



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: 397212

Doc Description: EO: Capitol Complex Hardscape Restoration Project

Proc Type: Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No	Version
2017-11-21	2017-12-20 13:30:00	CEOI 0211 GSD1800000001	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:

Alpha Associates, Inc
209 Prairie Ave.
Morgantown, WV 26501
304-296-8216

12/20/17 10:07:29
WV Purchasing Division

FOR INFORMATION CONTACT THE BUYER

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

Signature X


FEIN# 550516286

DATE 12/20/17

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

12/20/17 10:07:47
WV Purchasing Division

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.


(Name, Title)

Richard A. Colebank, President & COO
(Printed Name and Title)

209 Prairie Ave, Morgantown, WV 26501
(Address)

304-296-8216
(Phone Number) / (Fax Number)

rick.colebank@thinkalphafirst.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contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated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.

Alpha Associates, Inc
(Company)


(Authorized Signature) (Representative Name, Title)

Richard A. Colebank, President & COO
(Printed Name and Title of Authorized Representative)

12/20/17
(Date)

304-296-8216
(Phone Number) (Fax Number)

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

CONSTRUCTION CONTRACTS: Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

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

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

DEFINITIONS:

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

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

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

AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, 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: Alpha Associates, Inc


Authorized Signature: [Signature] Date: 12-20-17

State of West Virginia

County of Upshur, to-wit:

Taken, subscribed, and sworn to before me this 20th day of December, 2017.

My Commission Expires 9/19/2023 ^{CF} 2023.

AFFIX STAMP

OFFICIAL OF THE
STATE OF WEST VIRGINIA
NOTARY PUBLIC
Kayla D Facemire
PO Box 1083
Buckhannon, WV 26201
My Commission Expires Sep. 19, 2023

NOTARY PUBLIC [Signature]

West Virginia Ethics Commission Disclosure of Interested Parties to Contracts

(Required by W. Va. Code § 6D-1-2)

Contracting Business Entity: Alpha Associates, Inc Address: 209 Prairie Ave,
Morgantown, WV 26501

Authorized Agent: Richard A. Colebank Address: _____

Contract Number: CEOI 0211 GSD1800000001 Contract Description: A/E Services for Capitol Complex
Hardscape Restoration Project

Governmental agency awarding contract: Department of Administration

Check here if this is a Supplemental Disclosure

List the Names of Interested Parties to the contract which are known or reasonably anticipated by the contracting business entity for each category below (attach additional pages if necessary):

1. Subcontractors or other entities performing work or service under the Contract

Check here if none, otherwise list entity/individual names below.

2. Any person or entity who owns 25% or more of contracting entity (not applicable to publicly traded entities)

Check here if none, otherwise list entity/individual names below.

Richard A. Colebank
Richard W. Klein

3. Any person or entity that facilitated, or negotiated the terms of, the applicable contract (excluding legal services related to the negotiation or drafting of the applicable contract)

Check here if none, otherwise list entity/individual names below.

Signature: [Handwritten Signature], Pres. # 600

Date Signed: 12-20-17

Notary Verification

State of West Virginia, County of Upshur

I, Kayla D. Facemire, the authorized agent of the contracting business entity listed above, being duly sworn, acknowledge that the Disclosure herein is being made under oath and under the penalty of perjury.

Taken, sworn to and subscribed before me this 20th day of December, 2017.

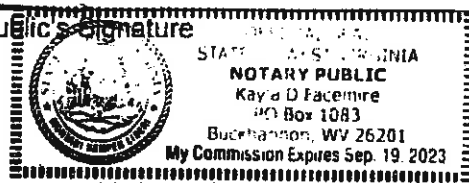
[Handwritten Signature]
Notary Public's Signature

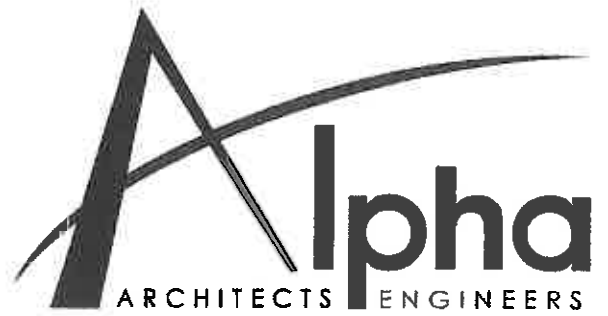
To be completed by State Agency:

Date Received by State Agency: _____

Date submitted to Ethics Commission: _____

Governmental agency submitting Disclosure: _____





**Department of Administration
 WV Capitol Complex
 Hardscape Restoration Project
 CEOI 0211 GSD1800000001**

December 20, 2017

EXPRESSION OF INTEREST

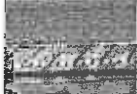




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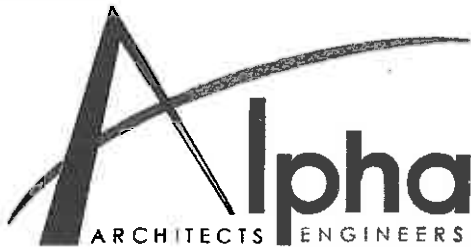
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December 20, 2017

Department of Administration
Purchasing Division
2019 Washington St. E
Charleston, WV 25305

ATTN: Jessica Chambers

RE: CEOI 0211 GSD1800000001
A/E Services for Capitol Complex Hardscape Restoration Project

Dear Ms. Chambers,

Alpha Associates, Incorporated is pleased to submit this Expression of Interest to provide architectural and engineering services for the Capitol Complex Hardscape Restoration Project. Alpha's experience in the area and previous work performed along with our unparalleled level of expertise makes us the perfect partnering firm for the State on this project.

Throughout our 48 years, Alpha has provided professional services for various divisions of the State of West Virginia, including the project at the Clarksburg State Office Building which we worked with the General Services Division. In addition to this, Alpha has provided design services which included signage on several projects, including the Monongalia County Sheriff's Office, and various streetscapes such as Glenville's City Square as well as several others. Enclosed in this Expression of Interest, you will find Alpha's relevant projects in the section marked "Related Experience".

Project Understanding

The General Services Division is looking to evaluate all walking surfaces exterior to the State Capitol and surrounding buildings, as well as provide a condition report summarizing the current condition with a prioritized list of repairs or replacements to be considered and a line item estimate of repairs. The hardscape evaluated will include sidewalks, entranceways, plazas, promenades and steps as well as pavement evaluations. Geotechnical reports will also be integrated into the final condition report. Alpha will design and produce construction documents for the restoration and rehabilitation. Construction administration will also be provided as needed. There will also be special attention given to the historic intent of the Capitol's original architect.

Project Team & Location

Alpha Associates, Incorporated is a West Virginia owned and operated small business that offers several services under one roof, including architecture, civil and structural engineering, surveying, interior design, and construction administrative services. The personnel that will be dedicated to your project are highly qualified professionals and support staff with the technical expertise to meet and exceed expectations of this project.

This project will be managed out of Alpha's Corporate Office located in Morgantown, West Virginia. This location allows our staff to be on site within two and a half hours.

Summary

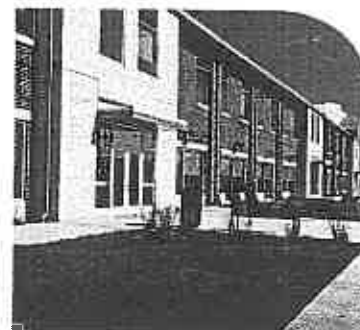
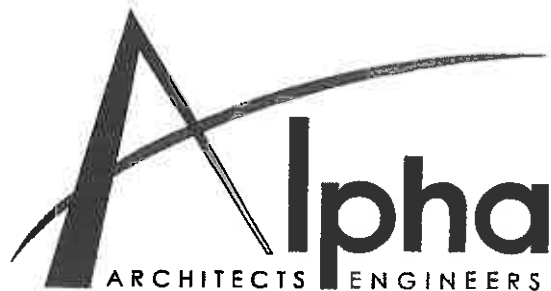
Thank you again for the opportunity to submit this Letter of Qualification. We appreciate your consideration and look forward to working with you on this upcoming project at the West Virginia State Capitol. We are committed to providing the State with a team that surpasses every expectation. If you have any questions or wish to further discuss our qualifications, please contact me at (304)296-8216 extension 102.

Sincerely,

ALPHA ASSOCIATES, INCORPORATED



Richard A. Colebank, PE, PS
President and COO
rick.colebank@thinkalphafirst.com



FIRM PROFILE

Firm Profile

FIRM NAME

Alpha Associates, Incorporated

OFFICE LOCATIONS

209 Prairie Avenue
Morgantown, West Virginia 26501

535 West King Street
Martinsburg, West Virginia 25401

INCORPORATED

1969; Morgantown, WV

FIRM PRINCIPALS

Richard A. Colebank, PE, PS; President and COO
Richard W. Klein, PE, PS; Chairman and CEO
Charles B. Luftrell, PE; Principal
Charles B. Branch, PE; Principal

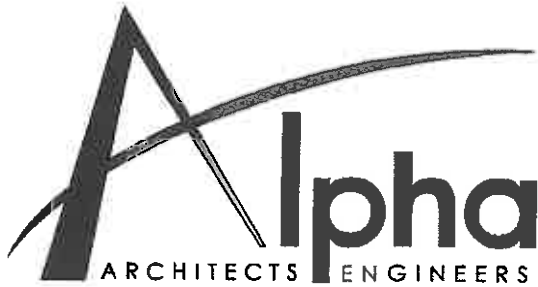
NUMBER OF EMPLOYEES

22 Employees

SERVICES

Architectural Design
Civil Engineering
Structural Engineering
Surveying
Interior Design
Landscape Architecture
Construction Administration

Alpha Associates, Incorporated was established in 1969 and since that time has completed hundreds of projects throughout Morgantown and the state of West Virginia. Alpha's Corporate Office is located in Morgantown with our Eastern Regional Office located in Martinsburg.



STATEMENT OF QUALIFICATIONS

Alpha Associates, Incorporated is a West Virginia-based architectural and engineering design firm that provides services in the areas of architectural design, interior design, construction administration, civil engineering, structural engineering, landscape design, project management, and surveying. Our clients benefit from our unique combination of extensive design and construction experience, advanced technical tools, dedicated principals and highly skilled staff members.

Alpha's philosophy has always been to provide exemplary services for fair fees. We have always believed that the best way to succeed as a business is to go above and beyond the basic requirements of our contracts and do whatever is necessary to successfully complete the given project. What is best for the client is inevitably best for us too.

Everyone at Alpha, from the president to the administrative staff, works towards the goal of completing successful projects. Our principals are involved with projects from the earliest stages right through final completion and beyond. They will provide frequent updates on the project by using effective communication tools to manage the projects and all the involved parties. Our skilled staff of 26 architects, engineers, surveyors and administrative personnel all work diligently towards producing the drawings and specifications that will deliver our clients successful projects, completed on time and within budget.

Alpha has thrived for 46 years because we are a professional organization dedicated to providing superior architectural and engineering design services to our clients. While our staff is large enough to handle any size project, we are also small enough to give each and every one of our projects the individual attention to detail that will make them successful projects for our clients.



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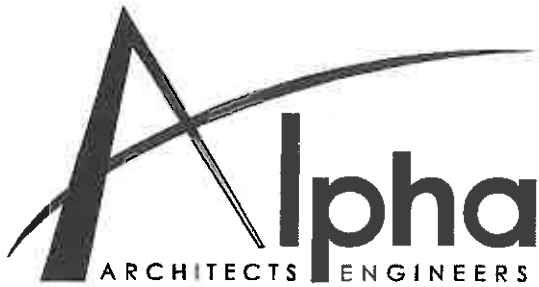
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SCHEDULE CONTROL

Alpha Associates, Incorporated has an excellent track record of producing projects on time and within the Owner's budget. Many A/E firms can claim the same successes, but the determining factor is the tools the firms utilize to achieve the budgets, both in regard to funds and time. Alpha utilizes a number of tools, both traditional and modern to exceed our clients' expectations.

A project schedule is a dynamic, ever changing entity. Your project schedule depends on many factors including:

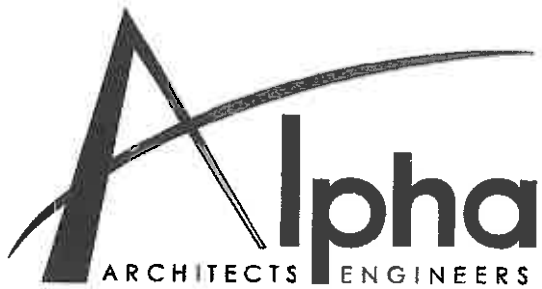
- Preferred construction method
- Changes to project scope
- Unique construction elements

The Alpha Team has an excellent track record of meeting project design deadlines. Most recently, Alpha completed construction on a project in Morgantown that went from design to completion in just over 12 months. This project was completed for a private developer and had a construction cost in excess of \$20 million.

Successful project management depends upon consensus regarding work efforts, milestones and goals. The team has found that the development of detailed work plans, which delineate tasks and deliverables for each project phase, in concert with the client and full project team, is the most effective means of establishing expectations about efforts required by the respective disciplines. In addition to guiding the efforts of the design team, the work plan sets forth specific time frames and decision points for Owner and user reviews, comments and approvals.

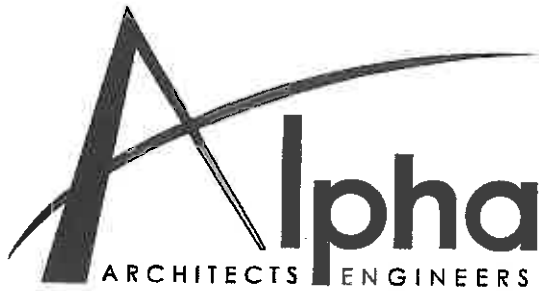
Developing an overall project schedule is a critical task that must take into account many factors: building type, owner's desire for occupancy, scope of work and level of documentation, whether contract(s) is bid or negotiated, available fee, and prior experiences on similar projects. Characteristic of the client, its organization, or the involvement of a construction manager and his responsibility for document review must also be considered.

This starts with a kick-off meeting which establishes ground rules, responsibilities,



and line of communication. We have found that a team visioning session is a great way to get everyone started off on the right track.

Determining a project schedule is a task that must be done with all parties involved in the process. Once the design process begins, a very detailed, realistic project schedule can be developed and communicated to all involved.



RESOURCES AND SOFTWARE

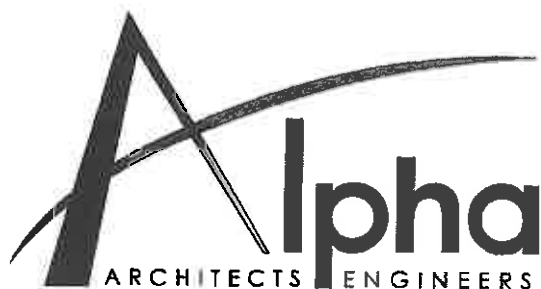
Resources

Alpha Associates, Incorporated is prepared to commit staff resources to the state of West Virginia for the WV Capitol Hardscape Restoration Project. Alpha has the qualified and experienced personnel, administrative support, along with the production equipment and resources to ensure the successful completion of the Restoration Project. We are confident in our ability to provide you with a committed, dependable, and cohesive team.

Software

The project team incorporates the latest computer and software capabilities required to complete the working drawings and specifications for this project. Our cost accounting system is top-of-the-line and we have the ability to differentiate fees according to task. We have secure e-mail and internet capability to allow efficient transfer of information between Alpha and the client. We currently have the latest editions of the following software:

- AutoCAD 17
- REVIT (Editions up to 2018)
- Civil 3D
- RISA 3D
- RISA Floor
- RISA Foundation
- MathCAD
- Autodesk Suite
- Enercalc
- AutoTURN



COST AND BUDGET

Alpha Associate, Incorporated has an excellent record of budget control. Our in-house cost estimators, combined with an excellent relationship with contractors throughout the area allow us to develop accurate estimates early in the design process. The Alpha estimators begin at the schematic design phase of the project and develop a line item estimate of probable construction costs that can be carried through each of the project phases. At each phase the project estimate is updated to include a more detailed estimate in order that the accuracy can be enhanced. During these updated estimates, specific increases or decreasing can be identified allowing the owner to make informed decisions moving forward on the important budget issues for the project.

Many projects employ the use of alternatives' to control the budget through obtaining actual contractor pricing during the bid process. This allows flexibility for the owner in determining the costs of portions of the project that may be optional and critical for budget control.

Below you find several examples where Alpha was able to execute projects successfully within a reasonable budget.

Jefferson County Emergency Services Agency

Estimate: \$1,230,651.26
Bid Amount: \$1,219,000.00
Change Order: \$4,354.52
Final Budget: \$1,223,354.52

Berkeley County Emergency Ambulance Authority

Estimate: \$345,463.30
Bid Amount: \$399,400.00
Change Order: \$23,859.91
Final Budget: \$423,259.91

Clear Mountain Bank – Oakland

Estimate: \$1,922,615.80
Bid Amount: \$1,925,948.00
Change Order: -\$37,405.00
Final Budget: \$1,888,543.00



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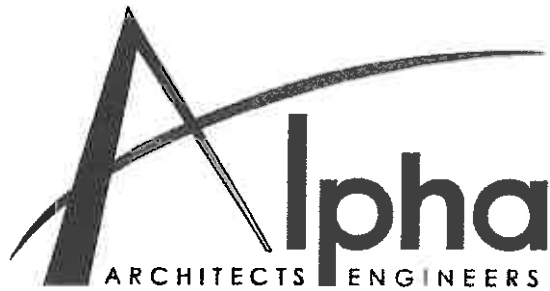
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ALPHA RESUMES

SUMMARY

Mr. Colebank is President and Chief Operating Officer of Alpha. He has been with Alpha Associates, Incorporated since 1985. He began his career with Alpha as a staff engineer and progressed through the ranks from Project Manager to his current position. Mr. Colebank has worked with diverse clients such as WVU, City of Morgantown, WVDOH, WVU Foundation, and the Morgantown Municipal Airport, as well as numerous other public and private clients. Since 1988, Mr. Colebank has been the Principal-In-Charge of the Civil Engineering projects developed at Alpha. In his current capacity, Mr. Colebank provides financial and administrative guidance for the day to day operations of the company while continuing to manage projects.

Richard A. Colebank, PE, PS | President and COO

PROFILE

Broad-based responsibilities in the following areas:

- Project Management
- Business Operations and Financial Management
- Quality Assurance/Quality Control
- Civil Engineering Project Management and Design
- New Business Development
- Expert Testimony and Investigation

PROFESSIONAL HIGHLIGHTS

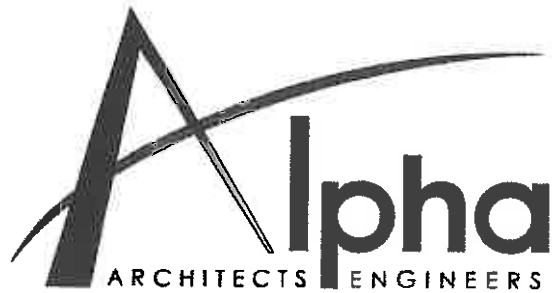
Project Manager:

- WVU Research Park; Morgantown, WV
- Federal Bureau of Prisons Hazelton Medium Security Prison
- WV Medal of Honor Recipients Plaza; Hazelton, WV
- North Fork Hughes River Recreation Facilities; Ritchie County, WV
- WVDOH I-77 Welcome Center; Williamsstown, WV
- Ices Ferry Bridge; Morgantown, WV
- Monongalia General Hospital Expansion; Morgantown, WV
- Monongalia General Hospital Access Road; Morgantown, WV
- Morgantown Municipal Airport Access Road; Morgantown, WV
- West Virginia State Office Building; Clarksburg, WV
- WVU College of Physical Education and Sports Science/Student Health Center; Morgantown, WV

Indefinite Delivery/Indefinite Quantity Contracts:

- Morgantown Municipal Airport Open End Contract
- West Virginia Division of Highways Open End Contract
- National Energy Technology Laboratories Open End Contract
- West Virginia University Open End Contract
- United States Postal Service Open End Contract





ALPHA RESUMES

Richard A. Colebank, PE, PS | President and COO

EMPLOYMENT HISTORY

1985 – Current Alpha Associates, Incorporated
 1983-1985 Charles Townes and Associates, P.C.
 1983 US Army Corps of Engineers

EDUCATION

West Virginia University
 Masters of Business Administration; 1999
 Bachelor - Civil Engineering; 1982

QUALIFICATIONS

- **License:** Professional Engineer: West Virginia, Maryland, Pennsylvania, Virginia

Professional Surveyor: West Virginia
 Certified Private Pilot

AFFILIATIONS

- Former NSPE/PEPP Governor of WV
- American Red Cross - Regional Chairman
- University High School Foundation; Charter Member; President
- Morgantown Area Chamber of Commerce; Past Chairman
- WVU College of Civil and Environmental Engineering Visiting Committee
- WVU College of Business and Economics MBA Advisory Committee



think  first.com

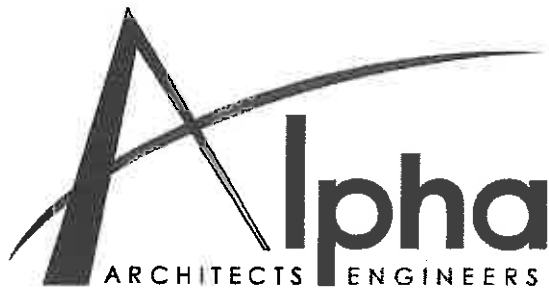
Contact

Richard A. Colebank

304.296.8216

800.640.8216

rick.colebank@thinkalphafirst.com



ALPHA RESUMES

SUMMARY

Mr. Klein, in addition to Chairman and CEO, serves as Regional Manager and Civil Engineer of our Martinsburg Office. He has more than 43 years of experience in Civil Engineering Design, Construction Phase Services, Project Management and Operations Management. During the past 29 years, Mr. Klein worked on numerous projects in the Eastern Panhandle serving clients such as the Cities of Martinsburg, Shepherdstown, Harper's Ferry, Charles Town and Berkeley Springs; Public Service Districts in Berkeley, Jefferson, and Morgan Counties; industries such as Winchester and Western Railroad, Halltown Paperboard, Millville Quarry, ESSROC and major developments including Liberty Business Park, Coast Guard Operations Systems Center and the Eastern Management Development Center.

Richard W. Klein, PE, PS | Chairman and CEO



PROFILE

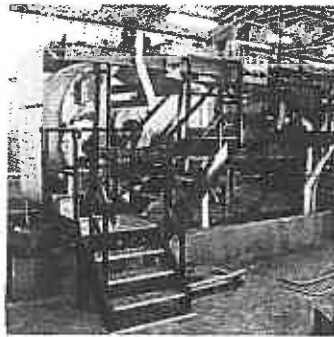
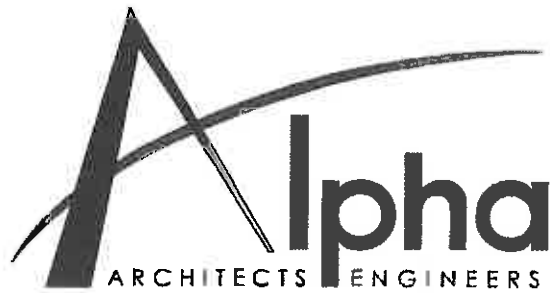
Broad-based responsibilities in the following areas:

- Municipal Engineering
- Site Planning
- Storm Water Management
- Water Distribution Systems
- Waste Water Collection and Treatment
- New Business Development

PROFESSIONAL HIGHLIGHTS

Civil Engineering Projects:

- Shepherd University Pedestrian Underpass; Shepherdstown, WV
- Washington High School; Charles Town, WV
- Harpers Ferry/Bolivar WWTP Design Improvements
- Bradstone-Shenandoah Casting Plant Site Plan
- TB&H Ready-Mix Concrete Plant Site Design
- The Woods Home Owners Association Water System Analysis
- Shepherd College Interceptor Sewer; Shepherdstown, WV
- Martinsburg Roundhouse Site Design; Martinsburg, WV
- Cumberland Valley Railroad Depot; Martinsburg, WV
- Halltown Paperboard Company, Wastewater Treatment Plant
- Corp. of Shepherdstown, Renovation of Main Sewage Pump Station
- Martinsburg Little League Fields, Martinsburg, WV
- Berkeley Co. Court House, Parking Lots and Storm Water Management
- Berkeley Springs Water Storage Tank/ Mainline Extension
- United States Coast Guard Parking Lots and Guard House
- Swift Transportation Truck Depot Site Plan
- Eastern Management Development Center; Shepherdstown, WV
- Berkeley Springs Water System Improvements Phase 1, 2, and 3
- Rt. 522 South, Water and Sewer System Extensions; Morgan County
- Colonial Hills Subdivision; Jefferson County, WV
- Quail Ridge Subdivision; Berkeley County, WV



ALPHA RESUMES

Richard W. Klein, PE, PS | Chairman and CEO

EMPLOYMENT HISTORY

1995 - Current Alpha Associates, Incorporated
 1974-1995 Kelley, Gidley, Blair and Wolfe, Incorporated

EDUCATION

University of Charleston
 Masters of Business Administration; 1987
 West Virginia Institute of Technology
 Bachelor of Science - Civil Engineering; 1973

QUALIFICATIONS

- **License:** Professional Engineer: West Virginia, Maryland, South Carolina
- Professional Surveyor: West Virginia

AFFILIATIONS

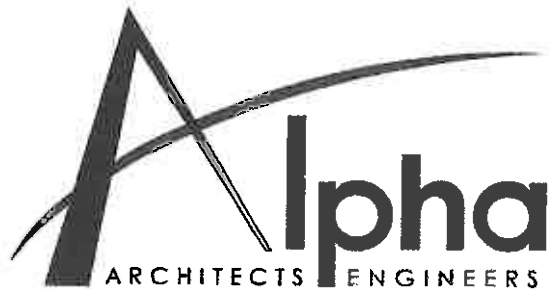
- WV Society of Professional Engineers
- National Society of Professional Engineers
- American Society of Civil Engineers
- American Water Works Association
- Water Pollution Control Federation
- Main Street Martinsburg, Member
- Berkeley County Historical Association, Member
- Shepherdstown Rotary Club
- WVU Medicine, University Healthcare Foundation Executive Board
- For the Kids by George Children's Museum



Contact

Richard W. Klein
 304.264-0051
 877-264-0051

richard.klein@thinkalphafirst.com

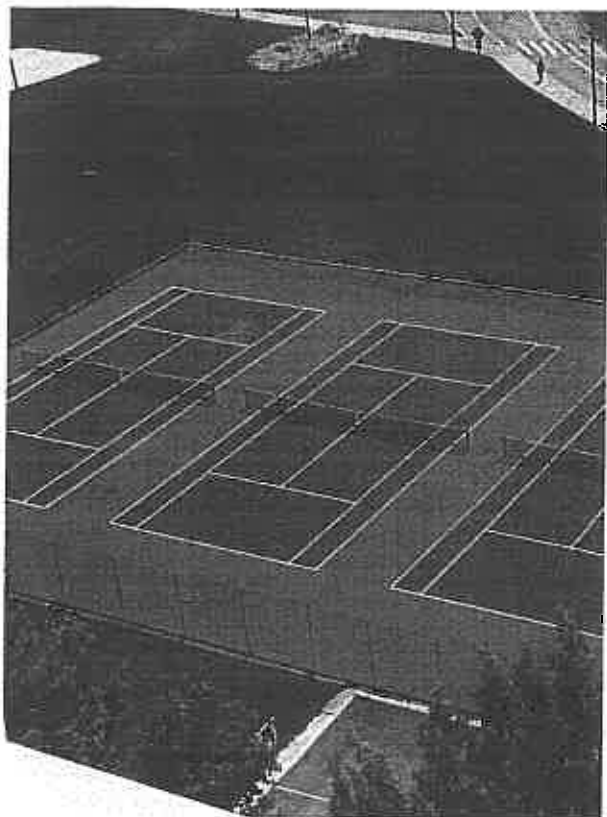


ALPHA RESUMES

Charles Branch, PE | Principal, Civil Engineer

SUMMARY

As Chief Engineer for site development and planning projects, Mr. Branch is a vital part of the design process at Alpha. His involvement spans from strictly civil engineering projects, to the design of large scale educational projects and medical facilities. Mr. Branch acts as peer review for young engineers in the firm on issues ranging from storm water management to site design. Mr. Branch is also involved in commercial and residential development design, roadway and bridge design and utilities layout.



PROFILE

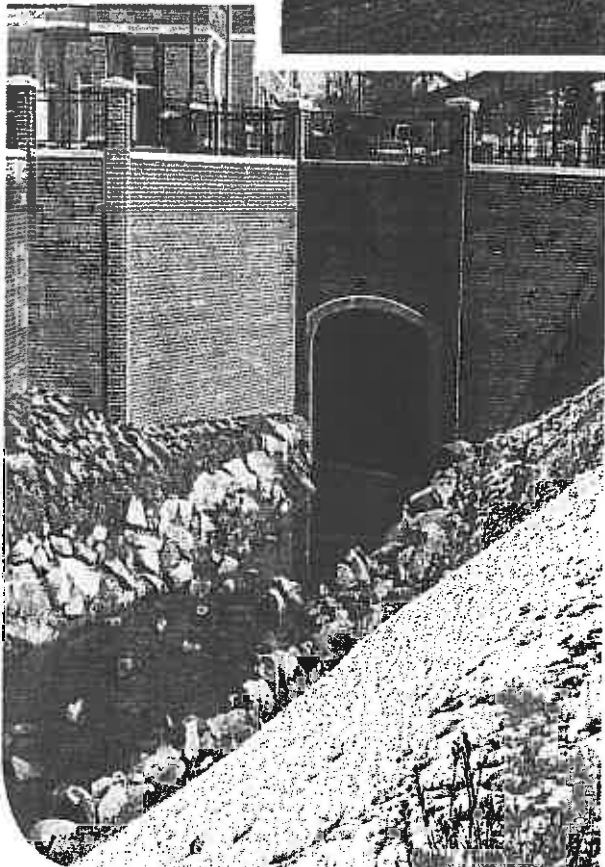
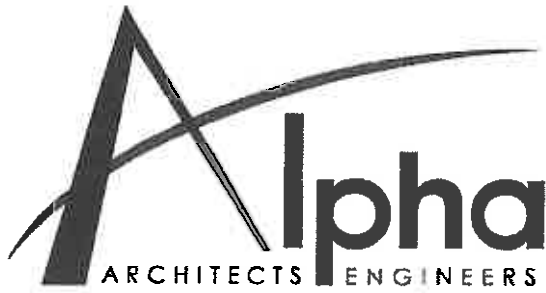
Broad-based responsibilities in the following areas:

- Highway Design
- Municipal Engineering
- Wastewater Collection
- Storm Sewer System Design
- Storm Water Management
- Site Engineering
- Project Management

PROFESSIONAL HIGHLIGHTS

Civil Engineer/Project Manager:

- Jane Lew Truck Stop; Jane Lew, WV
- Clarksburg State Office Building; Clarksburg, WV
- WVU Reedsville Farm Redevelopment; Morgantown, WV
- Freedom Automotive Group Dealerships; Morgantown, WV
- Freedom Kia; Clarksburg, WV
- WVU Parking Lot 81 Renovations; Morgantown, WV
- WVU Doll's Run Burn Room; Morgantown, WV
- WVU Alumni Center Parking Lot; Morgantown, WV
- WVU Alumni Center Storm Water Management; Morgantown, WV
- WVU Evansdale Redevelopment; Morgantown, WV
- WVU Health Sciences Center Eastern Division; Martinsburg, WV
- Blackshere Bridge; Mannington, WV
- WVDOH I-77 Welcome Center; Williamstown, WV
- WV Medal of Honor Recipients Plaza; Hazelton, WV
- Lewis County High School Bridge; Weston, WV
- Wyoming County Route 10 Relocation; Wyoming County, WV
- Fairmont Federal Credit Union; Bridgeport, WV



ALPHA RESUMES

Charles Branch, PE | Principal, Civil Engineer

EMPLOYMENT HISTORY

1992 – Current Alpha Associates, Incorporated
 1988-1992 Reimer, Muegge, & Associates, Inc.

EDUCATION

West Virginia University
 Bachelor - Civil Engineering; 2000
 Fairmont State College
 Bachelor Architectural Engineering Technology; 1988

QUALIFICATIONS

- **License:** Professional Engineer: West Virginia

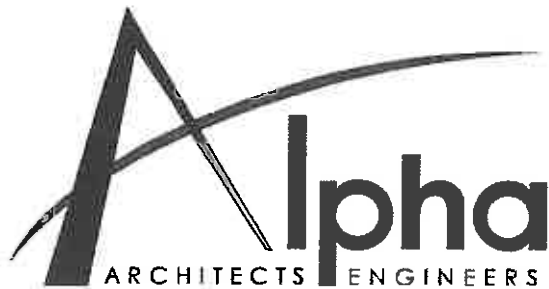
AFFILIATIONS

- WV Society of Professional Engineers
- National Society of Professional Engineers

Contact

Charles B. Branch
 304.296.8216
 800.640.8216

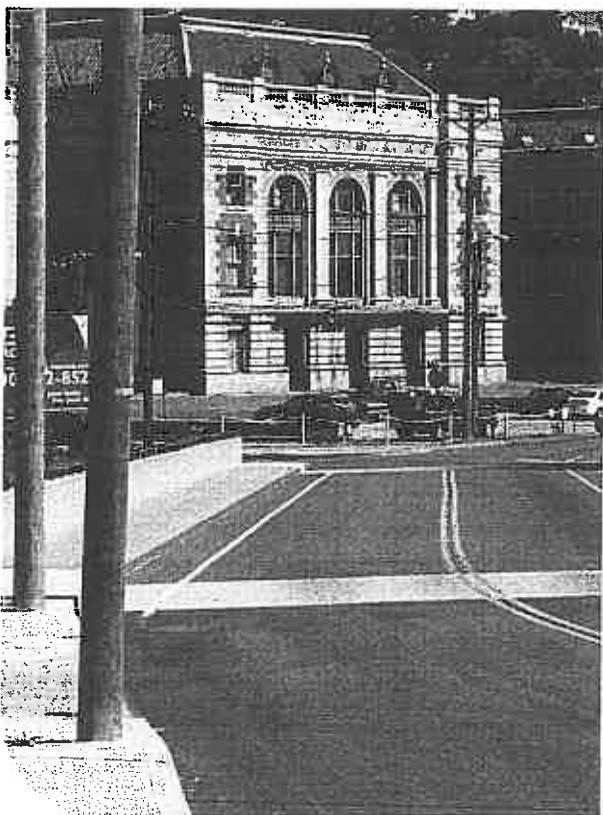
chuck.branch@thinkalphafirst.com



ALPHA RESUMES

SUMMARY

Mr. Luttrell has worked with Alpha Associates, Inc. since 1996. He is the chief structural engineer on all projects at Alpha. Before coming to Alpha, Mr. Luttrell's graduate work resulted in several contributions to the cold-formed steel deck industry. His new method of analysis for non-uniform loads on composite concrete and cold formed steel decks has been made a permanent part of the Steel Deck Institute's design manual. Mr. Luttrell also worked on projects that involved pre-stressed timber bridge research with the WVU Constructed Facilities Center. Since coming to Alpha, Mr. Luttrell has had significant involvement in the effort to begin utilizing modern composite materials in practical bridge applications.



Charles B. Luttrell, PE | Principal, Structural Engineer

PROFILE

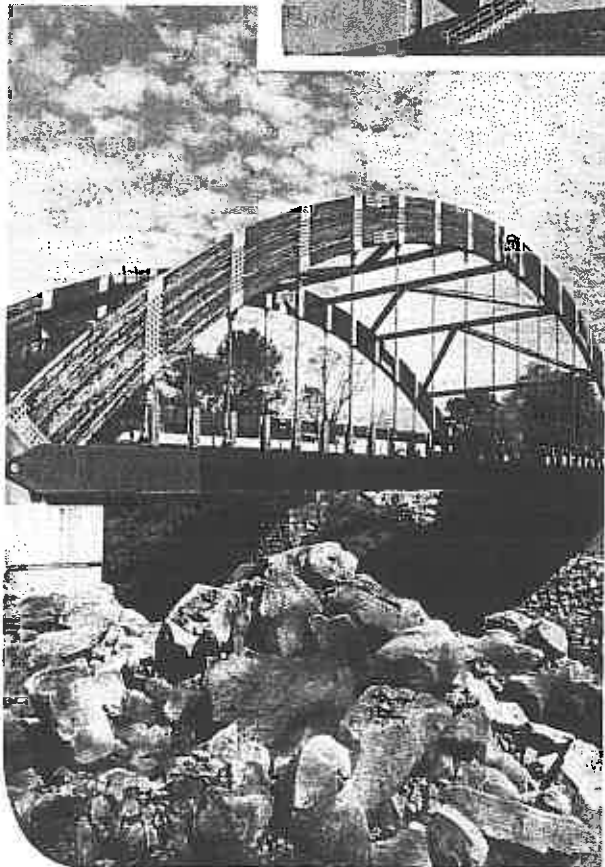
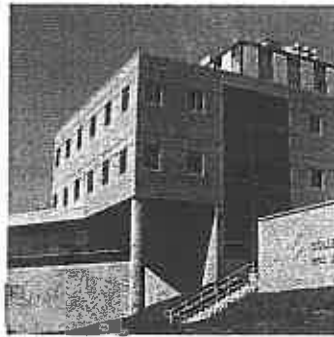
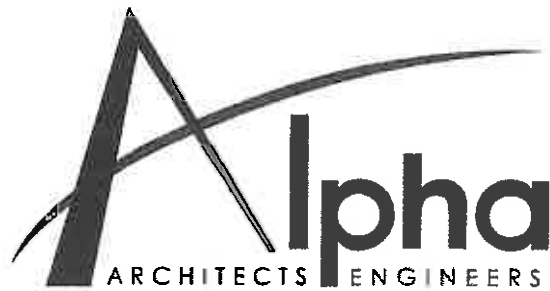
Broad-based responsibilities in the following areas:

- Bridge Structural Design and Analysis
- Innovative Bridge Materials Applications
- Building Structural Design and Analysis
- Historical Restoration and Evaluations

PROFESSIONAL HIGHLIGHTS

Structural Engineer:

- Freedom Automotive Group 3 Dealerships; Morgantown, WV
- Hazel Ruby McQuain Equine Education & Resource Center; WVU
- WVDOH Arnettsville Replacement Bridge; Morgantown, WV
- Clarksburg State Office Building; Morgantown, WV
- Grant County Bank Addition & Renovation; Petersburg, WV
- South Berkeley Fire Station; Inwood, WV
- Alumni Center Structural Framing and Foundation; WVU
- Engineering Science Building, East Wing Addition, WVU
- Hazel Ruby McQuain Amphitheater Roof; Morgantown, WV
- West Buckeye Bridge; Core, WV
- Washington High School; Charles Town, WV
- WVU Coliseum Structural Inspection; Morgantown, WV
- WVU Coliseum Scoreboard Hoist Project; Morgantown, WV
- Alderson Broaddus College, Rex Pyles Arena Deck; Philippi, WV
- Mountaineer Middle School Renovation; Morgantown, WV
- Salem International Building Inspections; Salem, WV
- Monongalia County Sheriff's Building; Morgantown, WV
- South High Street Bridge, Morgantown, WV
- Ices Ferry Bridge, Morgantown, WV



ALPHA RESUMES

Charles B. Luttrell, PE | Principal, Structural Engineer

EMPLOYMENT HISTORY

1996 – Current Alpha Associates, Incorporated
 1995-1996 Larry D. Luttrell, PE, Ph D
 1991-1994 West Virginia University
 1990-1991 WVU Constructed Facilities Center

EDUCATION

West Virginia University
 Masters - Structural Engineering; 1995
 Bachelor - Civil Engineering; 1993

QUALIFICATIONS

- License: Professional Engineer: West Virginia, Pennsylvania

AFFILIATIONS

- WV Society of Professional Engineers
- National Society of Professional Engineers
- Chi Epsilon; Member
- American Concrete Institute; Member

Research Experience

- Cold Formed Steel Deck Research
 - ✓ Fastener Failures
 - ✓ Edge conditions/failures
 - ✓ Buttoned overlap shear failures
- Composite Cold Formed Steel and Concrete Deck Research
 - ✓ Line load behavior/failures
 - ✓ Concentrated load behavior/failures
 - ✓ Web crippling
 - ✓ Punch failures

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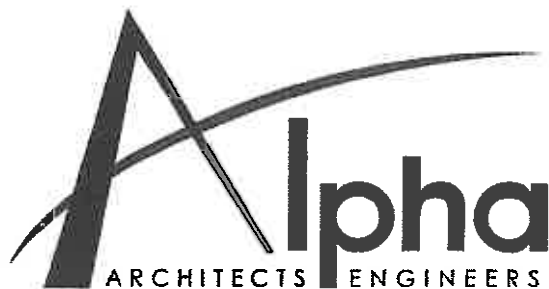
Contact

Charles B. Luttrell

304.296.8216

800.640.8216

charlie.luttrell@thinkalphafirst.com



ALPHA RESUMES

Bradley Casdorff, PE, PS | Civil Engineer

SUMMARY

Mr. Casdorff joined the Alpha Associates, Incorporated team in 2004 and currently works as a project engineer in the Morgantown office. He has 36 years of professional experience with roadway design, storm sewer design, airport airside renovation and design, storm water management including conveyance and detention, environmental permitting, project administration supervision and inspection, as well as boundary and construction surveying.



PROFILE

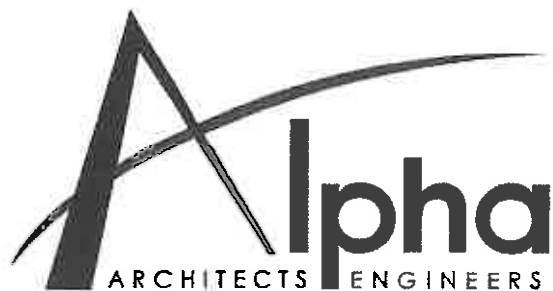
Broad-based responsibilities in the following areas:

- Airport Planning and Design
- Highway Design
- Hydraulic and Hydrology Studies
- Site Plan Development
- Land Surveying

PROFESSIONAL HIGHLIGHTS

Civil Engineering:

- Platinum Properties - Waterfront Conference Center; Morgantown, WV
- Hart Field - Runway Safety Area; Morgantown, WV
- Hart Field - Ramp Renovation and Deicing Facility; Morgantown, WV
- Hart Field - Signage and Lighting; Morgantown, WV
- Hart Field - Airport Certification Manual; Morgantown, WV
- Hart Field - Air Rescue and Fire Fighting Vehicle Procurement, WV
- WVU - Lot 81 Parking Area Improvements; Morgantown, WV
- WVU Animal Facilities Annex, Engineering Retrofit; Morgantown, WV
- McKee Crossing - 120 Acre Subdivision; Martinsburg, WV
- Morgantown Municipal Airport Access Road; Morgantown, WV
- Davison Estates - 60 Acre Subdivision; Morgantown, WV
- Mon General Hospital - East Parking Area; Morgantown, WV
- Applebee's Restaurant, Site Plan; Morgantown, WV
- WVU CPASS/Student Health; Morgantown, WV
- WVU Research Park- 100 Acre ALTA/ACSM Survey; Morgantown, WV
- WVU Museum; Morgantown, WV



ALPHA RESUMES

Bradley Casdorff, PE, PS | Civil Engineer

EMPLOYMENT HISTORY

2004 – Current Alpha Associates, Incorporated
 1979-2004 Triad Engineering, Incorporated

EDUCATION

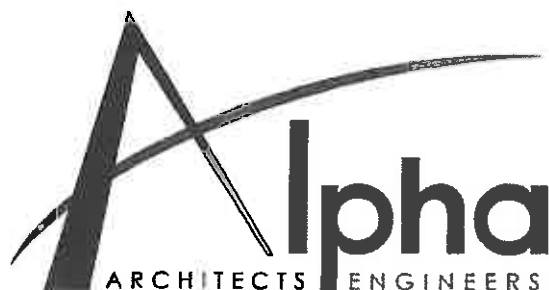
West Virginia University
 Masters - Soil Conditions and Foundation Design; 1982
 Bachelor - Civil Engineering; 1979

QUALIFICATIONS

- **License:** Professional Engineer: West Virginia
- Professional Surveyor: West Virginia
- Certified Private Pilot

AFFILIATIONS

- WV Society of Professional Engineers
- National Society of Professional Engineers
- WVSPS - Mountain Regional Chapter; President
- Aircraft Owners and Pilots Association; Member



ALPHA RESUMES

Matthew T. Echard, PE | Structural Engineer, Associate

SUMMARY

Mr. Echard joined Alpha Associates, Inc. in early 2016 with a strong belief that his clients deserve intelligent, performance-based and value-oriented solutions. Drawing on experience working across the United States, Europe, and the Middle East, Mr. Echard returned to West Virginia to provide world-class service in a historically underserved region while making positive contributions to the future growth of his home state. Mr. Echard places a large value on the collaborative work process, believing that a building's form and function are derived from many contexts. Mr. Echard's office is located in the corporate office in Morgantown, WV.

EMPLOYMENT HISTORY

2016-Current	Alpha Associates, Incorporated
2010-2015	Echard ingenieurBüro
2006-2009	Buro Happold Consulting Engineers
2003-2006	RISA Technologies, Inc.
2000-2003	Zaldastani Associates, Inc.

EDUCATION

Massachusetts Institute of Technology
Masters - Engineering & Environmental
Mechanics 2002
West Virginia University
Bachelors of Science - Civil Engineering 2000

QUALIFICATIONS

- **License:** Professional Engineer: West Virginia, California
- California OES SAP Evaluator

AFFILIATIONS

American Concrete Institute (ACI)
American Institute of Steel Construction (AISC)
American Society of Civil Engineers (ASCE)
American Wood Council (AWC)

PROFILE

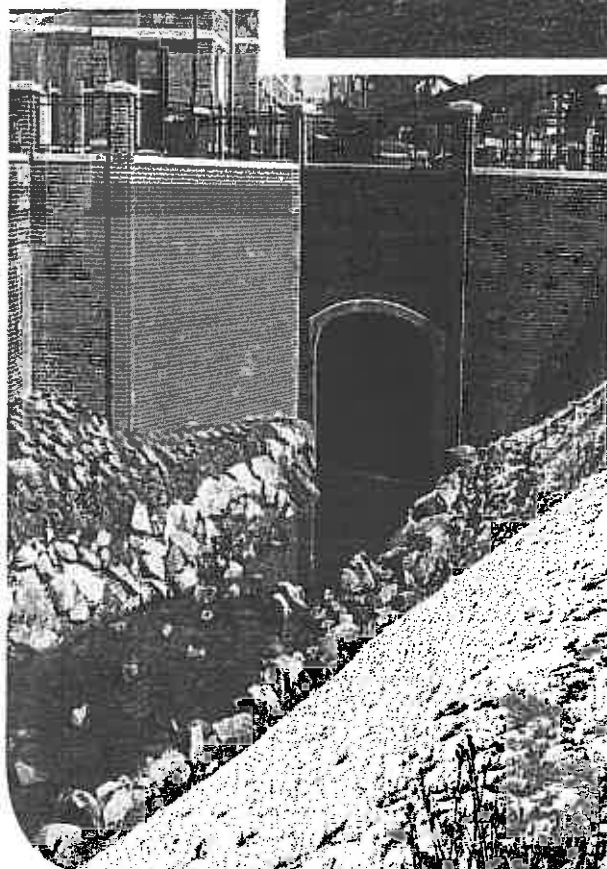
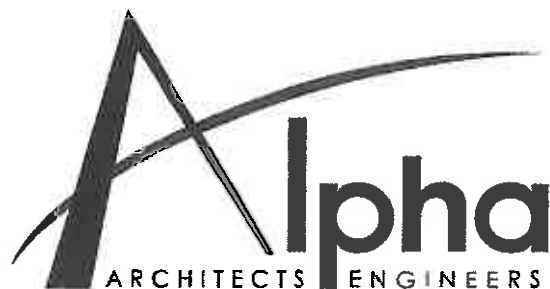
Broad-based responsibilities in the following areas:

- Structural Engineering
- Structural Forensics
- Project Management

PROFESSIONAL HIGHLIGHTS

Structural Engineering:

- Grant County Bank; Petersburg, WV
- WVDOH Arnettsville Bridge Replacement; Monongalia County, WV
- WVDOH Deckers Creek Pedestrian Bridge; Morgantown, WV
- Jane Lew Truck Stop; Jane Lew, WV
- Queen Street Underpass; Martinsburg, WV
- Westover Goodwill Structural Design; Morgantown, WV
- Weyerhaeuser Roof Evaluation; Heaters, WV
- Weyerhaeuser OSB Facilities Alterations; Heaters, WV
- Weyerhaeuser Hazardous Material Transfer Encloser; Heaters, WV
- Mapletown High School Elevator; Mapletown, PA
- Knauf Insulation Melter Line Structural Supports ; Inwood, WV
- Knauf Insulation Cooling Tower & Heat Exchanger Structure & Foundations; Inwood, WV
- 57 Middleway Pike Commercial Building; Inwood, WV
- GrafTech Furnace Structural Assessment; Grafton, WV
- FedEx Distribution Facility Structural Damage Assessment; Morgantown, WV
- Las Mariachis UTC; Morgantown, WV



ALPHA RESUMES

Matthew T. Echard, PE | Structural Engineer

EMPLOYMENT HISTORY

2016-Current	Alpha Associates, Incorporated
2010-2015	Echard ingenieurBüro
2006-2009	Buro Happold Consulting Engineers
2003-2006	RISA Technologies, Inc.
2000-2003	Zaldastani Associates, Inc.

EDUCATION

Massachusetts Institute of Technology
 Masters - Engineering & Environmental Mechanics 2002
 West Virginia University
 Bachelors of Science - Civil Engineering 2000

QUALIFICATIONS

- **License:** Professional Engineer: West Virginia, California
- California OES SAP Evaluator

AFFILIATIONS

American Concrete Institute (ACI)
 American Institute of Steel Construction (AISC)
 American Society of Civil Engineers (ASCE)
 American Wood Council (AWC)

Publications

- Echard, M. and Tonis, D. Convergent Design Methodology for Bio-Science Labs: Architectonic and Performative Structural Considerations Using the Gelling Composite Column Solution. Proceedings of ICSA2010 - First International Conference on Structures and Architecture Guimarães, Portugal, July 2010, Taylor & Francis.
- Echard, M. Structural Analysis and Design Within a BIM Framework. EASEC 10 - East Asia Structural Conference, Bangkok, Thailand, August 2006.

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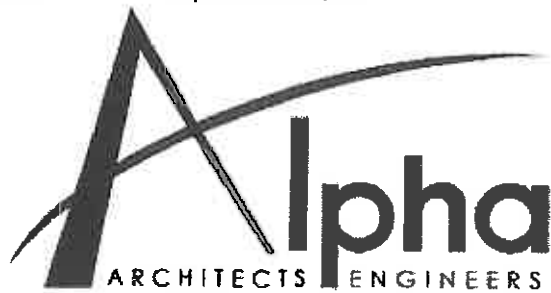
Contact

Matthew T. Echard

304.296.8216

800.640.8216

matthew.echard@thinkalphafirst.com



ALPHA RESUMES

SUMMARY

Ms. Key has worked in the architectural field for over 35 years. She serves as Project Architect/Project Manager for numerous architectural designs at Alpha Associates, Incorporated. Ms. Key is involved from the programmatic stages and schematic designs all the way through construction documents to construction administration. Having been with Alpha since 2000, Ms. Key has provided design services on numerous projects that have contributed to the ever-growing skyline of Morgantown, Charleston, Bridgeport, and other areas around the state.

Rebecca Key, AIA, LEED-AP | Architect, Associate

PROFILE

Broad-based responsibilities in the following areas:

- Architectural Design
- Interior Design and Space Planning
- Feasibility Studies
- Water Infiltration Analysis
- Interior Space Planning
- Historic Renovation
- Project Management

PROFESSIONAL HIGHLIGHTS

Education

- Ridgedale Elementary; Morgantown, WV
- Mountaineer Middle School; Morgantown, WV
- Pineville Elementary; Pineville, WV
- Huff Consolidated School; Hanover, WV

Medical Facilities

- Ruby Memorial Hospital ER Renovation; Morgantown, WV
- Camden Family Health; Lewis County, WV
- Camden Medical Center Lobby Renovation; Summersville, WV

Recreation

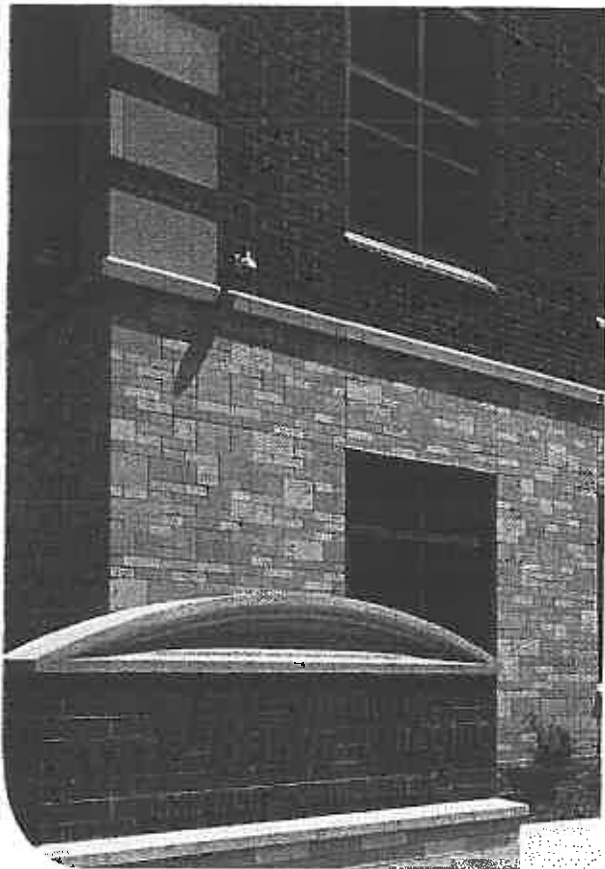
- Ruby McQuain Amphitheater; Morgantown, WV
- North Fork Hughes River State Park; Ritchie County, WV

Dormitory and Multi-Family

- Fairmont State University Prichard Hall Renovation; Fairmont, WV
- WVU Boreman Hall; Morgantown, WV
- Augusta Apartment Building; Morgantown, WV
- Grand Central Apartment

Municipal & State Government

- WV State Office Building; Clarksburg, WV
- Mon County Family Court Renovation; Morgantown, WV
- Mon County Sheriff's Department; Morgantown, WV
- White Hall Municipal Building; White Hall, WV
- WV State Office Building; Parkersburg, WV





ALPHA RESUMES

Rebecca Key, AIA, LEED-AP | Architect, Associate



EMPLOYMENT HISTORY

- 2000 – Current Alpha Associates, Incorporated
- 1983-1999 Alexander Key and Associates
- 1978-1983 Webster Clothes; Director of Store Planning

EDUCATION

- University of Maryland
- Bachelor of Architecture; 1977
- Maryland Institute College of Art
- Coursework in Furniture Design; 1986-1987

QUALIFICATIONS

- **License:** Registered Architect: West Virginia, Maryland, Washington DC, New York, Virginia, Pennsylvania
- NCIDQ Certified
- Leadership In Energy and Environmental Design Accredited Professional

AFFILIATIONS

- American Institute of Architects
- West Virginia Society of Architects
- Fairmont, WV ICC Board of Appeal; Board Member
- U.S. Green Building Council
- AIA Liveable Communities
- Marion County Chamber of Commerce
- Leadership Kanawha Valley Class of 2014



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Contact

Rebecca Key
304.296.8216
800.640.8216

rebecca.key@thinkalphafirst.com

ALPHA RESUMES**Casey Smith, Assoc. AIA Architectural Designer****SUMMARY**

Mr. Smith has been employed with Alpha Associates since 2016. He has worked on several architectural projects including multi-million dollar projects for private and public sector clients. Mr. Smith came to Alpha with an impressive background in educational, commercial, and local government facilities. He has offered assistance in project management, using his background to further improve the quality of each project he is involved with. Mr. Smith has been an incredible asset to Alpha Associates and proves to be an asset on each of his projects.

**PROFILE**

Broad-based responsibilities in the following areas:

- Architectural/Structural Construction Drawings
- Construction Administration
- Project Management Assistance

PROFESSIONAL HIGHLIGHTS**Construction Administration Projects**

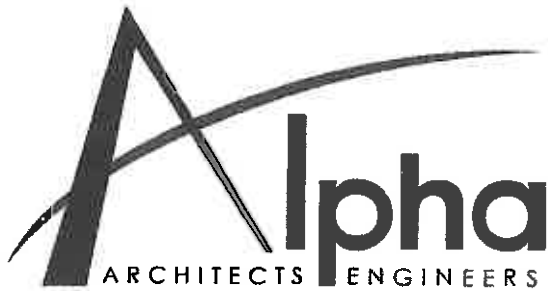
- Cacapon State Park Lodge Renovation
- Los Mariachis New Restaurant; Morgantown, WV
- Freedom Ford Automotive Dealerships, Granville, WV
- Elkins Fordland; Elkins, WV
- Federal Group GSA VA Tenant Improvement Project;
- Point Marion ADA Deck; Point Marion, PA
- Los Mariachi Renovation; Morgantown, WV
- WVU Hazel Ruby McQuain Equine Education & Resource Center; Reedsville, WV

EMPLOYMENT HISTORY

2016- Current	Alpha Associates, Incorporated
2014-2016	MSES Architects
2011-2014	Blackwood Associates
2007-2009	Vandalia Heritage Foundation

Education

2014	Boston Architectural College, Master of Architecture
2009	Fairmont State University; BS Architecture



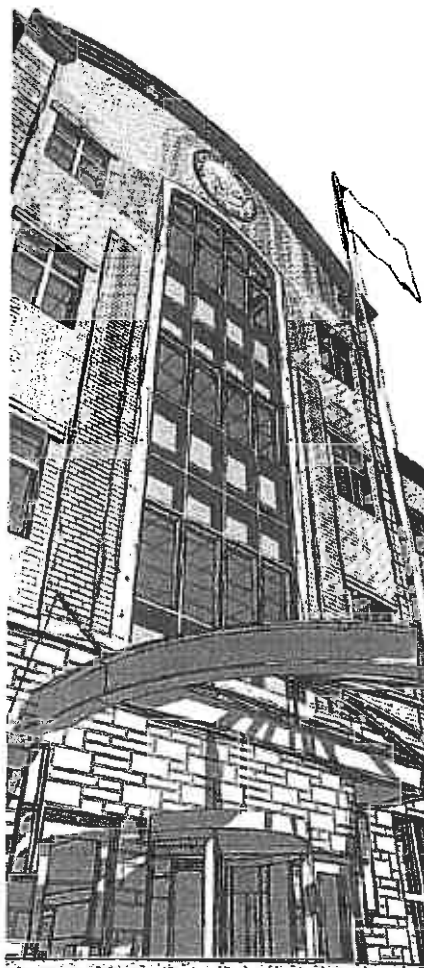
ALPHA RESUMES

Hannah Richardson

Interior Designer

SUMMARY

Mrs. Richardson has been employed with Alpha Associates since August of 2016. While new to the Alpha team, she brings a different approach to design that focuses on the interior space and those that occupy it. She specializes in space planning and strongly believes in functional interior spaces and spatial relations. At Alpha, Richardson also does work as an Architectural Technician.



PROFILE

Broad-based responsibilities in the following areas:

- Architectural Construction Drawings
- Interior Design
- Renderings/Presentations
- Research Based Design
- Space Planning

PROFESSIONAL HIGHLIGHTS

Interior Design/Architectural Technician

- BCFB South Berkeley Fire Station; Inwood, WV
- Cacapon State Park Old Lodge Renovation; Cacapon, WV
- Freedom Automotive Group, Morgantown; WV
- Grant County Bank Renovation/Addition; Petersburg, WV
- Hazel Ruby McQuain Equine Education & Research Center; Reedville, WV
- Jane Lew Truck Stop; Jane Lew, WV
- New Restaurant for Los Mariachis; Morgantown, WV
- VA Tenant Improvements; Shepherdstown, WV

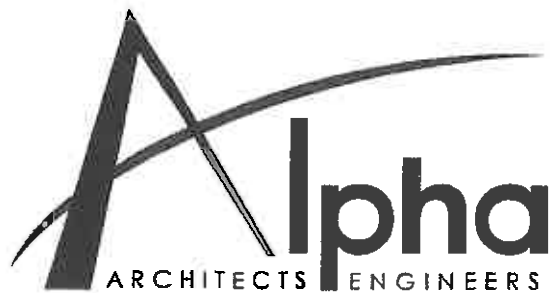
EDUCATION

Harding University

Bachelor of Science - Interior Design; 2017

EMPLOYMENT HISTORY

2016 - Current Alpha Associates, Incorporated



ALPHA EXPERIENCE

State Office Building | 2016

Architectural Case Study
West Virginia State Office Building
 Clarksburg, WV

Alpha Associates, Incorporated provided architectural design, civil and structural engineering and surveying services for a new State Office Building in Clarksburg, WV. The building is designed as an 88,491 square foot; four story office building that will hold State agencies.

The structure is brick, and structure glazed brick, and concrete frame. The project incorporated traditional and non-traditional interior partitions for offices. The building faces East/West to provide maximum passive solar benefit for energy savings, through the design of the mechanical systems. The project will be applying for Silver Certification under LEED standards.

This project is currently going to construction and is estimated to be completed in 2016.

Project Contact:

Robert Krause

1900 Kanawha Blvd, East

Charleston, WV 25305

304-558-2317

At a Glance

CLIENT: State of West Virginia

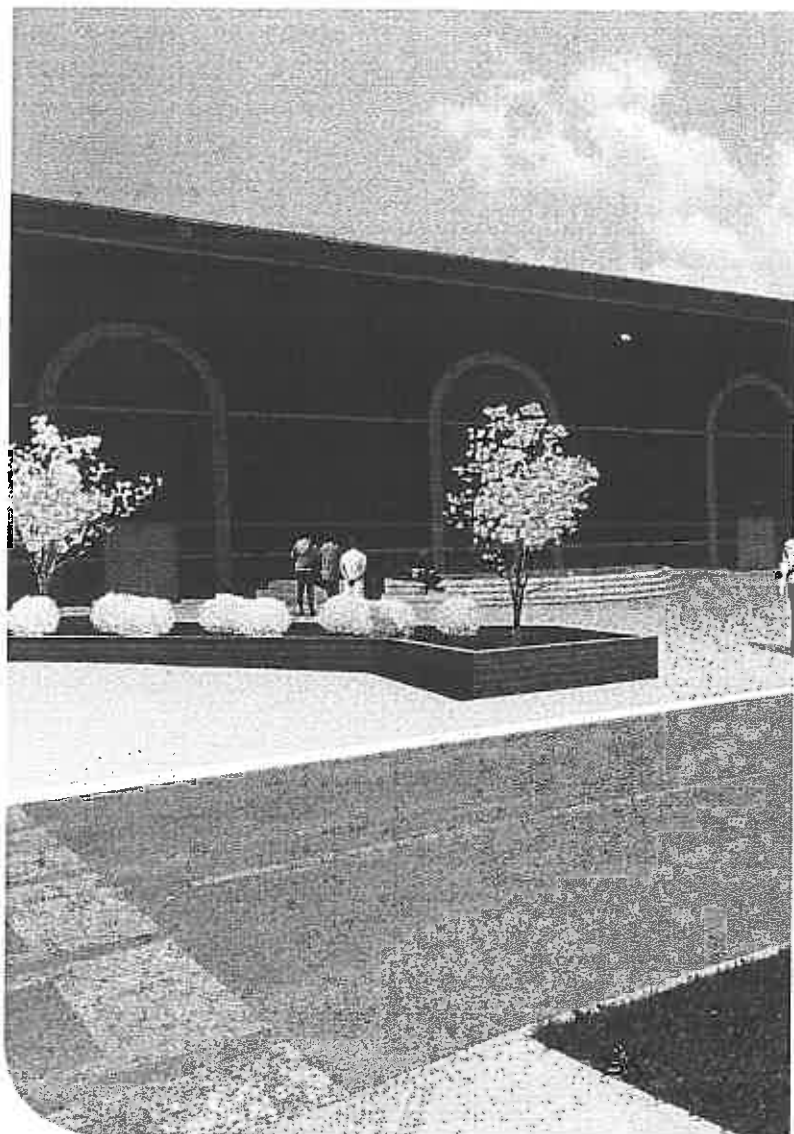
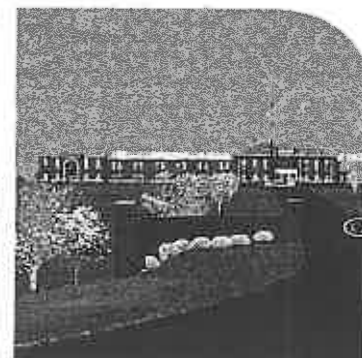
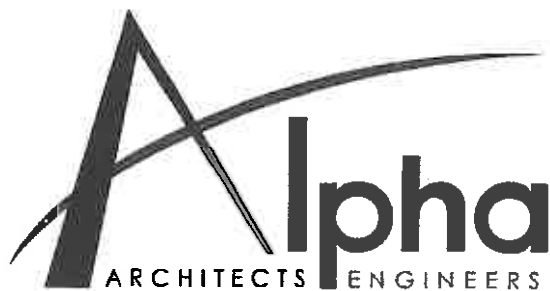
LOCATION: Clarksburg, WV

COMPLETION DATE: 2016

SIZE: 88,491 sq. ft.

CONSTRUCTION COST: \$24.9 Million





ALPHA EXPERIENCE

**University High School | 2013
Architectural Case Study**

University High School Landscape Design

Morgantown, WV

Alpha Associates partnered with the University High School Foundation to provide landscape design, direction, ideas and inspiration to improve the visual impact of their campus. A schematic Masterplan was developed to enhance the main entrance, develop an assembly area in the rear of the main building, and examine two areas to determine their potential development as outdoor classrooms.

Project Contact:

Susan Riddle

University High School Foundation, Inc.

131 Bakers Ridge Road

Morgantown, WV 26508

304-291-9270

At a Glance

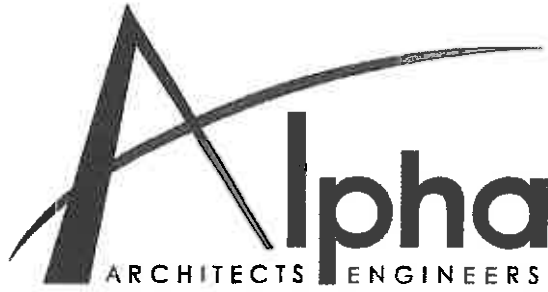
CLIENT: UHS Foundation

LOCATION: Morgantown, WV

COMPLETION DATE: 2013

CONSTRUCTION COST: Private





ALPHA EXPERIENCE

New Manchester Streetscape

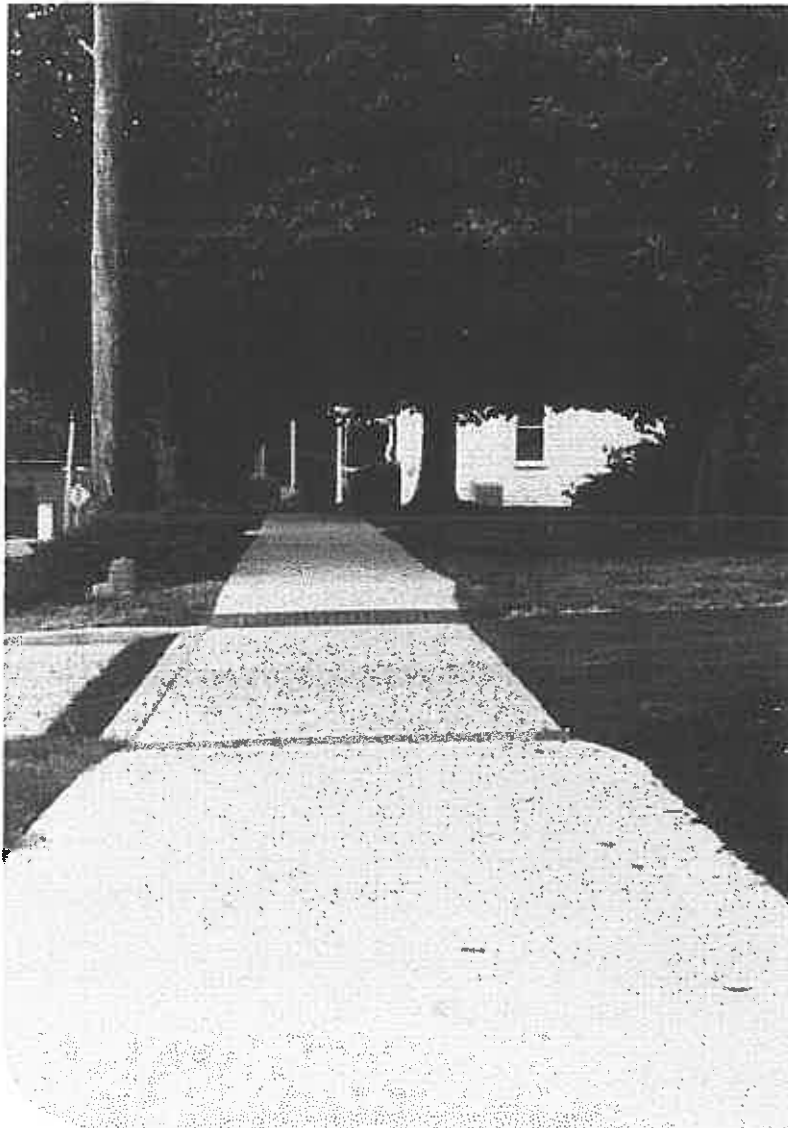
2013

Engineering Case Study

New Manchester Streetscape

New Manchester, WV

Alpha provided design services for a two phase streetscape improvement project along County Route 24, the main thoroughfare through New Manchester. The Phase I improvements included new sidewalks, handicapped ramps, curbs, and drainage improvements. Phase II improvements will follow when more funding is secured. The project is grant funded through a Transportation Enhancement Grant West Virginia Department of Transportation, Division of Highways.



Project Contact:

Jeff Davis

Hancock County Commissioner

PO Box 485

New Cumberland, WV 26047

(304) 564-3311

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At a Glance

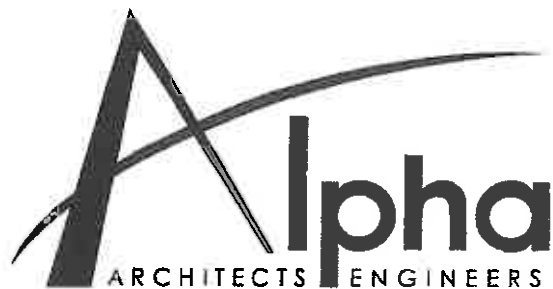
CLIENT: Hancock County Commission

LOCATION: New Manchester, WV

COMPLETION DATE: 2013

SIZE: 1,050 LF of Sidewalk

CONSTRUCTION COST: \$250,000



ALPHA EXPERIENCE

Glenville City Square | 2011

Engineering Case Study

Glenville City Square

Glenville, WV

Alpha Associates, Incorporated provided design and construction administration services for a park in downtown Glenville. The park includes 2200 square feet of pavilion, a 20' diameter gazebo, lighting, clock, sidewalk and landscaping.

Project Contact:
Donna Wadde!!
115 East Main Street
Glenville, WV 26351
304-462-7545

At a Glance

CLIENT: Gilmer County Family Resource Network

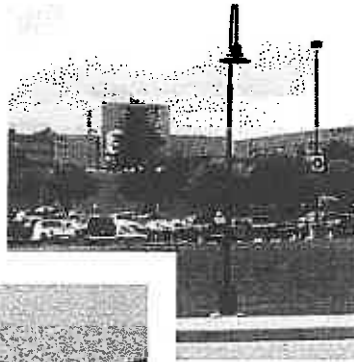
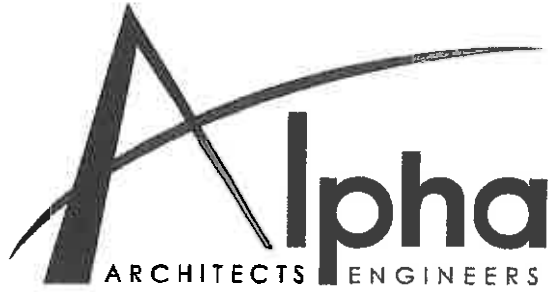
LOCATION: Glenville, WV

COMPLETION DATE: 2011

SIZE: 120' x 120'

CONSTRUCTION COST: \$510,000

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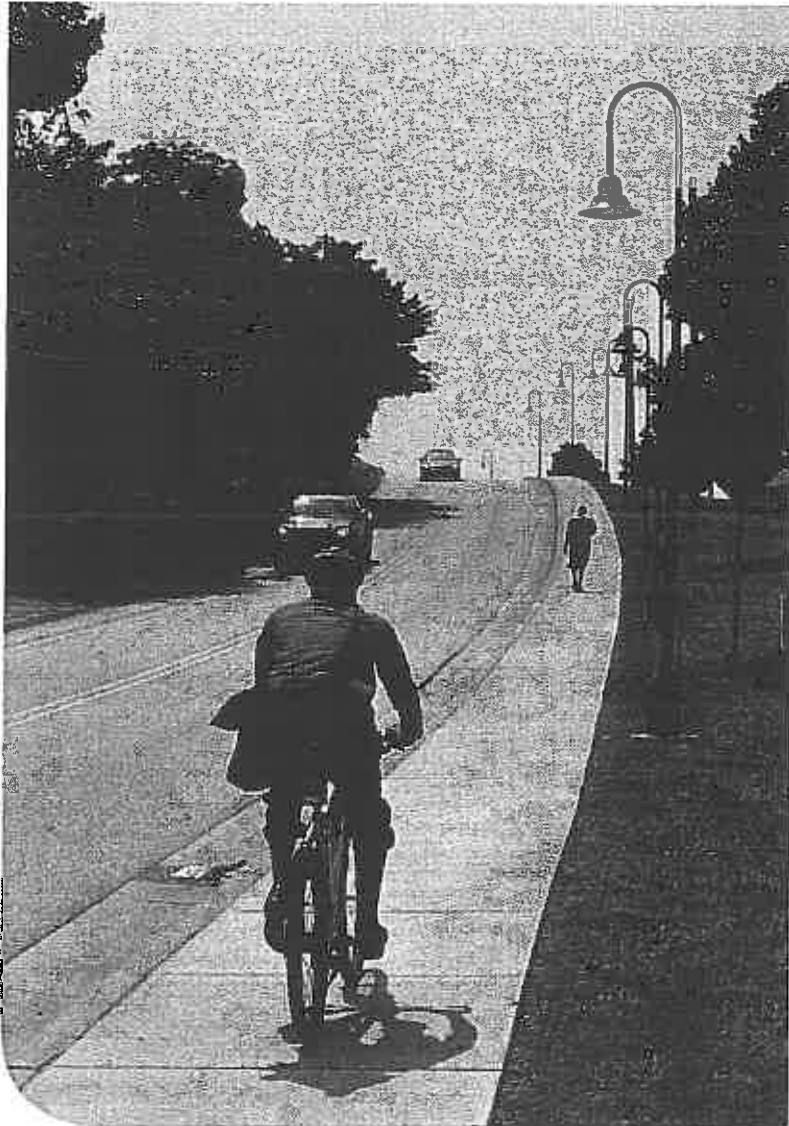
ALPHA EXPERIENCE

Willowdale Road Sidewalk | 2007

Engineering Case Study

Willowdale Road Sidewalk
Morgantown, WV

Alpha provided funding application assistance, surveying, civil engineering, and construction administration services for the Willowdale Road Sidewalk project near West Virginia University's Milan Puskar Stadium. This project included approximately 2000 linear feet of under drain, curb and gutter, five foot wide sidewalk, lighting, various utility relocations and other related appurtenances



Project Contact:
Paul Hanko
Po Box 6572
Morgantown, WV 26506
304-293-2854

At a Glance

CLIENT: West Virginia University
LOCATION: Morgantown, WV
COMPLETION DATE: 2007
SIZE: 2,000 LF 5' Wide
CONSTRUCTION COST: \$550,000





STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

Call to whom these presents shall come Greeting

Know Ye That The State Board of Registration for Professional Engineers of the State of West Virginia, reposing special confidence in the Intelligence, Integrity and Discretion of

Charles B. Luttrell

DOES IN PURSUANCE OF AUTHORITY VESTED IN IT

by law, hereby certify that he having submitted satisfactory evidence of his ability and experience, is a

REGISTERED PROFESSIONAL ENGINEER

Registration Number [REDACTED]

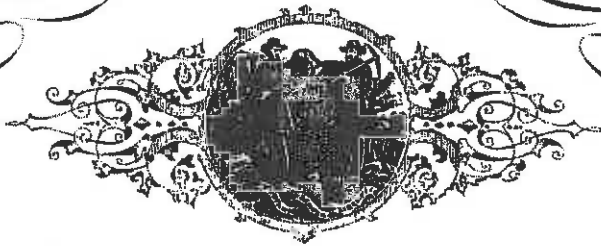
and use such title in the practice of his profession, subject to the conditions prescribed by law



Given under the hand and the Seal of the Board at the Capitol in the City of Charleston this 28th day of July in the year of our Lord One Thousand Nine Hundred and Ninety nine and of the State the One Hundred Thirty-sixth

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

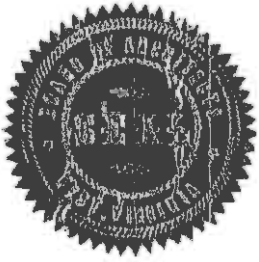
[Handwritten signatures]



of West Virginia

No. [REDACTED]

*This Certifies that Rebecca Jean Key of Baltimore
in the State of Maryland having successfully passed an examination
before the Board of Architects of the State of West Virginia, and being
otherwise qualified, is hereby authorized to practice Architecture in all its
branches in the State of West Virginia.*



*Witness the signatures of the President and Secretary of the Board of
Architects of West Virginia and the seal of said Board, this 26th
day of September 1994*

[Signature] President.
[Signature] Secretary.



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come, Greeting

Know all Men That The State Board of Registration for Professional Engineers of the State of West Virginia, reposing special confidence in the Intelligence, Integrity, and Discretion of

Richard A. Colebank

DOES, IN PURSUANCE OF AUTHORITY VESTED IN IT

By law, hereby certify that he having submitted satisfactory evidence of his ability and experience is a

REGISTERED PROFESSIONAL ENGINEER

Registration Number [Redacted]

Who shall and use such title in the practice of his profession, subject to the conditions prescribed by law.



Given under the hand and the Seal of the Board at the Capitol in the City of Charleston this 13th day of Feb. in the year of our Lord One Thousand Nine Hundred and Eighty Eight and of the State the One Hundred Twenty-Fifth.

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

Secretary Frank Eddy

By Maurice A. Johnson, President Kenneth H. Means, Secretary



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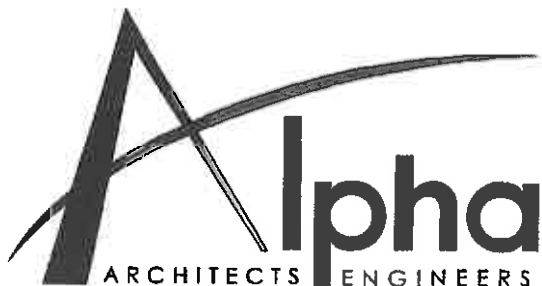
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Robert Hammel, Former Director
Morgantown Municipal Airport

"The entire staff at Alpha has always been responsive, professional, creative, and practical. Most importantly, they are always concerned about our needs as a client. They quickly respond to challenges that arise during construction."

Brian Thomas, President
Clear Mountain Bank