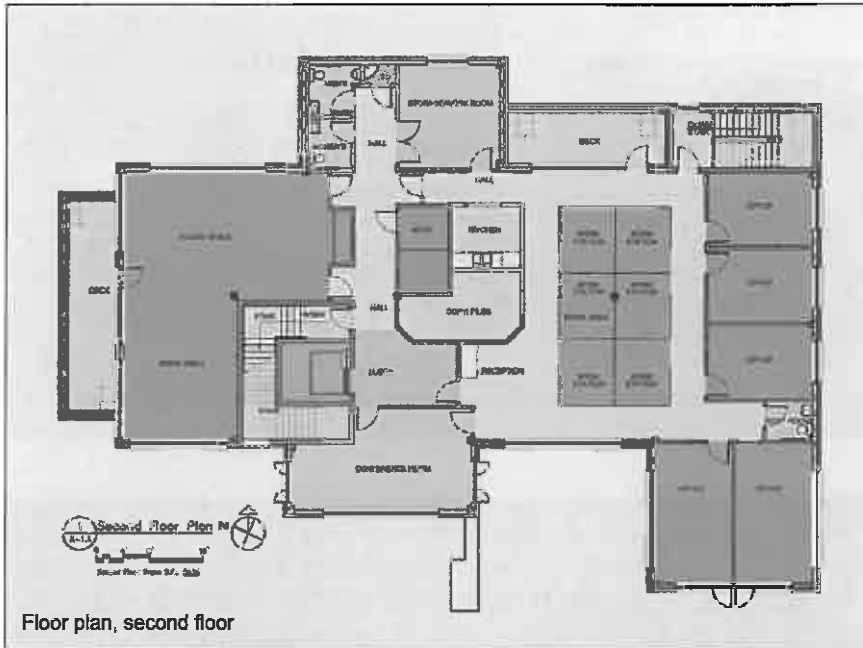


**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

# Christie-Cutlip Office Complex

Charles Pointe, Harrison County, WV

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



Floor plan, second floor

### Project Facts

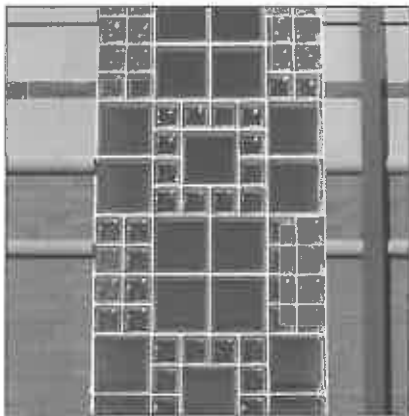
Phase One Completed: 2007

First Floor Build-Out: 2008

Size: 12,000 sq ft

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

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



### Project Links

[www.wykarchitects.com](http://www.wykarchitects.com)

[www.beldenbrick.com](http://www.beldenbrick.com)

[www.marchwestin.com](http://www.marchwestin.com)





SKB Architecture & Design



WYK ASSOCIATES, INC.  
ARCHITECTURE • PLANNING

# Steptoe & Johnson Headquarters

Bridgeport, West Virginia

Commercial > Steptoe & Johnson PLLC > Headquarters Building

## A Next Generation Success Story

### Prime location with a View

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

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

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

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

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



The headquarters overlook the I-79 tech corridor



The Modern Façade



Hallway Interior



Meeting Spaces

### Project Facts

Completion Date: 2010

Size: 80,000 sq ft

[www.stepto-johnson.com](http://www.stepto-johnson.com)



**WYK ASSOCIATES, INC.**  
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## Jackson Square Parking Facility Clarksburg, West Virginia



### City parking for all!

#### Convenience and Prosperity

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

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

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



#### Project Facts

Size: 57,000 s.f.

Completed: 2009

[www.wykarhitects.com](http://www.wykarhitects.com)



**WYK ASSOCIATES, INC.**  
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**WYK Associates, Inc.**  
Clarksburg, WV

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## Sampling of Recent Renovation Projects

- 2016** **Upshur County Courthouse** Roof & Chimney Repairs  
**Taylor County Courthouse** Steps & Parking Deck  
**Jackson Square** Bathroom Renovations & Upgrades
- 2015** **Lewis County BOE** Board Office Entry Upgrades  
**Robinson Grand Theatre Renovation** Design & Adaptive Re-use  
**UHC - Physician's Office Building** 4th Floor Interior Renovations
- 2014** **Trickett's GMC-Cadillac Dealership** Interior Office Renovations  
**Gore Building Build-Out** Interior Renovations, New Elevator and Shaft  
**Webster Springs Depot** Historic Rehabilitation  
**Health Access** Restroom Addition  
**Davis Memorial Hospital** Phlebotomy Lab Complete re-design of Interior Space  
**Robinson Grand Theatre** Building Evaluation & Conceptual Designs
- 2013** **Dr. Adeniyi's Office Suite** Full Office Re-design  
**Dr. DeMarco's Office Suite** Full Office Renovation  
**V.A. Pool Bathhouse** Entry, Ventilation, and Entry Renovations  
**Community Care of West Virginia** Entry Ramp, Corridors, Nurses Station, Offices
- 2012** **United Hospital Center - Physical Therapy Suite** Office Renovations, ADA Compliance  
**United Summit Center - SMI Day Treatment Room & Crisit Unit** Office Renovations  
**Pocahontas County Courthouse** Lighting Upgrades  
**Roanoke Elementary School** Multi-Purpose Room Renovation & Door Replacement  
**Lewis County High School** Concession Stand Renovation  
**United Summit Center - IDD Day Reporting Center** Office Renovations, ADA Compliance  
**St. Mary's School** Lab Renovations  
**Johnson Elementary School** Entry Renovation and Safety Improvements
- 2011** **Dyer Insurance** Exterior Renovation & Window Replacement  
**Pocahontas County Courthouse** Elevator & ADA Accessibility  
**Fellowship Bible Church** Addition & Renovations  
**Vienna Public Library** Entry Renovations & Addition  
**Fairmont State University Folklife Center** Phase III  
**Robert L. Bland Middle School Field House** Ceiling & Lighting Upgrades



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## Sampling of Recent Renovation Projects

- 2010 Stockmeier Urethanes Warehouse Addition & Loading Dock**
- Harrison County Schools** Doors, Frames & Hardware Replacement - Phase 5  
Including: Renovations to Bridgeport High, South Harrison Middle & High, & United Technical Center
- Health Access Offices** Additions & Renovations
- Antero Resources** Offices for lease space, new lighting and finishes at Willow Branch, WV
- Davis Thomas Elementary School** HVAC Renovations
- Fairmont State University Folklife Center** Phase II
- Salem International University** Nursing Labs Expansion
- Pocahontas County Courthouse** Elevator and Renovations, Roof Replacement at Courthouse Annex, Boiler Replacement at Sheriff's Office and Jail
- West Virginia University's Boreman Hall** Shower Room Renovations
- United Hospital Center's CCCC Building** Office Renovations for three floors
- Lewis County Schools** Robert Bland Middle School Field House Upgrades
- Harrison County Schools** Big Elm Elementary Roof Replacement
- 2009 Lewis County BOE Peterson-Central Elementary School**
- Harrison County Schools** Doors, Frames & Hardware Replacement - Phase 4  
Including: Adamston Elementary, Bridgeport Middle, Liberty High, Lincoln High, Lumberport Middle, Nutter Fort Intermediate
- V.A. Medical Center** Audiology Task Lab
- V.A. Medical Center** Dental Lab
- Fairmont State University Folklife Center** Phase I - Exterior Stabilization
- Woodrow Wilson High School** HVAC Renovations
- Biometrics Center** HVAC Upgrades
- Harrison County Schools** West Milford Elementary - Fascia Replacement, United Technical Center Shop Wing - Roof Replacement
- 2008 Harrison County Schools** Doors, Frames & Hardware Replacement
- Edward Jones Investment Offices** Office Remodel
- United Technical Center** Roof & Fascia Replacement
- V.A. Medical Center** IT Room Renovations
- Harrison County Schools** Adamston Elementary - Window Replacement, Gore and Liberty Schools - Concrete Work, WI Middle School - Flooring
- Momen Office Building** Renovations for General Services Administration



**WYK ASSOCIATES, INC.**  
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## Robinson Grand Theatre Renovation

Clarksburg, West Virginia

### Historic property to be brought back to life!

#### Local theatre to revive downtown

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

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

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

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



Proposed blade sign and marquee



Proposed Seating from Stage





**WYK ASSOCIATES, INC.**  
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# Robinson Grand Theatre Renovation

Clarksburg, West Virginia



Existing Entry



Proposed Entry

#### Project Facts

Original Bldg: 1913
Theatre Fire: May 1939
Rebuilt: December 1939
Closed: 2000
Bought by City: 2014
32,000 Square Feet



Existing Balcony Lobby



Proposed Bar Area

#### Project Partners

<a href="http://www.wykarchitects.com">www.wykarchitects.com</a>
<a href="http://www.aurora-llc.com/">www.aurora-llc.com/</a>
<a href="http://www.studioilighting.com">www.studioilighting.com</a>
<a href="http://www.casstruceng.com">www.casstruceng.com</a>
<a href="http://www.wrlsdesign.com">www.wrlsdesign.com</a>
<a href="http://www.zdsdesign.com">www.zdsdesign.com</a>
<a href="http://www.pcscmservices.com">www.pcscmservices.com</a>



Existing Ballroom



Proposed Ballroom + V.I.P. Lounge



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## Duff Street United Methodist Church Clarksburg, West Virginia



### A Church to serve the community

#### Vacant site to receive Sanctuary

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

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

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



#### Project Facts

Size 13,100 sq ft

Completed N/A

[www.wykarchitects.com](http://www.wykarchitects.com)



**WYK ASSOCIATES, INC.**  
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## Team Profiles

James Swiger

[www.wykarchitects.com](http://www.wykarchitects.com) > About WYK > Team



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

**President/Principal-In-Charge**

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

304-624-6326

304-677-3373 Cell

304-623-9858 Fax

[www.wykarchitects.com](http://www.wykarchitects.com)

[james@wykarchitects.com](mailto:james@wykarchitects.com)

### Memberships



The American Institute of Architects



AIAges.org



NCARB



NATIONAL TRUST  
FOR HISTORIC PRESERVATION



### Vita

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

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

### Education

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

### Architectural Registrations

West Virginia  
Ohio  
Pennsylvania  
Virginia  
Maryland  
National Council of Architects

### Honors and Awards

2015 Clarksburg Uptown Business Member of the Year

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

2014 & 2015 Harrison County Chamber of Commerce Education Committee Chair

2015 "Young Gun" WV Executive Magazine

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

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

Energy Star Certification, Elkins Middle School, Elkins, WV

2010-11 Cambridge Who's Who Honored Member

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

2008 Volunteer of the Year - Harrison County Chamber of Commerce

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

2008 Strathmore's Who's Who Worldwide Recipient

2008 AIA-WV Merit Award for Achievement in Architecture

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

### Professional Affiliations

American Institute of Architects

AIA - West Virginia

National Council of Architectural Registration Boards

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

USGBC-WV Chapter

League of Historic American Theatres

National Trust for Historic Preservation

NFPA - National Fire Protection Agency

WVSHE - Associate Member of West Virginia Society for Healthcare Engineering

Affiliate Member of Builders Supply Association of West Virginia

### Civic Affiliations

Harrison County Economic Development Corporation

Clarksburg Uptown - Board of Directors

Salem International University- Advisory Committee to the School of Business

Harrison County Chamber of Commerce - Board of Directors (2013-15)

United Way of Harrison County, Inc.; Board of Directors (2009-2016) - Executive Committee "Stonewall Leadership Contributor", 2015 Campaign Chair

Kiwanis Club of Clarksburg  
2008/2009 President  
Board of Directors 2007 - Present

Kiwanis Division 3  
2009/2010 Lieutenant Governor

Salem International University  
Auxiliary

Member  
Salem Area Chamber of Commerce  
Past Board Member

West Virginia Kiwanis District - District 3 - Past Lieutenant Governor

Salem Elementary School Nature/Fitness Trail - Project Manager



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Team Profiles

Joe Sinclair

[www.wykarhitects.com](http://www.wykarhitects.com) > About WYK > Team



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

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

304-624-6326

304-623-9858 Fax

[www.wykarhitects.com](http://www.wykarhitects.com)

[joe@wykarhitects.com](mailto:joe@wykarhitects.com)

### Vita

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

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

### Education

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

BS Engineering Technology, 2002  
Fairmont State University

### Registrations & Certifications

Registered Architect - West Virginia

LEED Accredited Professional  
Building Design & Construction -  
USGBC

Construction Document Technologist  
- Construction Specifications Institute

### Honors and Awards

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

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

### Professional Affiliations

American Institute of Architects

AIA - West Virginia

National Council of Architectural  
Registration Boards

Accredited Professional  
U.S. Green Building Council

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

University of Charleston Interior  
Design & Drafting Technology  
Advisory Council Member

International Honor Society for  
Technology, Epsilon Pi Tau Member

### Volunteer Experience & Affiliations

Hope Floats Initiative - Design Fellow

Construction West Virginia - Team  
Captain

Habitat for Humanity - Volunteer

### Memberships





**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Team Profiles

Stephen Kelley

[www.wykarchitects.com](http://www.wykarchitects.com) > About WYK > Team



### **Stephen M. Kelley** **Associate AIA**

**Senior Project Manager**

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

304-624-6326

304-623-9858 Fax

[www.wykarchitects.com](http://www.wykarchitects.com)

[stephen@wykarchitects.com](mailto:stephen@wykarchitects.com)

#### **Vita**

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

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

#### **Education**

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

#### **Professional Affiliations**

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

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

#### **Civic Affiliations**

Salem Area Chamber of Commerce -  
Past Board Member

Harrison County Development  
Authority - Past Board Member

Fort New Salem Foundation -  
Current Board Member

Sperry-Davis VFW Post 9151  
Quartermaster 2008 - Present

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

Sigma Mu Fraternity Alumni,  
Mu Pi Chapter

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

### **Associated Memberships**



The American Institute of Architects





**Jordan Garland**  
**Director, Business**  
**Development & Marketing**

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

304-624-6326 (Office)

304-669-2828 (Cell)

304-623-9858 Fax

[www.wykarhitects.com](http://www.wykarhitects.com)

[jordan@wykarhitects.com](mailto:jordan@wykarhitects.com)

### Vita

Jordan began her career at WYK Associates, Inc. in the spring of 2015. A skilled communicator, she is responsible for WYK's business development and marketing. Her experience in lobbying, organization and public relations make it easy for her to connect—and stay connected.

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

### Education

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

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

Universidad Internacional Menendez Pelayo, Summer 2005  
Santander, Spain

### Professional Affiliations

Buckhannon-Upshur  
Chamber of Commerce

Hardy County  
Chamber of Commerce

Harrison County  
Chamber of Commerce

Marion County  
Chamber of Commerce

Morgantown  
Chamber of Commerce

Randolph County  
Chamber of Commerce

Women's Network Group  
Marion County Chamber of Commerce

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

### Volunteer Experience

2015 - 2018 Board of Directors,  
Empowerment Through Employment

2017 Campaign Vice-Chair  
United Way of Harrison County, Inc.

Graduate, Leadership Harrison 2016  
Harrison County Chamber of Commerce

Cabinet Member  
Chair for the Construction Division  
2016 Capital Campaign  
United Way of Harrison County, Inc.

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

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

### Organizations

Alpha Phi Alumnae Association  
West Virginia University  
Alumnae Association



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## WYK Repeat Clientele

WYK Associates, Inc.

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



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## References

WYK Associates, Inc.

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

**Dr. Judy P. Byers, Director of Folklife Center**  
Fairmont State University  
1201 Locust Avenue  
Fairmont, WV 26554  
(304) 367-4861

**Reta Griffith, GM - Elkins Region**  
Frontier Communications  
Former, Pocahontas County Commission  
902 3rd Avenue  
Marlinton, WV 24954  
(304) 799-3994

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

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

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

**Dr. C. Kirkland, Ph. D, PMP**  
Executive Vice-President  
Salem International University  
223 West Main Street  
Salem, WV 26426  
(304) 782-5011

**Dr. Joseph Mace, Superintendent**  
Lewis County Schools  
239 Court Street  
Weston, WV 26452  
(304) 269-8333

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

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

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

**Richie Roach, Mayor**  
Town of Gassaway  
712 Braxton Street  
Gassaway, WV 26624  
(304) 364-5111

**Mr. John Schirripa**  
Regional President  
MVB Bank  
1000 Johnson Avenue  
Bridgeport, WV 26330  
(304) 842-6700

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





400 White Oaks Boulevard  
Bridgeport, WV 26330  
(304) 933-8000 (304) 933-8183 Fax  
www.steptoe-johnson.com

Writer's Contact Information  
  
(304) 933-8163  
Gary.Nickerson@steptoe-johnson.com

March 10, 2016

To Whom It May Concern:

I am presently the managing partner of the Bridgeport, West Virginia, office of Steptoe & Johnson PLLC, a national law firm of over 300 lawyers in six states. S&J has its roots in Harrison County, West Virginia, where it was formed in 1913 in Clarksburg. Our firm maintained its primary office in downtown Clarksburg for almost 100 years.

Recognizing that the facility in Clarksburg could no longer meet the needs of a growing national law firm, in 2008, we made the decision to build a new home office, strategically located in Bridgeport, West Virginia, along the I-79 Corridor. We retained SKB Architects, a firm known worldwide for the design of law firm buildings. Because SKB was not local to this area, both SKB and our firm recognized the critical need to have a local architectural firm be actively involved in the design and construction of the 80000 square foot state-of-the-art office building. Without hesitation, we recommended WYK Associates, Inc. to SKB, having known the architects of this firm and the quality of their work for several decades.

Specifically, from day one, WYK performed oversight of the project, serving as an important liaison between SKB, the S&J's building committee and the construction firm. Initially, WYK Associates, Inc. provided a peer review of SKB's design and construction documents prior to the documents being released to contractors for bidding. With SKB and our firm's building committee, WYK was actively involved in the contractor interview and selection process for the \$16 million building, designed to LEED standards. The assistance of James Swiger of WYK was of critical importance to S&J's selection of a contractor and that selection proved to be outstanding. Moreover, WYK attended all construction meetings with SKB, the firm's executive director, the contractor and sub-contractors throughout the course of the construction period. WYK also served as the "eyes and ears" for SKB, making site visits and reporting back to SKB-- on the "off" weeks that SKB was not present at the site-- as a means of quality control as well as verifying construction conditions for SKB. WYK was active in the job site meetings, offering input and solutions to any construction related issues that arose throughout the course of the construction process. In the end, the project was a resounding success for our firm and we moved into our beautiful, state-of-the-art facility, in August, 2010.

From S&J's standpoint, WYK provided our firm's "safety net" and "comfort zone" throughout the entire process, being a longstanding and respected firm of architects who we have known and trusted for decades. Despite our large size, we had never built our own building, and had leased in all office locations throughout our century of existence. James

March 10, 2016

Page two

Swiger and WYK Associates, Inc. provided a much needed comfort level to our lawyers as well as a level of service and oversight that was of critical importance to the successful completion of the project, on time and on budget. As the office managing member, and as an active member of the S&J building committee, I cannot imagine our law firm completing this beautiful facility without WYK in our corner. Should you have any questions, please feel free to call me.

Very truly yours,

A handwritten signature in cursive script, appearing to read "Gary W. Nickerson".

Gary W. Nickerson

GWN  
7133013.1

July 16, 2015

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

Dear Mr. James,

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

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

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

Sincerely,



Geoff Marshall  
VP Support Services

James B. Swiger, AIA, NCARB, LEED AP

President/Principal

WYK Associates, Inc.

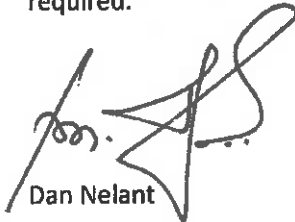
205 Washington Avenue

Clarksburg, WV 26301

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

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

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



Dan Nelant

President

Salem International University



Keith Bullion

Associate Director of Campus Operations

Salem International University



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

September 20, 2010

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

Dear Mr. Swiger,

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

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

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

Sincerely,

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

Charles A. Feathers, Chief

Bridgeport Fire Department



## Webster County Economic Development Authority

139 Baker Street • Webster Springs, WV 26288 • Phone: (304) 847-2145  
Email: [wcda@WebsterWV.com](mailto:wcda@WebsterWV.com) • Website: [www.WebsterWV.com](http://www.WebsterWV.com)

February 8, 2016

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

### To Whom It May Concern:

It is my pleasure to recommend WYK Associates, Inc. for your next project. I have had the privilege of working with them on a variety of projects over the last decade. The Information Manufacturing Corporation (I.M.C.) Building in Cowen at our Industrial Park utilizes a geothermal heating and cooling system. The I.M. C Building is a 17,000 S.F. structure with an abundance of daylight in the front office area and houses a spacious open structure work space. This project won a Merit Award in Architecture from the WV Chapter of the American Institute of Architects (WVAIA). The 21,000 S.F. Webster County multi-tenant building was built following completion of the I.M.C. in the same development. The multi-tenant building was designed to accommodate a variety of manufacturing spaces and was uniquely designed to be divided or used as a whole.

Recently we have worked with WYK for the interior renovations to our railroad depot building in Webster Springs and R.V. Park adjacent to the depot. This project is part of a master plan to convert this area into a small commercial/recreation area and possibly a trail head for a local trail system in the near future.

WYK has always been diligent in answering any questions or concerns we might have had. In working with WYK on the depot they worked very hard at designing it to meet our very tight budget constraints. The project was funded by a matching grant and there were no additional monies above and beyond the grant. WYK worked with us to give us the most "bang for the buck" to prepare the depot for its future use as a hub for the adjacent facilities.

We were pleased to work with WYK on these projects and we look forward to working with them again in the future. Please do not hesitate to contact me for additional information or questions.

Sincerely,

A handwritten signature in cursive script that reads 'Geary Weir'.

Geary Weir  
Executive Director

# TOWN OF GASSAWAY

**RICHARD M. ROACH, MAYOR**

**CHERRI WILSON-GERWIG, RECORDER/CLERK**

**RICK A. BURROWS, SR. CHIEF OF POLICE**

**COMMON COUNCIL**

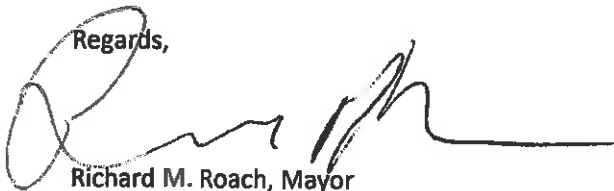
**JIM MALICK  
FRANCES CLAYTOR  
JIM CRINER  
LYNN JEFFRIES  
EDNA WILSON**

Jordan Garland  
205 Washington Avenue  
Clarksburg, West Virginia 26301

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

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

Regards,



Richard M. Roach, Mayor

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



February 8, 2012

To Whom It May Concern,

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

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

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

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

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

Yours truly,

Emma Clarke  
Finance Officer





1219 Johnson Avenue, Suite 201  
Bridgeport, WV 26330

304-842-7591

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To whom it may concern:

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

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

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

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

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

Sincerely,

Jeffrey W Browning, DDS



## **Health Access, Inc.**

489 Washington Avenue • Clarksburg, West Virginia 26301  
Phone 304-622-2708 • Fax 304-623-9302 • E-mail healthac@marrr.com • Web www.healthaccessinc.org

July 10, 2015

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

RE: Letter of Recommendation

Dear Mr. Swiger:

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

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

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

James B. Swiger

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

Sincerely,

  
James A. Harris, Executive Director

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# SMS

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**St. Mary's School**  
107 East Pike Street  
Clarksburg, WV 26301  
(304) 622-9831  
[www.stmaryswv.org](http://www.stmaryswv.org)

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February 5, 2016

To whom it may concern:

I am very pleased to write this letter on behalf of WYK Associates, Inc. of Clarksburg. Our century old school building was in desperate need of additional classroom and office space. We were faced with a sudden increase in enrollment for the upcoming school year for the Pre-Kindergarten class. The Wheeling-Charleston Diocese asked me to contact WYK to explore solutions to utilize the most space within our tight budget and timeframe. The Diocese spoke very highly of WYK as the firm had recently completed a new parish center for our associated church and they also performed other renovations to our school as well as our neighboring Notre Dame High School.

James Swiger and his staff diligently studied our building, exploring every option of gaining Pre-Kindergarten classroom space. Another challenge of the project was the requirement of the Pre-K to be located on the main floor for direct exiting requirements. The ultimate solution was to move the principal's office to the center of the school, utilizing the back of the oversized existing auditorium, under what was once a balcony. This created four new private offices for our administration in addition to a much needed conference room. The old office space was removed, thus expanding the adjacent classroom into that area. This kept the Pre-K on the main floor, made our offices more centrally located and increased visibility and security to all three entrances to the main floor level. They kept insisting they wanted to solve as many design issues within the school as they could while doing this renovation. They did just that!

WYK's staff was very professional, experienced, thorough and timely. They produced a wonderful design that fit within our budget and allowed for minimal disruption to the school. They worked closely with the contractor, which assisted him in completing the work in our shortened summer vacation. It is without reservation that I highly recommend WYK Associates, Inc. for your project. I can now see why the Diocese asked me to contact WYK to execute this work.

Sincerely,

Nicole A. Folio, M. Ed.  
Principal

*The mission of St. Mary's Central School is to nurture the spirit, challenge the mind, and strengthen the heart of each student who enters her doors. Through the lens of the teachings of the Roman Catholic Church, St. Mary's cultivates a Christ-centered environment in which we nurture our children, families, and community so that we might see the face of Christ in each other.*



## **LEWIS COUNTY SCHOOLS**

239 Court Avenue  
Weston, West Virginia 26452  
Telephone (304) 269-8300  
Fax (304) 269-8305

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**Superintendent**  
Dr. Joseph L. Mace

February 4, 2016

**Board of Education**  
Paul Derico, President  
Debbie Clem  
Sylvia McNeish  
Robert Mitchell  
Michael Monachello

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

To Whom It May Concern:

I am writing this letter on behalf of WYK Associates, Inc. and it is my pleasure to recommend Mr. James Swiger and the WYK Associates, Inc. team.

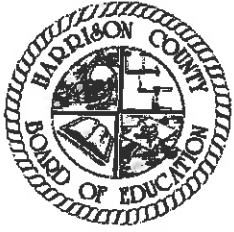
For many years I have worked with the WYK team on multiple projects for Lewis County Schools including the construction of Peterson Central Elementary School and Outdoor Classroom; Roanoke Elementary School; Lewis County High School Bleachers; Lewis County High School Concession Stand; Robert Bland Field House Addition; and security upgrades for the Lewis County Board of Education. Lewis County Schools have greatly benefited from the skills and expertise of WYK Associates, Inc.

James and the team at WYK offer professionalism at its best and I have enjoyed working with them over the years. WYK has always offered sound architectural options while being conscientious of financial constraints. The team at WYK has always been readily available for questions or concerns and has always given Lewis County Schools superior service in a timely manner. Lewis County Schools would welcome the opportunity to work with WYK Associates, Inc. on future projects, and I would strongly recommend them to other School Boards and organizations.

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

Sincerely,

Dr. Joseph Mace, Superintendent  
Lewis County Board of Education



DR. MARK A. MANCHIN  
*Superintendent*

## HARRISON COUNTY SCHOOLS

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

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

August 18, 2015

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

To Whom It May Concern:

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

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

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

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

Sincerely,

A handwritten signature in cursive script that reads "Neil Quinn".

Neil Quinn, Director  
Harrison County Schools



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

August 14, 2015

To whom it may concern:

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

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

Sincerely,

**MX**

D. Max Francis  
Interim Executive Director

August 13, 2015

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

Dear James,

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

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

Thank you for your excellent work on the project.

***Jim McQuain***  
***Senior Vice President***  
***304-364-5138 ext 1701***  
***[jimmy.mcquain@premierbankinc.com](mailto:jimmy.mcquain@premierbankinc.com)***





# BOB TRICKETT

Cadillac Buick GMC Inc.

GMC



P.O. Box 809, Route 50, East • CLARKSBURG, WEST VIRGINIA 26301 • (304) 624-6594

February 5, 2016

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

To whom it may concern:

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

WYK Associates, Inc, renovated the Bob Trickett Cadillac Buick GMC dealership located on old Bridgeport Hill. Throughout the entire process, WYK was available any time to answer any questions or concerns I had. WYK was able to complete our project on time and adhere to our budget. WYK had an excellent rapport with the project engineers, contractors and inspectors. Our newly renovated building is easily the most attractive building on Old Bridgeport Hill now.

James and the team at WYK are professional and courteous. I would not hesitate to recommend WYK Associates, Inc. to other car dealerships or businesses for their architectural services.

Please contact me for further information or questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Bob Trickett", written over a large, stylized outline of a signature.

Mr. Robert W. Trickett, Owner  
Bob Trickett Cadillac Buick GMC

March 10, 2011

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

Dear James:

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

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

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

Thank you again for all your assistance.

*Reta Griffith*

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