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WV Purchasing Division

CAPITOL COMPLEX HARDSCAPE RESTORATION

STATE OF WEST VIRGINIA - DEPARTMENT OF ADMINISTRATION -
PURCHASING DIVISION

Charleston, West Virginia

Solicitation Number:
CEOI 0211 GSD1800000001



Creating great community places.



CAPITOL COMPLEX HARDSCAPE RESTORATION

State of West Virginia - Department of Administration - Division of Purchasing

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A photograph of a modern, multi-story building with a glass facade. The building is reflected in the glass. In the foreground, there is a concrete plaza with several vertical metal posts. There are trees and a blue sky with some clouds in the background.

OVER THE PAST 50+ YEARS, GAI HAS COMPLETED MORE THAN A THOUSAND PLANNING, MASTER PLANNING, DESIGNING OF PARKS/OPEN SPACES, ENGINEERING, SURVEYING, LANDSCAPE ARCHITECTURAL, AND CONSTRUCTION ENGINEERING/ INSPECTION ASSIGNMENTS FOR VARIOUS CLIENTS LOCALLY AND ACROSS THE COUNTRY.

Our team's experiences with these projects have a direct correlation to the requirements for the Capitol Complex Hardscape Restoration. Examples of our team's relevant experience are included.



Planning | Urban Design
Landscape Architecture
Economics | Real Estate

December 20, 2017

Ms. Jessica S. Chambers, Senior Buyer
State of West Virginia - Purchasing Division
2019 Washington Street, East
Charleston, WV 25305

**Solicitation Number: CEOI 0211 GSD180000001
Capitol Complex Hardscape Restoration Project**

Dear Ms. Chambers and Members of the Selection Committee:

GAI, along with our teaming partner **Mills Group**, are pleased to submit our qualifications associated for professional services as requested for the **Capitol Complex Hardscape Restoration Project**. This effort will strive to build upon the data collected during the 2012 WV State Capitol Master Plan, identify gaps—if any—in that body of information, and reaffirm key planning processes and goals with members of the affected interest groups. Completed with great economy, sensitivity, and focus, this inventory will be the foundation of a restoration plan intended to revitalize and repair the Capitol Complex Hardscape. Through the expertise incorporated in **GAI's Community Solutions Group** we are able to provide all the technical disciplines necessary to address the scope as outlined. The attached submission comprises our response to your Request for Proposal (RFP) dated November 21, 2017.

To accomplish this task, **GAI / CSG** has organized a team of landscape architects, engineers, and architects to evaluate and distill a series of planning initiatives and complementing inventories that center on the restoration of the Capitol Complex Hardscape, with specific understanding of the infrastructure improvement issues often encountered in redeveloping or restoring campus assets. From complete streets to the accommodation of ADA accessibility requirements, we are experts in bringing elements together and providing realistic approaches for improvement initiatives. Our multidiscipline experience and local network are compelling reasons to retain this team, and this letter and submission provides simply a brief introduction to the **CSG** team's vast capabilities.

To accomplish this effort, **GAI / CSG** will assume primary responsibility for the project's overall coordination to assure the complementary roles of each profession are properly respected. Without regard to specific role and assignments, the entire team assembled for this project is accomplished in the various aspects of campus planning and hardscape design, and have the ability to advance executable design options which integrate all parts of a feasible strategy. The primary professionals selected for this assignment include ASLA, AICP, AIA, and LEED AP certifications. Also available as needed are PE's with civil engineering or other credentials as the circumstances warrant. The Senior Director leading the team will be David Gilmore, ASLA, PLA, MBA (primary contact), who was the principle in charge of the recently completed State Capital Campus Security Master Plan. He will be supported by senior landscape architect Todd Schoolcraft, James Yost (former Program Director at Charleston Main Streets) and Jacob Burns. Mr. Schoolcraft, who was an integral part of the design team that prepared the **2012 WV State Capitol Master Plan**, will serve as the overall project manager for this effort and will coordinate the day-to-day activities with the internal team members and **Mills Group**.

It should be emphasized that we feel that an active stakeholder engagement process is critical to the overall success of this study. Recognizing the particular value of broadened inclusionary strategies that often challenge many design teams, we have purposefully engaged **Mills Group** to lead, what we believe, is a critical stakeholder engagement strategy that will assure the original Cass Gilbert vision and traditional campus ideas are honored and expanded in a sympathetic manner. Understanding the needs of the Capitol Campus through the eyes of the stakeholders must take place first before we form any preconceived notions or 'outside ideas' of what the improvements need to be. Our team emphasizes the importance of a thorough stakeholder participation process and look forward to interacting with those parties who must embrace and launch the campus hardscape improvement plan with new ideas, exciting design solutions, and discretely targeted programs and initiatives.

We believe an important element in distinguishing this team from other consultants is

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Experienced People
Open Minds
Fresh Ideas

the impressive record of local work and accomplishments relevant to this assignment. Normally, it would be difficult for this same combination of experience to be assembled in Charleston without relying almost exclusively on support from non-local industry sources much less familiar with this campus and its context. As you will see in our qualifications, we have completed multiple projects both locally and across the country involving similar, if not identical services to the ones identified in your request for qualifications.

GAI / CSG was part of the design team that recently completed the West Virginia State Capital Campus Security Master Plan. The goal of the master plan was to increase the overall security of the campus while maintaining the "park like" qualities and more importantly...the architectural integrity of the site. Locally, we have also been involved in several high profile projects such as the master plan and bid documents for Haddad Riverfront Park; the \$100 million renovation to the Charleston Civic Center; the Kanawha Boulevard bike trail and greenway project which stretches the entire length of the West Side's riverfront from Magic Island Park to the Patrick Street Bridge and pedestrian trail; Slack Plaza, Brawley Walkway and Pedestrian Spine; as well as the master plan and bid documents for the \$15 million renovation that are currently underway at Valley Park in Putnam County.

Mills Group's effort will be led by Michael Mills, AIA, NCARB. Michael has nineteen years of experience in historical preservation, architectural design, and planning. Through his extensive work with historical structures, he has a detailed knowledge of the Secretary of the Interiors Standards for historical preservation projects. Other aspects of his work include the preparation of historic design guidelines, contextual design of new structures and the issues related to the revitalization of main streets across the country. Michael and his team maintain a focused commitment to the cultural heritage of our region and specialize in the rehab and restoration of historical properties. Their motto is "Designing on the Principles of the Past and Preserving for the Future". Although they have worked on multiple restoration projects throughout the State through the WVSHPO Grant Monitor Contract, they are perhaps best known in this region for their recent project restoring the West Virginia Veterans Memorial on the Capital Campus.

Our past history and familiarity with State Capital Complex and its stakeholders combined with our intimate knowledge of the project requirements will prove to be a valuable asset, and will ensure the successful design and implementation of the capital campus hardscape improvements. This continued relationship demonstrates our capability to work collaboratively with our clients - Concept to Construction - advancing vision into tangible projects that will surely benefit the State Capital Complex and the people that use the campus on a daily basis.

In summary, the **GAI / Mills Group** team is exceptionally well qualified to address the scope as outlined. Because our employees are also members of the community in which we serve, we feel we are also stakeholders in every project that we are asked to be involved in. We value the relationship we have built with the State Capital Complex over the years and take the trust that we are given by you very seriously. We have extensive experience in all aspects of studies, plans, infrastructure assessments, construction documents, as well as graphically exciting document preparation. Our personal experiences in the public arena include numerous hardscape projects that have been implemented through the planning, programming, design, and construction management phases.

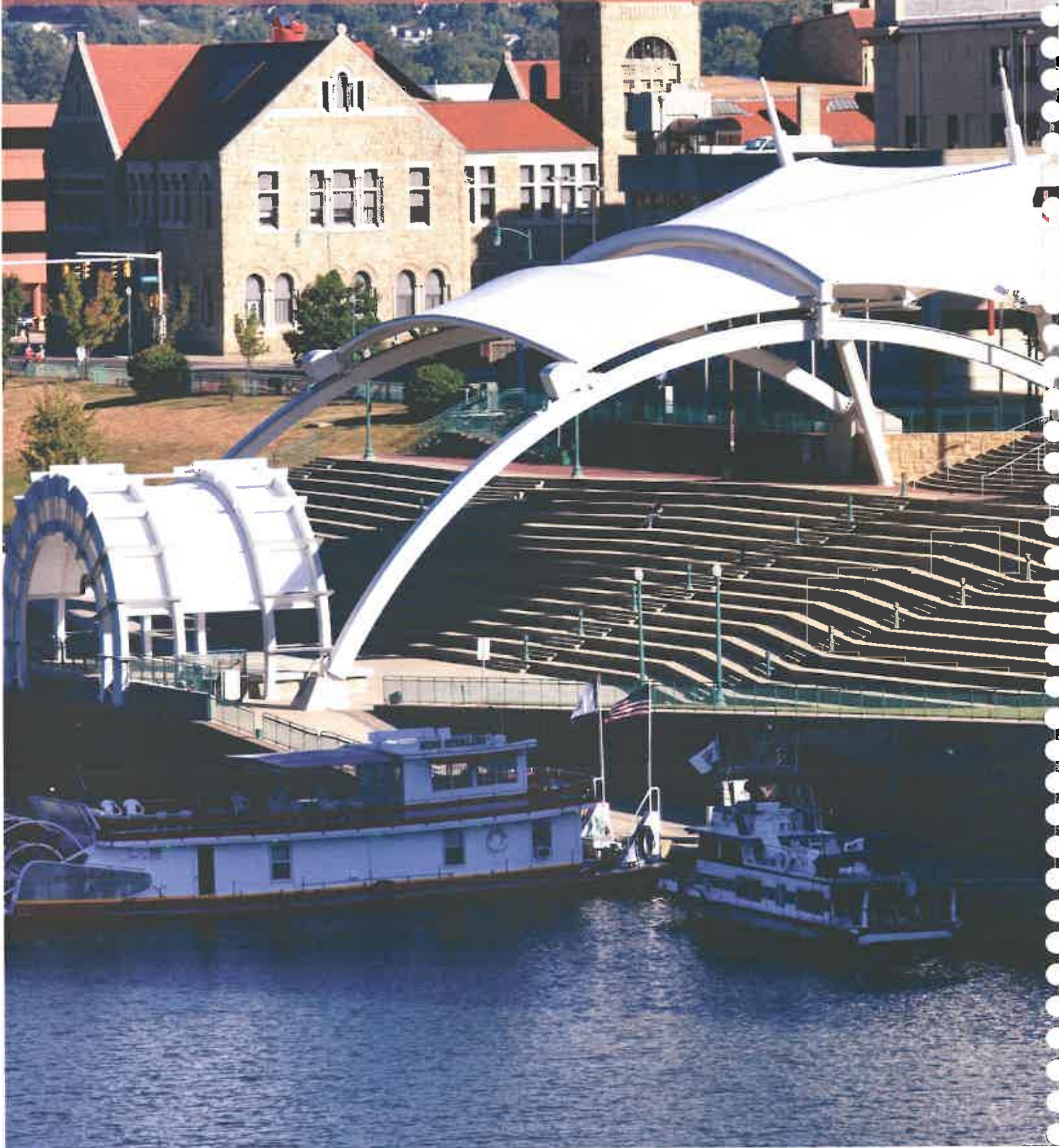
David Gilmore, PLA, MBA, will be your primary point of contact. He can be reached at (T) 681.245.8867, or at d.gilmore@gaiconsultants.com. Please feel free to contact us if you have any questions about our submittal. We look forward to the opportunity to discuss our proposal and approach with you in greater detail.

Sincerely,
GAI Consultants, Inc. / Community Solutions Group



David Gilmore, PLA, MBA
Director, Landscape Architecture and Urban Design | Director for Landscape Architecture
Charleston Office Leader

Section 1 FIRM QUALIFICATIONS & EXPERIENCE



GAI CONSULTANTS, INC.

Streamlining Solutions

GAI is a 1,000 person engineering and environmental consulting firm with over 55 years of experience delivering innovative engineering solutions. *Transforming ideas into reality* since 1958, we currently serve our clients from 25 office locations throughout the Eastern, Midwestern and Southern United States. Through engineering expertise and broad, deep knowledge of regulatory processes, we offer solutions that make a real difference to our clients.

With an award-winning and respected professional reputation in multiple engineering, environmental, and technical practice areas, GAI distinguishes itself by our solid reputation of providing excellent customer service along with innovative yet practical solutions.

Our work in the following disciplines provides innovative and cost-saving solutions for clients in municipal, as well as energy, transportation, water, government, real estate, and industry.

Our Clients

Our clients are highly respected global energy and manufacturing firms, transportation agencies, and national developers—as well as local communities and state and federal government. They challenge us with projects that demand skilled technical expertise and sustainable results.

Our Communities

Our numerous offices are organized to mobilize staff and services seamlessly. They foster a unique blend of professional consulting disciplines, dedicated engineering and environmental specialists, and local experts. We work, live, and give charitably to the communities we serve.

Our Services

- Airport Planning + Design
- Bridge and Structure Inspection + Design
- Coal Combustion Residuals Management
- Construction Inspection and Management
- Cultural Resources Management
- Economic Analyses and Strategies
- Electric Transmission Design and Siting
- Environmental Engineering
- Environmental and Species Studies + Permitting
- Gas Pipeline Surveying and Mapping
- Geographic Information Systems (GIS)
- Geotechnical Engineering and Geology
- Impoundment and Landfill Permitting + Design
- Land Development Engineering
- Land Surveying and Mapping
- Landscape Architecture + Design
- Master Planning and Urban Design
- Mechanical, Electrical, and Structural Engineering
- Natural Gas FERC Certification and Permitting
- Nuclear Energy Engineering Support
- Right of Way and Appraisal Support
- Transportation Planning + Design
- Utility Management Consulting
- Water, Stormwater, and Wastewater Management

111

ENR TOP 500
DESIGN FIRMS

55+

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SUPERIOR
CLIENT SERVICE

100%

EMPLOYEE
OWNED FIRM

GAI CONSULTANTS, INC. AND ITS COMMUNITY SOLUTIONS GROUP

Community Solutions: Experienced People, Open Minds, Fresh Ideas

What We Are

GAI's Community Solutions Group is an idea-driven strategic consulting practice integrating design, planning, and economics. We are committed to enhancing communities in ways that are practical, sustainable, and authentic to our clients' needs, while being politically aware, financially feasible, and aesthetically compelling. Our mission is to create livable places of lasting value in an increasingly connected, complex, and competitive world.

Who We Are

The Community Solutions Group is a unique team of landscape architects, urban designers, land use planners, public finance and economic development specialists, and public administrators who capture the full dimensions of strategy and solution. Committed to positioning cities for a sustainable future, we are recognized for delivering insightful, thorough, and technically sophisticated solutions. We embrace a philosophy that values the complex interrelation of people, place, and policy while considering a project's ability to positively impact its investors, community, and setting. GAI's Community Solutions Group listens carefully and actively, questioning assumptions with positive energy and fresh ideas. We seek to understand our client, the place and its context, and the real substance of issues before we act. We are passionate about our work, care for people, and are purpose-driven practitioners with a track record of positive outcomes.

What We Do

Our work centers on finding resolution to place-based problems by implementing context-sensitive, sustainable solutions that are economically and fiscally beneficial and implementable. We engage diverse community groups to affect positive outcomes with shared benefits through integrated solutions. Consequently, our clients include governments, agencies, institutions, and developers who share an equal need to address complex and inter-related



Planning | Urban Design
Landscape Architecture
Economics | Real Estate

A GAI Consultants, Inc. Service Group

challenges. We work from planning to policy and concept to construction across the scales of region, city and campus; neighborhood, street, and site.

As an art, our practice requires an understanding of the nuances of feasibility, political sensitivity, urban form, relationships, and character of place. But as a science, it involves street geometries and hydrologic flows, floor-area ratios, densities, market economics, and financing mechanisms. We are effective because we are sensitive and sophisticated about implementing complex ideas across the platform of inclusive participation, thoughtful design, funding and finance, public policy, and community partnerships for initiatives both large and small.

Urban Design + Planning

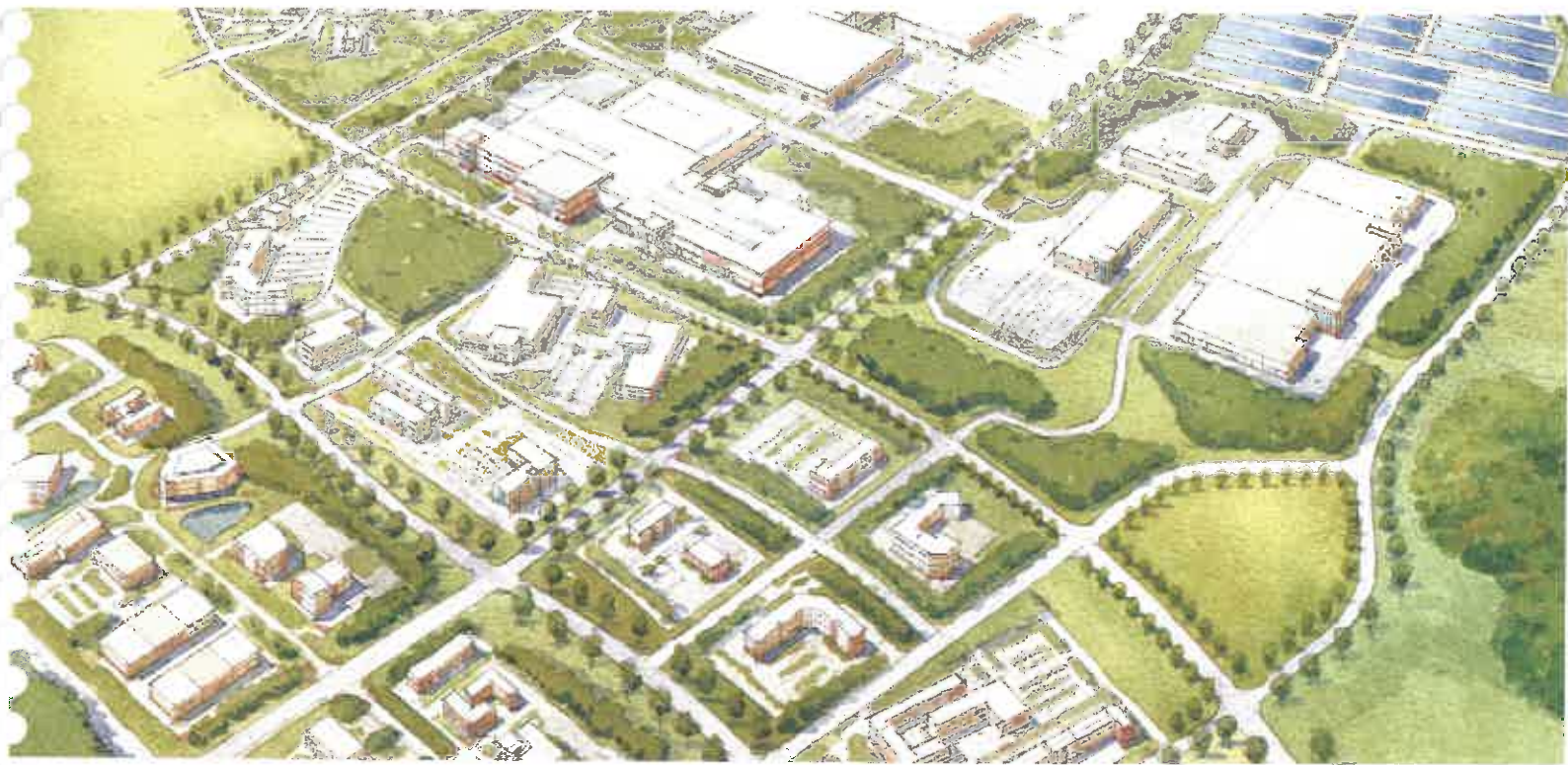
Economics + Strategy

Landscape Architecture + Design

Urban Design + Planning

The Community Solutions Group's Urban Design + Planning practice focuses on crafting plans that create livable places of lasting value for communities that require context-sensitive, sustainable solutions. We prioritize close collaboration with clients through an approach that emphasizes plans that reflect strong neighborhoods, livable transportation networks, interconnected park and open space systems, environmental sensitivity, and economic opportunities. Through work at the scale of city, neighborhood, and street, our plans create the framework for rich, interactive settings that bring people together in environments that facilitate meaningful experiences that enrich lives.

Our team draws upon expertise in multiple disciplines to balance physical, social, and economic needs and create urban places that enhance quality of life. We understand that each building, streetscape, transportation corridor, and park works toward creating an urban place that transcends the value of any individual element. Our planners and engineers work closely with clients to ensure that each piece of this urban fabric is deliberately designed with quality and respect for its role in the public realm. With an eye toward implementation, we also understand the complex regulatory processes that must be navigated in order to gain approval



for these great community plans. We draft clear plans and regulations designed to support community goals, preserve lifestyle choices, and create economic development and redevelopment opportunities, and we forge partnerships between stakeholders and local governments to achieve these positive outcomes.

Economics + Strategy

GAI's Community Solutions Group Economics + Strategy services draw from the advising team's experience, education, and a culture which integrates allied disciplines to enhance the appropriate solutions. Our approach draws upon our knowledge of growth management techniques in many state settings, local regulatory constraints, infrastructure systems and design, public finance, awareness of the needs in the private marketplace, preferred land use forms, aesthetics, emerging trends in development, and the linkages among infrastructure, economic development, and the character of the built environment. This knowledge enables our clients to choose critically between alternatives and implement a strategy or master plan that is flexible, cost effective, sustainable, and marketable, attributes sought by both our public and private clientele.

Landscape Architecture + Design

The Landscape Architecture Studio within the Community Solutions Group integrates an experienced team of professionals that strives to raise the standard of planning and design services to a new level with every project, producing sustainable, context-sensitive solutions that meet our clients' objectives. We listen to their concerns, their desires, and

their needs; we gather a deep understanding of place and issues, and then deliver thoughtful and innovative solutions. The studio operates under a fundamental planning and design philosophy that seeks to develop solutions that make a positive contribution to the economic and social values of a community or place. Whether the question is community master planning and place-making, streetscape and corridor design, sustainable stormwater strategies (LID), parks and open space design or corporate and campus planning and design, we are committed to creating rich, diverse, and sustainable places for people; beautiful works that allow people to connect to the environment and that respect a community's cultural, historical, and environmental heritage.

OFFICE LOCATIONS



GAI was established in Pittsburgh, Pennsylvania in 1958, and currently has 25 offices in 11 states. Our strategic locations in West Virginia communities and surrounding states place your projects within reach of multiple GAI offices that can provide capabilities, expertise, and support throughout the duration of the project.

The GAI/CSG office location and point of contact that will directly oversee this project is:

GAI/CSG – Charleston, West Virginia

David Gilmore, PLA, MBA

Director, Landscape Architecture /
Charleston Office Leader

300 Summers Street, Suite 1100
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D 681.245.8867

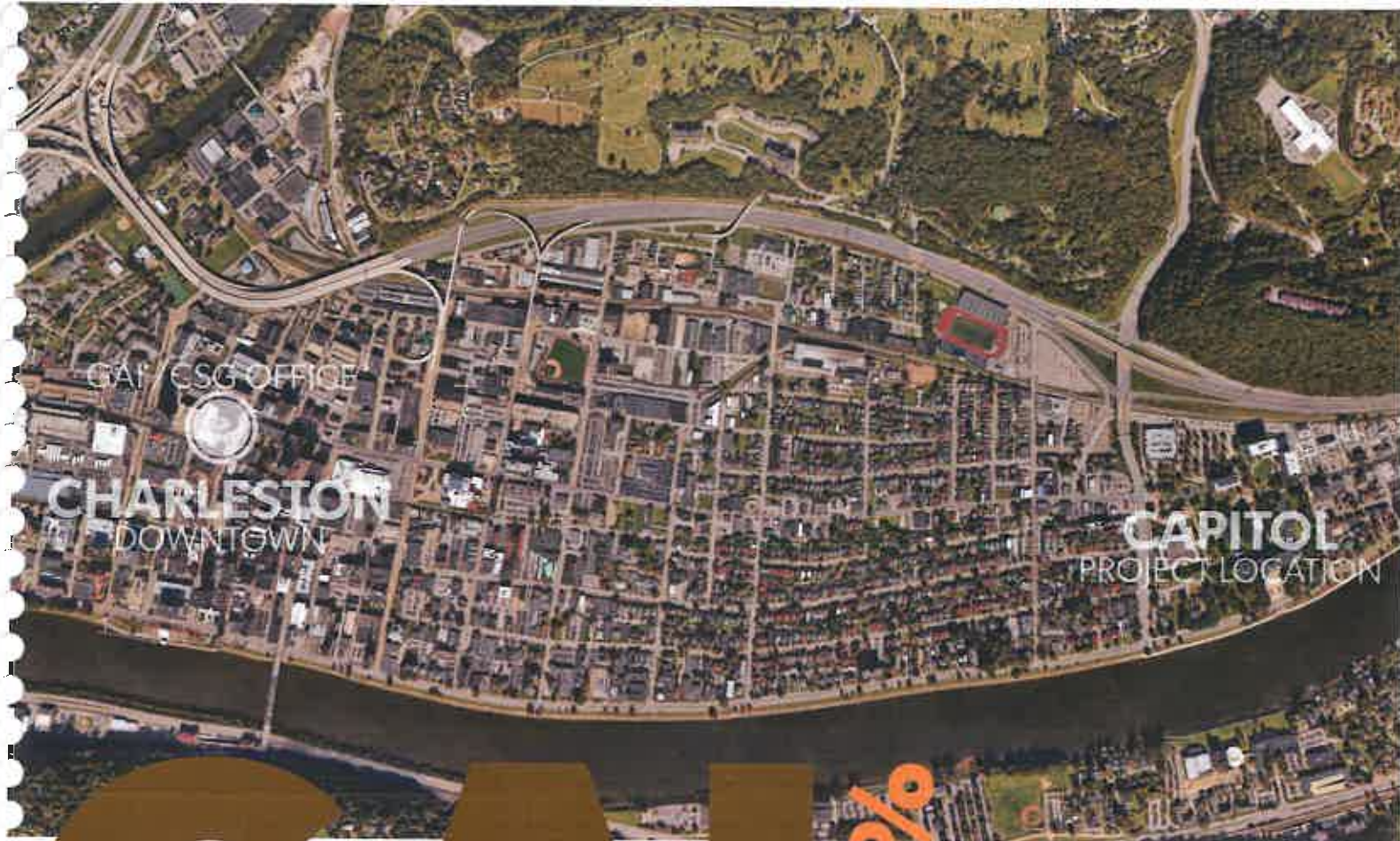
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GAI 100%

COMMITTED
to Charleston

Local Office • Local Staff

GAI/CSG's has been local to downtown Charleston, West Virginia for 30+ Years and is less than 2 miles from the project location



MILLS GROUP

ARCHITECTURE ■ PLANNING ■ PRESERVATION

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the principles
of the past and
preserving
for the
future”**

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304.296.1010

THE KALEY CENTER
53 14th Street, Suite 607
Wheeling, WV 26003
304.233.0048

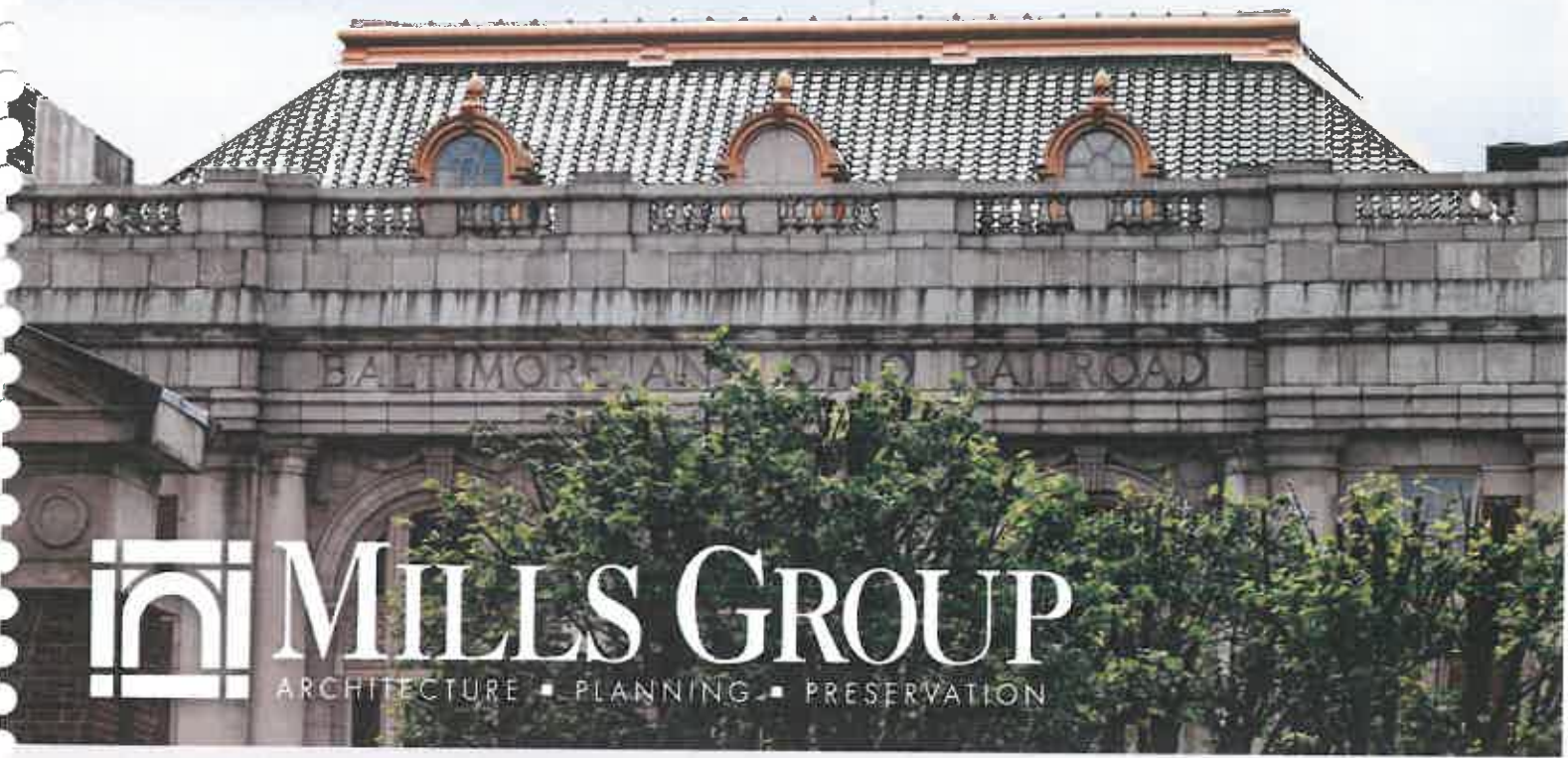
millsgrouponline.com

Mills Group represents a collection of architects, designers, and researchers dedicated to innovative design and quality work. In 2005 Michael Mills, AIA, answered a market demand for architects with a special skill set. By 2013 the firm expanded to Wheeling to include more talent over a broader geographic range.

The firm's success is a product of diligently understanding client needs, existing conditions, design goals and budget. Our process is built on the foundation of research, client collaboration, and creative solutions. The team looks to the region's architectural heritage for inspiration to celebrate the best of the past and promote economic vitality for the future.

Mills Group happily serves public and private clients. Public sector patrons who have sought our services include cultural agencies, development offices, municipalities, non-profits, and schools. Other architects and engineers, developers, homeowners, and business people are counted among our private clients.

The firm is committed to a quality end product derived from experience, diligence, and collaboration. Clients can always count on us to maintain our efforts from concept to ribbon cutting.



MILLS GROUP

ARCHITECTURE • PLANNING • PRESERVATION

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

Architecture

COMMERCIAL
RESIDENTIAL
PUBLIC

Planning

ENABLE
EXTEND
ENHANCE

Preservation

REVITALIZE
REHABILITATE
CONSULT

Mills Group is a proven leader in many specialized areas of architecture and design. With experience in commercial, public, and cultural facilities, our firm has a breadth of exposure, which gives us confidence to approach any design challenge. Through engagement and collaboration we develop solutions based on shared visions and focused needs.

Our firm provides careful planning and design for commercial, public, and residential clients both as a necessary asset to an overall architecture project and as a stand-alone service. The firm follows the 'measure twice, cut once' principle, and approaches planning as a forward thinking, cost saving, and practical application for all projects.

We maintain a commitment to the cultural heritage of our region. We strive to raise awareness of the significant history and culture that is the foundation of who we are and ultimately, will become. Our team performs historical research as well as assessing and documenting existing conditions. We compile our findings into a comprehensive narrative, a feasibility study and/or historic structures report for the owner to implement planning for the next phase of use for the building.

Selected Team Experience



HADDAD RIVERFRONT PARK AND BOARDWALK

Charleston, West Virginia

GAI Consultants was selected to provide master planning, public participation services, design, construction, and engineering solutions for the renovation of the Haddad Riverfront Park, which is a popular concert, festival, and leisure site in downtown Charleston, West Virginia.

Among the City of Charleston's project requirements were a retractable canopy to provide protection and visual interest, an overlook plaza and pavilion that extends Court Street to the Kanawha River, an extension of the lower wharf area, a new streetscape design along Kanawha Boulevard, and an event stage for concerts.

GAI was successful in meeting an aggressive 18-month planning, design, and construction schedule. Change orders during construction amounted to less than 0.5% of the total cost. Taking a different approach, GAI presented an initial design that encompassed and connected all four parts of the entire project. The design was highlighted by a grand staircase that would lead to the proposed amphitheater, which serves to open the park to Kanawha Boulevard, making it an integrated part of downtown Charleston.



Project Manager: Dave Gilmore, PLA, MBA

Services: Conceptual Design and Master Planning, Public Outreach, Landscape Architecture, Geotechnical Engineering, Structural Engineering, Construction Administration

WEST VIRGINIA STATE CAPITOL CAMPUS SECURITY MASTER PLAN

Charleston, West Virginia

GAI Consultants' Community Solutions Group (CSG) provided security master planning and design services to the West Virginia State Capital campus.

The campus required enhanced levels of security while maintaining an architectural and aesthetic continuum with the strong participation of the WV National Guard and thorough research into the "best practices" of security devices/applications used elsewhere. Both perimeter and interior areas of the campus required degrees of security/protection. This very necessary protection is to be accomplished while enhancing the "park-like" qualities of the campus and ensuring the campus is inviting to the pedestrian.

Services required the establishment of a design language for the overall campus environment that speaks to the architectural and cultural heritage of this beautiful campus. Plantings, buildings, memorials, furniture/site elements, and views to/from the surrounding community all constitute that current setting.

Security devices needed to be designed to fit that language while performing their intended function. They will be designed to fit the campus landscape, become "contributing" elements to that landscape, and be visually non-invasive to the extent possible.





Project Manager: Dave Gilmore, PLA, MBA

Services: Master Planning, Landscape Architecture, Site/Civil Engineering, Construction Administration

KANAWHA BLVD. WEST WALK AND BIKEWAY SYSTEM

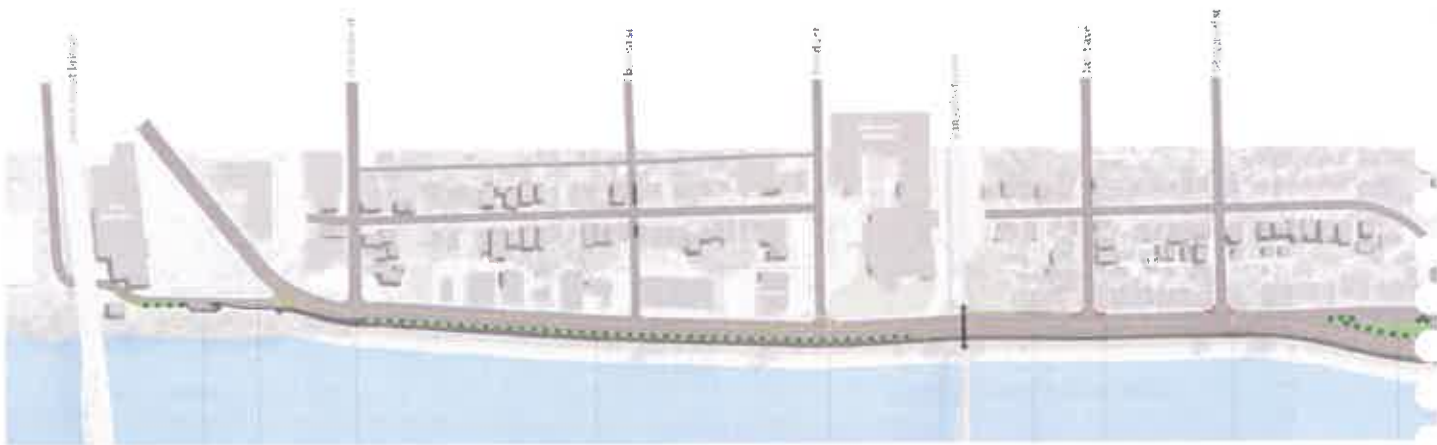
Charleston, West Virginia

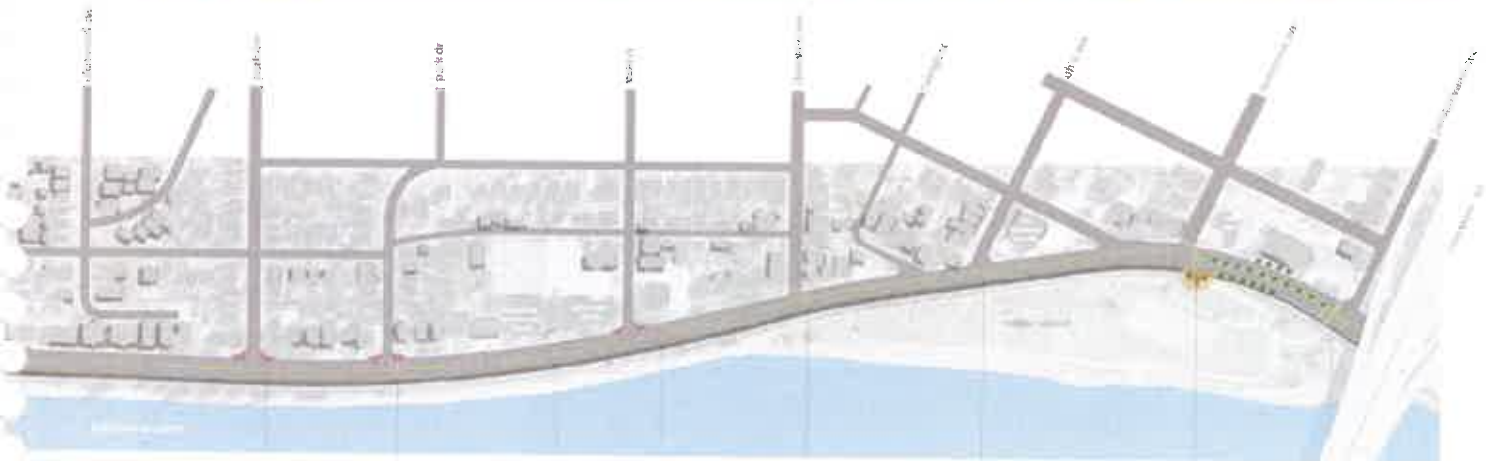
The proposed design for the Kanawha Trestle Walk and Bikeway System includes the addition of a two-lane bikeway and green strip along the south side of Kanawha Boulevard that reaches from Pennsylvania Avenue to the Patrick Street Bridge underpass (approximately 1.8 miles). The bikeway and green strip are planned to be constructed between the existing asphalt walking path and the south curb of the roadway. To achieve this, the existing grass median is planned to be removed from the center of Kanawha Boulevard and each of the existing four drive lanes is planned to be reduced from their current width of approximately 13 feet to 10.5 feet or 11 feet depending on location along the boulevard. In addition to providing the necessary space for the proposed bike lanes, the lane width reduction will also encourage safer and slower driving speeds.

The City has also chosen to use this project as a demonstration of innovative stormwater Best Management Practices (BMP's). Further, the City operates a Municipal Separate Storm Sewer System (MS4) permit that requires all new and redeveloped projects to minimize and/or reduce impervious area and promote stormwater infiltration. As it is planned, the disturbed area for the project will be approximately 502,000 square feet. As it exists today, the total project area consists of 92% impervious surfaces. Although the existing grass median is planned to be removed, the addition of the green strip on the south side of Kanawha Boulevard, a planted median from Pennsylvania Avenue to Delaware Avenue, and the expansion of an existing greenspace at First Avenue results in a 4,000 square feet net increase of pervious surfaces (e.g. greenspace) within the total project area. Additionally, the green strip is designed to capture and infiltrate a large portion of stormwater from the adjacent roadway and conduct it through a series of bio-retention cells and swales.

Project Manager: Dave Gilmore, PLA, MBA

Services: Conceptual Design, Public Outreach, Landscape Architecture, Construction Administration, Permitting, Historic Structure Evaluation, Infrastructure Design, State + Federal Funding Application Assistance, Stormwater Design, Traffic Studies





CHARLESTON CIVIC CENTER RENOVATION

Charleston, West Virginia

GAI's Community Solutions Group has assisted in leading the master plan and landscape architecture for a major renovation to the downtown Charleston Civic Center (CCC), as well as the associated adjacent streets and waterfront. Our work is focused on the urban experience of arrival, parking, outdoor gathering, and adjacent urban development. This work is completed in several components of landscape architecture and urban engineering. Our team's proposed renovations and updates will present a modern vision by updating exterior and interior aesthetics, designing additional spaces, and tying the site to the downtown core. The team has created a comprehensive plan to bring the Charleston Civic Center up to the standard of today's entertainment and convention venue needs.

Our work includes several distinct areas of improved visitor experience around the new Civic Center. We have redesigned the Quarrier Street and Civic Center Drive entrance plaza with new dropoff and arrival features. Near the entry/box office areas, the entire Clendenin Street frontage has been "dieted," reducing travel lanes, adding guest dropoff, and enhancing pedestrian crossing elements. Finally, we have created an activated plaza featuring a staircase leading down from the proposed ballroom addition that will connect to a multi-purpose plaza and pre-function space overlooking the Elk River. When needed, the plaza space will have the potential to serve as an outdoor extension of the CCC by allowing guests to congregate outside during events.



Project Manager: Dave Gilmore, PLA, MBA

Services: Construction Management + Monitoring, Design-Build Services, Environmental Studies, Geotechnical Engineering, Site/Civil Engineering, Landscape Architecture, Urban Planning, Stormwater Management Design



SLACK PLAZA AND BRAWLEY WALKWAY

Charleston, West Virginia

GAI's Community Solutions Group provided master planning and rehabilitation services for a large urban plaza in downtown Charleston, West Virginia. The existing plaza had become tired and in disrepair over the years and, as a result, went unused by the 9 to 5 office employees in the surrounding downtown area. In an attempt to revitalize the plaza, the design team analyzed the factors contributing to its underuse and responded with a design that would ultimately energize the space and invite new users.

The design team's solution was to provide an expansive multiuse lawn in the core of the plaza to transform the bleak hardscape into a vibrant and active park. The lawn panel is surrounded by a cobblestone walking trail, an outdoor dining space, and a stone seating terrace, all of which are all wrapped in lush vegetation. Extending beyond the park to the east and west are two linear walkways that connect the downtown core and commercial districts. The walkways are lined with unique lighting displays and artful paving patterns along their entire length.

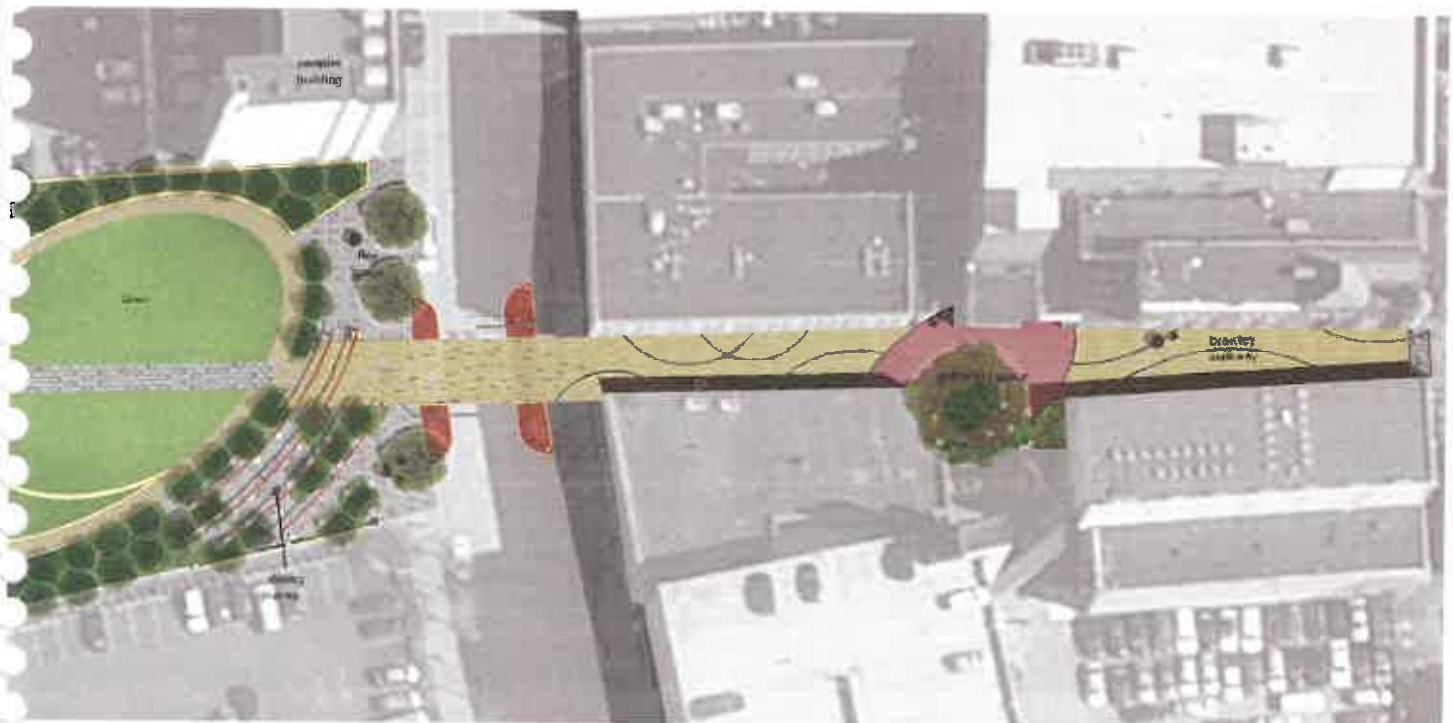
In addition to serving as a gathering space and critical downtown corridor, the space is also home to a regional transportation hub. The design team analyzed existing bus routes and choreographed a new sequence and circulation for the loading and unloading of passengers along the transit station. The design incorporates a new bus ticketing office and plaza along with the potential for multimodal transportation, such as the addition of bicycling amenities.





Project Manager: Dave Gilmore, PLA, MBA

Services: Construction Management + Monitoring, Permitting, Traffic Studies, Master Plan Development, State + Federal Funding Application Assistance, Landscape Architecture



COURT STREET STREETScape ENHANCEMENTS

Charleston, West Virginia

As a spinoff from the Brawley Walkway improvements project, GAI's Community Solutions Group was contracted by a local development company to design streetscape enhancements in front of their property, which sits at the intersection of Brawley Walkway and Court Street. The main focus of the project included replacing the existing narrow sidewalk with a wider walk. Additionally, site lighting was added to improve nighttime security and large planters were used between the walk and the adjacent roadway to define a safe pedestrian zone. Across the site, materials and furnishings were selected that complimented the surrounding streetscape and pedestrian walkway, but also created a unique aesthetic to help attract visitors into businesses at the property. CSG was able to leverage existing mapping and resources from Brawley Walkway to efficiently complete construction documents for the half-block long site.



Project Manager: Dave Gilmore, PLA, MBA

Services: Construction Management + Monitoring, Engineering, Site/Civil Engineering, Landscape Architecture, Urban Planning

GREENBRIER STREET PEDESTRIAN SAFETY IMPROVEMENTS

Charleston, West Virginia

Greenbrier Street is situated between the western edge of the West Virginia State Capitol Campus and the Charleston East End Historic District. Due to the numerous motorists exiting Interstate-64 and air travelers making the drive down from Yeager Airport, Greenbrier Street has been identified in the Charleston Downtown Redevelopment Plan as a crucial gateway into the city as well as the State Capitol grounds.

Although the significance of Greenbrier Street in conveying traffic is undeniable, GAI was integral in promoting the untapped potential the street has in making a grand statement upon entering the city and state capitol grounds. With a state-owned 100' right-of-way and an adjacency to the thriving East End neighborhood to the west and the WV State Capitol to the east, GAI recommended a world class streetscape that is beneficial to both the city and state. Above the importance of aesthetics, the design team also addressed pedestrian safety concerns that have unfortunately been encountered throughout the years.

With the goal of making Greenbrier Street the safe and appealing community gateway that it is intended to be, GAI is continuing to assist East End Main Street (EEMS) in leading the charge for making it a reality. GAI provided master planning services for a new streetscape that was designed to complement and continue the design language set forth by GAI in another project around the adjacent WV State Capitol Campus. Upon implementation, the master plan set forth by GAI will offer a safe and boastful entrance into the City of Charleston and the heart of West Virginia.



Project Manager: Dave Gilmore, PLA, MBA

Services: Landscape Architecture, Conceptual Design, Master Planning

MACCORKLE AVENUE CORRIDOR STUDY

Charleston, West Virginia

The City of Charleston wanted to develop community enhancements to the MacCorkle Avenue Corridor from 31st Street to 58th Street within Kanawha City. GAI Consultant's Community Solutions Group (CSG) engaged the City and the Kanawha City Community Association (KCCA) in a collaborative planning and design process that will transform the Corridor into reality. The scope of work included assisting the City to refine a vision for the corridor, developing and incorporating public art within the project, identifying programs for private sector implementation, and identifying funding needs.

Services provided included full planning, design and engineering from master planning through construction administration, and also include assisting the City with funding applications.

The scope of work and services provided for this study were very similar to those requested for the PA Route 18 Corridor Study. Highlights from this project can be found in the Project Approach section of this proposal to illustrate the similarities and our experience.

Recommendations | Corridor Master Plan



Project Manager: Dave Gilmore, PLA, MBA

Services: Landscape Architecture, Urban Planning, State + Federal Funding Application Assistance

EAST END PARK

Charleston, West Virginia

The East End Community Park was planned on a 2-acre tract of land that was acquired by the City of Charleston, West Virginia. The site has a history of both residential and industrial uses going back more than 100 years, both of which had adverse effects on the property. Due to years of railroad-related industry, the soil became immersed in contaminants ranging from creosote to trace levels of benzo(a)pyrene. Furthermore, the single-family residential homes located on the property had fallen into disrepair and had become a concern of neighbors and the local urban renewal authority.

After acquiring and clearing the land, the Charleston Urban Renewal Authority (CURA) hired GAI's Community Solutions Group for remediating the brownfield issues, providing landscape architecture and engineering services, and transforming the community blight into a neighborhood and citywide gem. The effort was broken into phases, the first of which included a grand entrance to the park that boasts a steel and masonry arch, boldly spelling out the words "East End Community Park." After passing under the arch, guests are invited to walk along a 100-ft by 24-ft linear plaza that is divided by raised planters and lined with LED lit benches and lush vegetation. Along the expanse of the entrance plaza, there are also two uplit concrete pedestals that are used for mounting sculptures crafted by local artists. Finally, at the terminus of the plaza, there is a large patio that is clad with concrete pavers and covered by an architecturally appealing steel pergola, which is the focal point of the park.

Phase II of the park, which is currently underway, will include a tree-lined, crushed stone walking trail that will wrap around a central lawn panel. Later phases have been planned to include features such as a children's playground, splash ground, and parking lot.



Project Manager: Dave Gilmore, PLA, MBA

Services: Landscape Architecture, Records Research, Field Survey, Site Analysis, Master Planning, Construction Documentation, Permitting, Construction Administration



2006 - 2016 WVSHPO Grant Monitor

LOCATION : WV

CLIENT : WV Division of Culture & History

SERVICES : Grant Monitoring & Technical Assistance

CONSTRUCTION VALUE : NA

 **MILLS GROUP**
ARCHITECTURE • PLANNING • PRESERVATION

Since 2006, the Mills Group has been awarded an annually competitive contract with the West Virginia State Historic Preservation Office to provide technical assistance and grant monitoring for a range of projects ranging in construction value from \$5,000-\$350,000. The scope of the grant projects range from masonry and window restoration to roof replacement and exterior millwork rehabilitation. The clients range from the homeowner with no construction background to facility maintenance directors with forty years of experience.

The awarded properties include:

- Fort Henry Club, Wheeling, WV
- Henderson Hall, Williamstown, WV
- Braxton Motors, Sutton, WV
- Halliehurst, Elkins, WV
- Fayette County Courthouse, Fayetteville, WV
- AF Kisar House, Point Pleasant, WV
- Snow Hill, Leetown, WV
- Shephard Hall, Wheeling, WV



West Virginia Veterans Memorial Restoration

LOCATION : Charleston, WV

CLIENT : WV State Purchasing Division

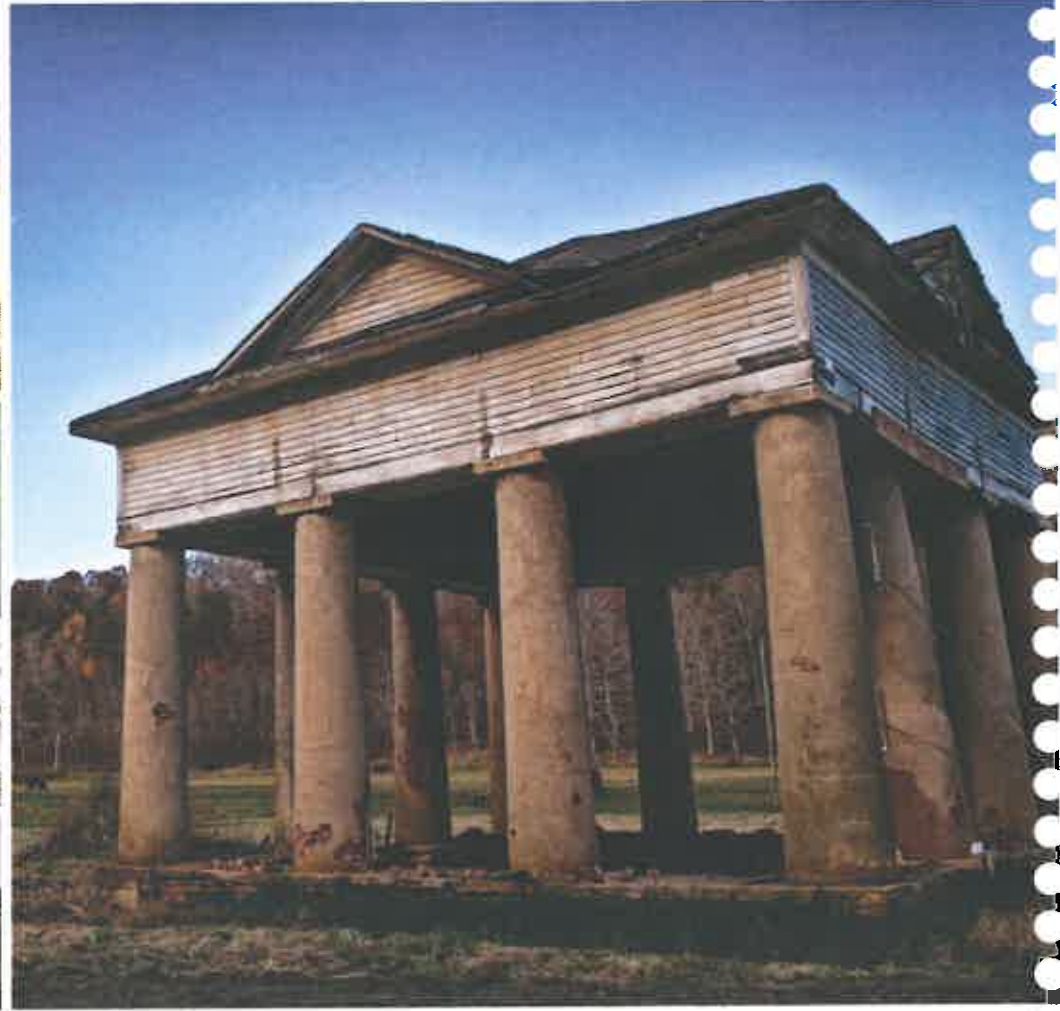
SERVICES : Conditions Assessment Report,
Full Restoration, Maintenance Plan

CONSTRUCTION VALUE :
\$1.5 Million

 **MILLS GROUP**
ARCHITECTURE • PLANNING • PRESERVATION

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

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



Blue Sulphur Springs Pavilion

LOCATION : Blue Sulphur
Springs, WV

CLIENT : Greenbrier County
Historical Society

SERVICES : Historic Structure
Report, Existing Conditions
Assessment, and Stabilization
Documents

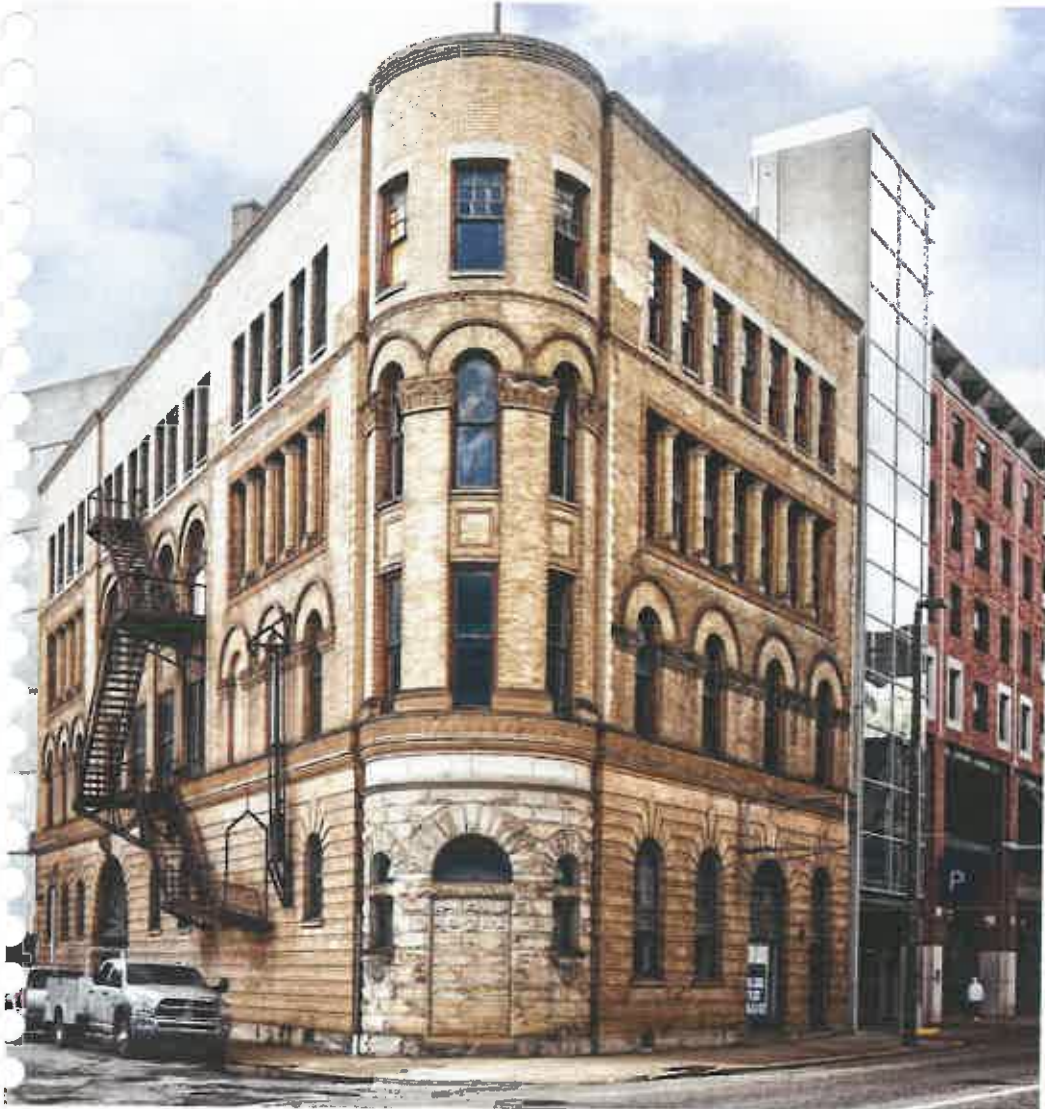
CONSTRUCTION VALUE :
\$1 Million

 **MILLS GROUP**
ARCHITECTURE • PLANNING • PRESERVATION

The Greenbrier County Historical Society chose the Mills Group to conduct an existing conditions assessment, describe the written and architectural history of the Blue Sulphur Springs pavilion and offer a plan for its stabilization and reuse.

The Blue Sulphur Springs Pavilion was constructed ca. 1836 as the centerpiece of a health resort along Kitchen Creek in Greenbrier County, (West) Virginia. Although it was regarded as superior to the other springs in Western Virginia in terms of comfort and beauty, the resort was also not as fashionable as the White Sulphur Springs located 26 miles to the east. As a result of the declining popularity of the resort and nationwide economic instability, the property was transferred into the hands of gentlemen who created Allegheny College, a seminary for Baptist students in 1859. With the outbreak of the Civil War, the college lost both students and several structures, as part of the resort was destroyed by fire in 1863. All that remained of the property was the Greek Revival inspired pavilion which continued to be enjoyed by picnickers throughout the 20th century.

In 2013, the Greenbrier County Historical Society acquired the property and with the Mills Group's help, established a plan to restore the structure. This plan includes reusing as much original material as possible and incorporating the interpretation of the pavilion's history and restoration. The first step of the restoration is to stabilize the existing structure.



The Flatiron Building

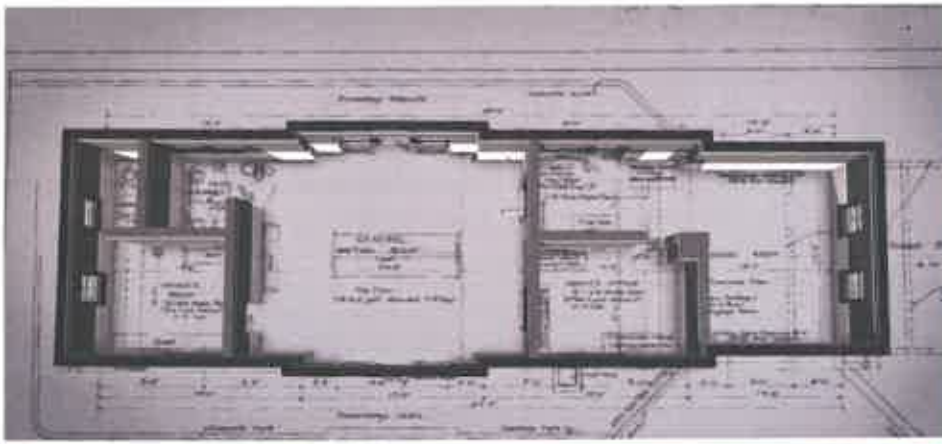
LOCATION : Wheeling, WV
CLIENT : FIBOW Realty, LLC
SERVICES : Architectural Design
Development, Construction Drawings,
Construction Administration
CONSTRUCTION VALUE :
\$1.5 million



Mills Group is excited to be working on the restoration of this unique building. Constructed in 1896 as the Riverside Iron Works Office Building, the building is now being restored into offices on the lower level with apartments on the upper levels.

The first phase of the project is completed with the restoration of the facade and the replacement/rehabilitation of the windows. In addition, a new elevator was installed in the building and new building entry points via access bridging to the Intermodal Parking structure next to the building. This bridging provides covered parking and easy access for future tenants of the apartments.

The second phase is currently underway with upgrades to the building mechanical, electrical and fire protection infrastructure, and renovations to create the apartments on the upper levels.



Berkeley Springs Depot Exterior Restoration

LOCATION : Bath, WV

CLIENT : Town of Bath

SERVICES : Construction Documents,
Bidding & Negotiation, Construction
Administration

CONSTRUCTION VALUE : \$500,000

 **MILLS GROUP**
ARCHITECTURE • PLANNING • PRESERVATION

Mills Group lead the first phase of the Berkeley Springs Depot restoration which was completed in the fall of 2015.

The project, the complete exterior restoration of the depot, included restoration of the masonry facade, wood windows and doors, and the terra cotta tile roof including the adjacent tongue and groove wood eaves and decorative brackets. In addition, site work around the perimeter of the depot including concrete sidewalk replacement, concrete stair and retaining wall repairs, new and refurbished handrails, utility work and landscaping was completed.

Previously, Mills Group had worked with the Town of Bath to salvage the existing terra cotta tile roof. The restoration of the roof was a combination of 70% salvaged tile and 30% newly manufactured custom made Ludowici matching tile. Using the salvaged tile as a template, Ludowici was able to make custom molds to create new tile that blended seamlessly with the salvaged tile.

All work met the US Department of Interior Standards for Historic Preservation.



Capitol Theatre Exterior Restoration

LOCATION : Wheeling, WV
CLIENT : Wheeling National Heritage Area Corporation
SERVICES : Bid Documents and Construction Administration
CONSTRUCTION VALUE : NA



The Wheeling National Heritage Area Corporation (WNHAC) asked the Mills Group to serve as their architectural representative in the restoration of the Capitol Theatre in 2013.

This grand beaux art theatre's terra cotta facade was in need of careful repair, cleaning and repointing. The owners asked the Mills Group to provide assistance in preparing the specifications and bid documents necessary to attract quality contractors. The Mills Group also oversaw the procurement process and aided the owner in selecting a qualified contractor.

The Theatre is once again a grand showplace for top notch performances and Wheeling's amazing history.

Section 2 QUALIFICATIONS OF TEAM





**STATE OF WEST VIRGINIA
GENERAL SERVICES DIVISION**

● **GAI / CSG**
 ● **MG (subconsultant)**



**PRIME CONSULTANT: INVENTORY AND
ANALYSIS OF CAMPUS HARDSCAPE**

PROJECT LEADERSHIP

DAVID GILMORE, PLA, MBA
PRINCIPAL IN CHARGE

TODD SCHOOLCRAFT, PLA, ASLA, LEED® GA
PROJECT MANAGER

INVENTORY AND ANALYSIS

SHANNON SHANK
LANDSCAPE DESIGNER

JAMES YOST, ASLA
LANDSCAPE DESIGNER

JACOB BURNS, ASLA
LANDSCAPE DESIGNER

CONSTRUCTION DOCUMENT PREPARATION

DAVID GILMORE, PLA, MBA
LANDSCAPE ARCHITECT

KENNETH KINDER, PE, CFM
CIVIL ENGINEER

TODD SCHOOLCRAFT, PLA
LANDSCAPE ARCHITECT

SHAUN LONG, PE
STRUCTURAL ENGINEER

SHANNON SHANK
LANDSCAPE DESIGNER

JACOB BURNS, ASLA
LANDSCAPE DESIGNER

JAMES YOST, ASLA
LANDSCAPE DESIGNER



HISTORICAL ARCHITECTURE

MICHAEL MILLS, AIA, NCARB

PAULA SCOTT

DAVE GILMORE, PLA, MBA

Director, Landscape Architecture, Charleston Lead



Dave currently serves as the Director of Landscape Architecture services for GAI Consultant's Community Solutions Group. In this role, he coordinates projects and marketing activities for all of GAI's offices throughout the NE and Midwest region. In this capacity, Mr. Gilmore brings more than 27 years of experience on a diverse range of projects covering all aspects of landscape architectural design in both the public and private sector.

Throughout his career, Dave has been actively involved in a wide variety of challenging projects. His experience includes but is not limited to public outreach and programming, construction document and technical specification preparation, site analysis, schematic design, construction administration, master and land use design (campus, riverfronts, resorts, parks, recreational, residential, industrial, and commercial), streetscape and municipality improvements, landscape and hardscape design, and graphic presentation drawing.

Dave also remains active with the West Virginia University School of Landscape Architecture and has won multiple awards from the American Society of Landscape Architects for his work.

EDUCATION

- MBA Point Park University
- BS Landscape Architecture, West Virginia University

AFFILIATIONS

- American Society of Landscape Architects (ASLA)
- Council of Landscape Architectural Review Board (CLARB)
- West Virginia Chapter (WVASLA)
 - Past WVASLA State Licensing Board
 - Past President
 - Executive Committee Member
 - Chairman, Licensing and Sunset Review Committee
 - Judge, Senior Design Awards, West Virginia University

AWARDS

- Haddad Riverfront Park – American Society of Landscape Architects, Award of Excellence
- National Youth Science Center Master Plan – PAAIA Honor Award
- National Youth Science Center Master Plan – American Society of Landscape Architects, Award of Merit

- Haddad Riverfront Park – WVAIA, Honor Award
- Florida Street Revitalization Master Plan – American Society of Landscape Architects, Award of Merit
- Dupont 'Hyper' Plaza – American Society of Landscape Architects, Award of Merit
- *WV Focus Magazine*, If You Build It They Will Come, July 2015
- Charleston Civic Center Design Competition, First Place
- Top of Rock Design Competition, First Place

Highlighted Professional Experience

- **Kanawha Boulevard Walk and Bikeway Trail Master Plan, Charleston, WV.** Master planning and Bidding document preparation for a two mile bikeway project along a riverfront boulevard along the West Side neighborhood of Charleston, West Virginia. In addition to the addition of a two-way bike line, the team incorporated state-of-the-art stormwater management techniques to showcase the City of Charleston's commitment to water quality and best management practices.
- **"Imagine Charleston" Downtown Urban Revitalization Study, Charleston, WV.** The 2013 Downtown Charleston Redevelopment Plan, as part of a broader Comprehensive Plan for the City, provides a vision toward a sustainable future and creates a dynamic framework for realizing that vision. The result is a plan that provides detailed analysis of the physical framework of the Downtown and recommends strategies that, along with relevant public policy, will help guide growth and development in the City of Charleston. It is long range in its vision, yet it leverages current and upcoming opportunities that will help to achieve the vision.
- **Greenbrier Street Corridor Master Plan, Charleston, WV.** Master Planning and presentation drawings for an urban streetscape design project stretching four blocks along a prominent gateway into downtown Charleston and the WV State Capitol campus. The design team analyzed existing pedestrian and vehicular traffic patterns that had been a safety concern within the community and recommended various traffic calming techniques in response. Additionally, the streetscape was recommended to be enhanced dramatically to serve as a gateway into the downtown area.

- **Slack Plaza Master Plan, Charleston WV.** Master planning and rehabilitation of a large urban plaza in downtown Charleston. The existing plaza had become tired and in disrepair over the years and as result became virtually unutilized by nine to five, daily office employees in the surrounding downtown area. To breathe a breath of fresh air into the plaza, the design team analyzed the factors contributing to the underutilization of the park and responded with a design that will ultimately energize and invite users into the plaza.
- **Charleston Civic Center, Charleston, WV.** Design Competition winner for a 100 million renovation to the Charleston Civic center. Design Highlights include a river trail, new streetscape and entrance features and a new riverfront park and boardwalk.
- **Laidley Street Bus Terminal Enhancement, Charleston, WV.** Rehabilitation of a street that is utilized as the main hub for a regional bus transportation authority. The station is located in the heart of downtown Charleston and was renewed in parallel with an adjacent urban plaza.
- **Brawley Walkway, Charleston, WV.** Renewal of a prominent linear pedestrian corridor that links two major retail districts within Charleston's downtown core.
- **Haddad Riverfront Park, Charleston, WV.** Master planning, public participation services, design, construction and engineering solutions for the renovation of the Haddad Riverfront Park, which is a popular concert, festival and leisure site in downtown Charleston, West Virginia. Among the City of Charleston's project requirements were a retractable canopy to provide protection and visual interest, an overlook plaza and pavilion that extends Court Street to the Kanawha River, an extension of the lower wharf area, a new streetscape design along Kanawha Boulevard, and an event stage for concerts.
- **Kanawha City Corridor Study, Charleston, WV.** Comprehensive planning study for a three mile urban corridor planning study stretching the length of a professional and retail district. The project involved recommendations on how to promote pedestrian activity and revitalizing the vehicular dominated environment into a vibrant village atmosphere.
- **Charlotte's Creek Farm Equestrian Center, Cabell County, WV.** Master planning and bidding documents for a 50 acre equestrian facility. The plan includes both a private residence and a commercial equestrian farm that will be utilized for housing and training show horses.

Streetscape and Urban Revitalization List of Projects

- Downtown Charleston and Near West Side Strategic Plans, Charleston, WV
- Downtown Charleston retail Study, Charleston, WV
- West Side Masterplan Updates, Charleston, WV
- The Commons at Cheat Landing Masterplan, Morgantown, WV
- 40th and 42nd Street Village District Masterplan, Kanawha City, WV
- Charleston Comprehensive Plan, Charleston, WV
- City of Charleston Gateway Design, Charleston, WV
- City of Charleston MS4 Stormwater Manual
- Kanawha Boulevard Streetscape, Charleston, WV
- Court Street Overlook, Charleston, WV
- Citilink Transit Center, Fort Wayne, IN
- Lewisburg Streetscape, City of Lewisburg, WV
- Pennsylvania Street Masterplan, Carmel, IN
- Dupont Road Corridor Improvements, Fort Wayne, IN
- St. Albans Master Plan, St. Albans, WV
- St Albans Phase I, St. Albans, WV
- St. Albans Phase II, St. Albans, WV
- Pennsylvania Avenue Gateway, Charleston, WV
- Florida Street Revitalization Master Plan, Charleston, WV
- Williamson Master Plan, Williamson, WV

Planning and Parks and Recreation List of Projects

- Washington County Parks Recreation and Open Space Plan, Washington, PA
- Cross Creek Park Masterplan, Washington, PA
- Putnam County Parks Recreation and Open Space Plan, Putnam County, WV
- Top-O-Rock Design Competition Winner, Charleston, WV
- Charleston Riverfront Park, Charleston, WV
- Kanawha Boulevard Greenway and Bike Trail, Charleston, WV
- Terra Haute Gateway, Terra Haute, IN
- Valley Park Masterplan, Putnam County, WV
- Lee Way Park, Charleston WV
- Slack Plaza, Charleston WV
- Charleston Gateway Design, Charleston, WV

TODD SCHOOLCRAFT, PLA, ASLA, LEED® GA

Senior Landscape Architect



Todd has over 25 years of experience in the fields of landscape architecture and land planning, with over 33 years of experience in the building and construction industry. Todd has extensive experience managing complex projects and leading multi-disciplined teams of professionals resulting in the successful delivery of numerous quality projects on-time and on-budget. Major areas of specialty include commercial development, military installation design, land planning, public development, site planning and design, park and recreation design, trails and greenways, streetscape design and urban planning, and residential subdivision layout.

Todd is a retired U.S. Army Officer, holding the rank of Major, with over 23 years of time in service in the U.S. armed forces. In the last years of service, he held the position of Operations Officer with the newly formed Chemical, Biological, Radiological, Nuclear or High Yield Explosive Enhanced Response Force Package Team (CERFP Team) with the West Virginia Army National Guard.

Todd was appointed by the governor to the West Virginia State Board of Landscape Architects and served over 9 years as Secretary and Treasurer.

EDUCATION

- B.S. Landscape Architecture, West Virginia University, 1991
- Safe Spaces: ASLA Security Design Symposium, Chicago, IL, 2004
- AQUA Conference Educational Sessions, Las Vegas, NV, 2005
- CERFP Team Training, WV Army National Guard, 2006

REGISTRATIONS

- PLA, West Virginia, 1995
- RLA, North Carolina, 2005
- RLA, Ohio, 2002
- CLARB Certified, 2001
- LEED® Green Associate, 2012

AFFILIATIONS

- WV State Board of Landscape Architects
- American Society of Landscape Architects
- WV Chapter – American Society of Landscape Architects
- Associate Member – AIA West Virginia
- Society of Military Engineers
- National Guard Association
- National Parks Conservation Association
- Rails-to-Trails Conservancy

- WV Nursery & Landscape Association

Highlighted Professional Experience

- **West Virginia 2012 State Capitol Complex Master Plan for the State of WV General Services Division, Charleston, WV. Project Landscape Architect.** Responsible for site inventories, graphics production, document content development, stakeholder meeting coordination, and document generation. As a part of the project team, worked with the WV Department of Administration, General Service Division, to develop a plan that would provide a direction for the improvement and future growth of the Capitol complex. The plan addressed a variety of issues at the complex in a holistic manner, taking advantage of existing assets, while addressing growth needs to establish a 21st century State Capitol Complex.
- **Summers and Christopher Streets Streetscape Concept Master Plan for the Charleston Urban Renewal Authority (CURA) in Charleston, WV. Project Manager.** Responsible for field inventory and analysis, conceptual design and cost estimate preparation. Developed design and concept plans for the development of new streetscape improvements for three blocks of Summers Street and one block of Christopher Street in Charleston's Downtown Village District. Amenities included new concrete sidewalks with brick appointments, brick crosswalks, granite curbing, period light fixtures, wrought-iron benches and trash receptacles, overhead utility relocations, storm sewer improvements, and landscaping. Also prepared cost opinions in unit cost format for use in funding applications.
- **Downtown Nitro Streetscape and Pedestrian Master Plan for the City of Nitro in Nitro, WV. Project Manager.** Responsible for master planning guidance, design, community meeting assistance, and document generation. Developed a streetscape master plan for the city's business district. Design services include base mapping, data collection and analysis, public involvement, stakeholder coordination, preparation of the preliminary and final master plan, and phasing and funding recommendations.
- **Virginia's Chapel Interpretive Roadside Park, Midland Trail Scenic Highway for the Town of Cedar Grove in**

- Cedar Grove, WV.** Project Manager. Responsible for conceptual design, detailed design and construction document quality oversight. Performed field inventory and analysis functions for the final design, as well as periodic inspection services. Provided landscape architecture services for the construction of a roadside park interpretive center with pervious concrete sidewalks, porous asphalt parking, rain garden and other landscaping, benches, trash receptacles, accessible picnic tables, gazebo and interpretive signage for the historic Virginia's Chapel Roadside Interpretive Center along the beautiful Midland Trail Scenic Byway. Services include base mapping, background data collection, concept and final design, bidding, construction management, and construction inspection.
- **Nitro Bank Street Streetscape Improvements for the City of Nitro in Nitro, WV.** Assistant Project Manager. Responsible for concept planning, detailed design, construction document generation, and construction administration. Provided design, bid-phase support, and construction services for streetscape improvements to Bank Street, located in the city's business district. Services include base mapping, background data collection, design plans, construction document preparation, bid-phase support, construction management, and construction inspection.
 - **Kanawha and Putnam County Bicycle – Pedestrian Master Plan for the Regional Intergovernmental Council (RIC) in South Charleston, WV.** Assistant Project Manager. Responsible for field inventory and analysis, and plan preparation and review. Performed a two-phase bicycle and pedestrian circulation study for Kanawha and Putnam Counties. Under Phase I, performed a cursory inventory of existing bicycle and pedestrian facilities, identified areas with a high level of bicycle and pedestrian activity, collected existing resources including traffic volumes and comprehensive plan documents and performed a broad base public outreach effort to identify bicycle and pedestrian issues in Kanawha and Putnam Counties. Under the Phase I effort, incorporated the inventories into a series of public meetings, garnering input from each community and the client, and then summarizing the findings in the Plan. Based on these efforts, a list of recommended improvements to the 2-county area was proposed to improve bicycle and pedestrian safety and user-friendliness throughout the project area.
 - **Pineville Safe Routes to School Sidewalk Improvements for the Town of Pineville in Pineville, WV.** Project Manager. Responsible for design and document quality oversight. Performed field inventory and analysis functions for the final design. Services included site mapping, engineering design, bid phase support, construction administration, and construction inspection services for the Pineville sidewalk improvement.
 - **Pennsboro Trailhead, Old Stone House/Boarding House, and Historic B&O Train Depot Improvements for the City of Pennsboro and the Ritchie County Historical Society in Pennsboro, WV.** Project Landscape Architect. Responsible for concept planning, detailed design, construction documents, bidding, construction administration and construction inspection. The Ritchie County Historical Society, in conjunction with the City of Pennsboro, solicited services for the planning and detailed design of a new trailhead along the North Bend State Park Rail Trail. Site improvements include the first known use of pervious or porous asphalt in West Virginia as the pavement surface for the parking area. A rain garden/bio-retention swale was also included as some of the green, sustainable design solutions proposed. Construction administration and inspection services were provided for the trailhead work, plus restoration of the Old Stone House and Boarding House, built in 1810. Now a museum, the Old Stone House/Boarding House once served as an inn for Americans heading for the frontier to rest their weary bones before continuing westward. Construction services also included the continued restoration of the historic B&O Railroad Depot in Pennsboro, also currently serving as a museum. This project was awarded an ASLA Merit Award.
 - **Brooke-Hancock County Veterans Memorial Park for the Brooke County Commission and Brooke-Hancock County Veterans Memorial, Inc. in Weirton, WV.** Project Manager. Responsible for conceptual design, detailed design, construction documents, bidding, and construction administration. Developed a concept plan for the expansion of the Veterans Memorial Park in Weirton. Improvements to the Park included brick sidewalks, parking, lawn area, Vietnam-era fighter jet display, WWII naval anchor, and a 911 Twin Towers display. The 911 Monument consisted of a contemplation garden with a bench and sculpture constructed from steel salvaged from the aftermath of the Twin Towers site in New York City. Landscaping, lighting, and grading improvements were also included in the final design.

KENNETH KINDER, PE, CFM

ENGINEERING MANAGER



Mr. Kinder specializes in civil engineering design for civil engineering projects including civil site design, erosion and sediment control, stormwater management, hydraulic modeling, floodplain permitting, wastewater treatment, geotechnical solutions, surface and underground coal permitting, limestone quarry permitting, and solid waste landfill design.

As a project manager, Mr. Kinder ensures accuracy of work, meets schedule requirements, and maintains excellent client relationships. He develops engineering calculations, prepares project drawings, generates contract documents and specifications, and completes engineering reports.

Mr. Kinder is a registered Certified Floodplain Manager (CFM) and provided services to the Kanawha County Planning Commission to complete a third party technical review of an HEC-RAS analysis submitted to the County. His software skills include AutoCAD, Flowmaster, Culvertmaster, StormCad, PondPack, SedCad, Win TR-55, HEC-HMS, and HEC-RAS.

EDUCATION

- B.S. Civil Engineering 2003, West Virginia University Institute of Technology

REGISTRATIONS

- Professional Engineer, WV License No. [REDACTED]
- Certified Floodplain Manager (CFM)
- Troxler Nuclear Density Operator, 2001
- MSHA 8-Hour Safety Refresher, 2011
- HAZWOPER 40-Hour Safety Training, 2012

Highlighted Professional Experience

- Project Engineer for civil site design including: preparing erosion and sediment control plans, designing utility systems, site layouts and grading plans, and designing surface drainage including storm sewer systems and stormwater detention and retention ponds. Prepared permit applications for WVDEP construction stormwater permits, WVDOH MM-109 permits, and floodplain development permits
- Project Engineer for geotechnical work including developing boring layouts, coordinating geotechnical drilling, and using the gathered information to develop grading plans, design rock toe keys as needed for impoundments and valley fills, develop slope stability analyses, and to assist with foundation design for buildings, bridge abutments and retaining walls.
- Project Engineer for preparing design and construction documents for municipal solid waste and industrial waste (coal combustion byproduct) landfill cells and caps. Work included developing stormwater control plans, design of leachate collection systems, design of liner systems for leachate collection and leak detection systems. Work also included preparing construction drawings, technical specifications, and an engineer's estimate of probable construction cost.
- Project Engineer for hydraulic analyses and permit application preparation for developments proposed within the FEMA regulatory floodplain. Work included coordinating with community floodplain managers, preparation of HEC-RAS hydraulic analyses, adjusting proposed grading plans or bridge layouts as required to maintain compliance with the National Flood Insurance Program Prepared elevation certificates and FEMA Letters of Map Amendments.

SHAWN LONG, PE

CIVIL TECHNICAL LEADER



Shaun has over 10 years of civil engineering experience along with multiple years of project management experience. He has demonstrated talent for designing and managing various projects. He is a resourceful leader possessing exceptional communication, problem solving and organizational skills. He has experience doing bridge inspection, bridge design, and plan preparation. He is proficient in design based on the LRFD code and has designed various components using steel, reinforced concrete, prestressed concrete, post tensioned concrete, and timber. He is very skilled in using various bridge analysis and design software programs.

Shaun's experience gained during his graduate studies includes various structural designs and methodologies, evaluating transportation systems, transportation planning, and traffic analysis. Shaun is knowledgeable in some of the latest traffic analysis and vehicle emissions software packages.

EDUCATION

- MS, 2011, Engineering, Marshall University, focus in Transportation and Structures
- BS, 2005, Civil Engineering, WV University Institute of Technology

REGISTRATIONS

- Professional Engineer
– West Virginia, 2010, [REDACTED]

AFFILIATIONS

- American Society of Civil Engineers (ASCE), [REDACTED]
- Prestressed Concrete Institute (PCI), [REDACTED]

CERTIFICATIONS AND TRAINING

- "NHI Course 130055, Safety Inspection of In-Service Bridges", Charleston, WV, May 14-25, 2012
- "NHI Course 130078, Fracture Critical Inspection Techniques for Steel Bridges", Mechanicsburg, PA, October 28-31, 2014
- Bridge Access Climbing Training, University of Ohio, 2007 Registrations

Highlighted Professional Experience

- **16th Street Entrance/Exit Ramps for WV Department of Transportation in Huntington, WV.** Civil Engineer. During the pursuit, ran synchro models to prove that the offset T intersection configuration could operate more efficiently than the more costly preferred alignment. This modelling helped secure the contract. Designed the exit ramp bridge superstructure and substructure. The project was two simple span ramp bridges with spans of 155' and 116'.
- **Coonskin Design-Build for Swank Construction Company in Charleston, WV.** Project Manager. Served as lead designer and teamed with contractor during design build pursuit to come up with most cost efficient solution. The bridge is a 3 span continuous steel structure over the Elk River. The odd span layout helped to stay out of a very environmentally sensitive portion of the river.
- **Kanawha River Bridge for Brayman Construction Company in Charleston, WV.** Civil Engineer. Responsibilities included a full 3-D model of the bridge, updating construction stages, and design of land piers. Analysis included box erection and tensioning at every construction stage. Baker's Charleston, WV office redesigned seven piers for the contractor and performed a complete analysis of the superstructure and substructure to properly size the piers.
- **Twelvepole Creek Bridge for WV Department of Transportation, Division of Highways in Ceredo, WV.** Civil Associate. Responsible for Analysis of Twin Structures and design of Main River Piers. Baker was responsible for updating and enhancing existing replacement plans using the AASHTO LRFD Bridge Design Specifications, 4th Edition, 2007 for this complex bridge replacement project. The structure is a twin bridge, prestressed concrete beam superstructure made continuous for live load. It is situated on concrete pile and caisson foundations carrying east and westbound traffic of I-64 over Twelvepole Creek.

JAMES YOST, ASLA

Senior Landscape Designer



James provides experience with on-site project inspections and group management. Providing a strong background in graphic details and site design, he will serve as a vital role in the creation and development of each project. He was recognized by the West Virginia American Society of Landscape Architects as one of three Honor Award recipients from his works completed at West Virginia University. James also adds the ability to communicate to the public and clientele to accomplish a collaborative design approach to all projects.

James has extensive knowledge of rendering and graphics tools such as the Adobe Suit, SketchUp, SU Podium, ArcMap, and AutoDesk Software. By utilizing these programs he is able to provide visual assistance in all areas of project development. Areas include: project presentation, project funding, advertisements, proposal and qualification statement documentation, rendered master plans, and site specific renderings.

EDUCATION

- BS Landscape Architecture, West Virginia University

AFFILIATIONS

- American Society of Landscape Architects (ASLA)
- WV Chapter – American Society of Landscape Architects

Highlighted Professional Experience

- **Forks of Coal State Natural Area, Alum Creek, WV.** Assisted in the developed of a concept master plan for the West Virginia Division of Natural Resources project at the Fork of Coal. The master plan consisted of creating nature trails, outdoor educational areas, new building development, and access to fishing along both the Big and Little Coal River.
- **Hatfield Cemetery Park and Trail Masterplan, Sarah Ann, WV.** Developed a concept masterplan for the new tourist destination centered around the Hatfield McCoy Convention and Visitors Bureau. The developed master plan consisted of a new access bridge, parking with a bus loop, and nature trails leading to the cemetery site. The imagery was used to gain grant and private funding towards the project, which has been successful and the first phase of development has been funded and will begin construction in the near future.
- **Beech Fork State Park Lodge Development, Lavalette, WV.** Collaborated with ZMM Architects and Engineers to perform on-site inventory and analysis for the review of a 75 room lodge and conference center to be positioned along Beech Fork Lake. Developed a preliminary concept master plan, road alignment, earth work calculations, and slope analysis maps were completed to determine a feasible budget for the project.
- **Wheeling Comprehensive Plan, Wheeling, WV.** Responsible for the majority of work related to the preparation of mapping and graphics from existing sources and to also upgrade mapping as needed using ArcMap 10.1. Teamed up with Compass Point Planning we conducted several stakeholder interviews, public meeting and workshops. Together we lead the community in small breakout groups during the design charrette phase to help develop a conceptual plan and narrative needed for the Wheeling steering committee.

JACOB BURNS, ASLA

Landscape Designer



Jacob specializes in landscape architecture, master planning, and graphic visualization. Additionally, Mr. Burns previously worked in the surveying and construction monitoring field, which assists in his ability to bring a concept from drawings to reality. Mr. Burns has been involved in a large variety of projects during his professional career, which has helped him to develop a diverse skillset.

Jacob is proficient with Adobe Creative Suite, AutoCAD, SketchUp, and ArcGIS. He also utilizes hand rendering skills to quickly express design intent. Mr. Burns utilizes his diverse skillset to create quality work and projects.

EDUCATION

- BS Landscape Architecture, West Virginia University

AFFILIATIONS

- American Society of Landscape Architects (ASLA)
- WV Chapter – American Society of Landscape Architects

Highlighted Professional Experience

- **Brawley Walkway, Charleston, WV.** Served as a Landscape Designer for the renewal of a prominent pedestrian corridor that links two major retail districts within Charleston's downtown core. In addition to developing concepts, master planning, and construction documentation, Mr. Burns was also part of the construction administration team for the project.
- **Court Street Streetscape Improvements, Charleston, WV.** A spin-off project from the Brawley Walkway master plan, Mr. Burns assisted with the conceptualization of the space, construction documentation, and administration throughout the construction of project.
- **Greenbrier Street Corridor Master Plan, Charleston, WV.** Mr. Burns worked as a Landscape Designer on an urban streetscape design project stretching four blocks along a prominent gateway into downtown Charleston and the West Virginia State Capitol campus. The design team analyzed existing pedestrian and vehicular traffic patterns that had been a safety concern within the community and recommended various traffic calming techniques in response.
- **West Virginia State Capitol Campus Security Enhancements, Charleston, WV.** Mr. Burns served as a Landscape Designer for a security enhancements project at the West Virginia Capitol Campus. Mr. Burns worked on developing construction documents as well as assisting with construction administration of the project.
- **Kanawha Boulevard Walk and Bikeway Trail Master Plan, Charleston, WV.** Landscape Designer for a nearly two mile bikeway project along a riverfront boulevard in the West Side neighborhood of Charleston, WV. His responsibilities on the project included providing CAD support, developing landscape plans, creating presentation graphics, and assisting with construction administration.



BIOGRAPHY

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

EXPERIENCE

**Michael
Mills**
AIA, NCARB

**MANAGING
PRINCIPAL**

EDUCATION

BS. ARCHT / 1993 / RENSSELAER
POLYTECHNIC INSTITUTE

PROFESSIONAL REGISTRATIONS

WEST VIRGINIA
VIRGINIA
OHIO
PENNSYLVANIA
MASSACHUSETTES

2016 WWSHPO Grant Monitor - Various, WV

Since 2006, Mills Group has been awarded an annually competitive contract with the West Virginia State Historic Preservation Office to provide technical assistance and grant monitoring. Various state-wide grant projects range from masonry and window restoration to roof replacement and exterior millwork rehabilitation.

Downtown Morgantown Design Guidelines-Morgantown, WV

Mills Group is working to transform Morgantown's downtown business district with a new set of design standards. The plan involves evaluating the existing development and design for the downtown and then creating a three dimensional design of the town to reflect the varied topography and existing conditions.

WV Veterans Memorial- Charleston, WV

Mills Group intensely suveyed the West Virginia Veterans Memorial site and structure April 3, 2013. The general overview involved a visual condition assessment of the structure's components utilizing the standard Uni-format outline to ensure all issues were addressed in a logical order. Additionally, Mills Group composed an Operations and Maintenance Manual to ensure the monument's long-term care.

Lynnside Manor Historic Structure Evaluation/ Rehabilitation Tax Credit Project - Sweet Springs, WV

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

BIOGRAPHY

Paula has three years of experience documenting historic properties throughout the United States. She is well versed in Federal, state, and local preservation laws and enjoys developing historic contexts and completing field surveys. Paula is experienced in completing historic structure assessments, authoring individual and historic district nominations for the National Register of Historic Places, and designing interpretive and educational graphics for historic sites.

EXPERIENCE

Suncrest Intensive-Level Architecture and History Survey - Morgantown, WV

Authored final report on intensive architecture and history survey completed in 2016.

Moorefield Intensive-Level Architecture and History Survey – Moorefield, WV

Evaluated over 300 previously- and newly-surveyed resources for potential inclusion in existing Moorefield Historic District.

Shepherdstown Design Guidelines- Shepherdstown, WV

Evaluation of existing design guidelines to enhance and update the Design Guidelines for Shepherdstown Historic District.

St. Mary's Church – Petersburg, WV

Documentation of existing conditions assessment for the rehabilitation of the St. Mary's Parish. Also included is the conceptual design and building set for an addition.

Columbia Club – Weston, WV

Assessment and preparation of a Historic Structures Report for the Columbia Club Building. Site visits, historic data collection and research, conditions assessment are included within the report.

Palace of Gold – New Vrindaban, WV

Completed historic structure assessment and report to produce a National Register of Historic Places Nomination for the Palace of Gold.



Paula Scott

PRESERVATION /
HISTORIAN

EDUCATION

BIS / ARCH. STUDIES &
INTERIOR DESIGN HISTORY /
2015 / ARIZONA STATE
UNIVERSITY





Section 3 PROJECT APPROACH AND PLAN

PROJECT UNDERSTANDING

It is our understanding that the intent of the project is to evaluate the condition of the Capital Campus hardscape and recommend a comprehensive approach to systematically returning all walking surfaces outside of the buildings to a safe condition while maintaining an architectural and aesthetic continuum. This effort will require the participation of a diverse stakeholder group representing the various campus interests including but not limited to SHPO, General Services, Capital Building Commission, Maintenance and Capital Security.

Through thorough research and documentation, both perimeter and interior areas of the campus hardscape will require varying degrees of improvements. This charge requires the establishment of a design language for the overall campus environment that speaks to the architectural and cultural heritage of this beautiful campus. Plantings, buildings, memorials, furniture/site elements and views to/from the surrounding community all constitute that current setting. Hardscape improvements need be designed to fit that language while performing their intended function. They must fit the campus landscape and become “contributing” elements to the overall fabric of the campus landscape.

As this plan is formulated, it must guide and enhance the future development of the campus landscape as it is implemented incrementally over time. This plan will identify opportunities to enhance the long-term environmental and sustainability qualities of the campus and will seek to maximize those opportunities.

This plan is also to include a compendium of agreed-to material standards to ensure consistency and minimum level of quality as this plan is implemented. Additionally, the phased implementation of these recommendations as physical site development is thought to be directly and immediately coupled with this planning process, including the initial phase. The end result will be a campus-wide hardscape improvement plan that can seamlessly transition to design documents and construction drawing services for the initial phase (and beyond) of physical improvements.

As a point of beginning for this planning endeavor, this design team will build upon the current recommendations of the comprehensive campus master plan, as well as other past documents relative to campus systems and key facilities/places to take full advantage of resources already expended.

PROJECT APPROACH AND PLAN

Goal #1: Evaluate existing hardscape Conditions and Prioritize Repairs.

Task 1 – Site Review, Research and Programming

1. Site Visit and Records Research

GAI / CSG will visit the site and review the property for the purpose of identifying design constraints, utility identification and other site related concerns. This will include review by the project team with regard to topography, ingress and egress, maintenance of traffic and storm water management. GAI / CSG will review historical photographs, prior studies, and most importantly, any relevant construction plans if available from the Owner. Specific items not already identified on the existing mapping will be noted and reported to the Owner. Interviews with General Services Division personnel knowledgeable of the site will also be conducted to determine the location of lighting control panels, electrical circuits, storage facilities etc.





2. Program Development

GAI / CSG will facilitate an initial programming meeting with the Owner. The purpose of the meeting will be to discuss and identify the anticipated goals and objectives of the project stakeholders with representation from the Capital Building Commission, SHPO, General Services, Facilities and Maintenance, and Capital Security. This effort will establish a program of needs, critical development issues, dates of completion, project budgeting, schedule, project management protocol, and to identify any specific design requirements that may be required to complete the final report and presentation drawings. The meeting will also include maintenance/operations directors and others as deemed germane to the long-term function and upkeep of the campus.

3. Base Map Creation

GAI / CSG will create a current conditions base plan to act as the basis for moving forward with future conditions planning. All base survey information necessary for this exercise is to be provided by Owner or readily available from a third-party source.

Deliverables to Owner

Base campus plan, interview meeting minutes, Goals & Objective statements.

Task 2 – Inventory and Analysis

1. Site Analysis

GAI / CSG Consultants will perform necessary site analyses

of the overall campus to determine the optimum location for the proposed program elements to be included in the design. Additional information such as past reports, previous studies etc. provided by the Owner will also be reviewed and included in our analyses for the preparation of the conceptual development drawings.

GAI / CSG Consultants anticipates the following as necessary elements to be analyzed in some capacity:

- Adjacent & Intrinsic Land Use
- Public Infrastructure
- Perceptual Qualities: Visibility, Views, Noise and Site Amenities
- Historical Quality
- Existing Structures
- Vehicular and Pedestrian Circulation

Conduct general assessment of existing site conditions, perform limited photography and identify issues/problem areas, opportunities and constraints. Assessment will focus on key campus systems including:

- Building arrangements and enclosed spaces
- Vehicle circulation, access and service areas
- Parking lots
- Lighting and security camera systems
- Major open spaces, amenities and natural features

- Pedestrian and bicycle circulation
- Sustainability opportunities
- Campus edges / visibility
- Campus entries and destinations
- Regional and community Issues / Opportunities, connections to neighborhoods

Assess the overall campus organization including architectural massing, building edges and the outdoor spaces they form and their contribution to the overall campus character.

- Assess apparent hardscape deficiencies and areas of concern.
- Prepare graphic materials to communicate assessment results.
- Conduct work session with project committee to discuss the findings of above and solicit input.

Deliverables to Owner

Analysis plan with supporting photo images presented in PowerPoint format with hardcopies made available.

Task 3 – Schematic Design

1. Framework Plan

Working with the Owner and their representatives, we anticipate developing a plan and phasing scenario, with optional configurations within specific areas, to address the overall property. We will work with your described vision of the site and suggest creative and aesthetic options..

- Study individual vehicle and pedestrian access points into campus and security devices/practices needed by each.
- Study streetscapes of Greenbrier, Kanawha and California, service drives/courts and connecting walks and security devices/practices needed for each.
- Develop/identify campus interior and perimeter hardscapes by type/location.
- Craft preliminary hardscape materials and design for these above areas. Consideration will be given to sustainable features, significant landscape features and amenities.
- Internal Design Team meetings.
- Develop a comprehensive Framework Plan depicting the above with supporting photographic images and details.
- Conduct working session with Project Committee and Capitol Building Commission representatives to discuss the findings of above and solicit input.

- Identify potential project(s) to go into design development.

Deliverables to Owner

Schematic hardscape improvements plan, Campus-wide preliminary implementation areas identified, presented in PowerPoint format with hardcopies made available.

Task 4 – Geotechnical Investigation

GAI / CSG will conduct a geotechnical exploration for up to 12 areas slated for new construction if proposed projects elements require. The purpose of the exploration is to determine subsurface conditions and soil parameters for use in designing foundations for the proposed structures and renovations. Borings shall be placed at representative foundation and excavation locations so access to the site for a drill rig will be required. If necessary, GAI / CSG will repair penetrations in the existing concrete or asphalt with a concrete patch. Soil from the borings will be returned to the hole prior to patching and additional spoil will be hauled off and disposed of. GAI / CSG will maintain good housekeeping throughout the drilling program to minimize final clean-up efforts.

Task 5 – Final Design

1. Final Capital Campus Hardscape Restoration Plan

After the Owner and various stakeholders have reviewed and commented on the Framework Plan, the design will be modified accordingly to produce a Final Capital Campus Hardscape Restoration Plan. We understand that during the planning stage this will be a fluid process and we have assumed one significant round of comments to the Framing Plan and two minor rounds of comments during this stage of the design.

GAI / CSG will prepare the final plan and presentation drawings which shall convey the team's objectives in a clear and highly communicative manner. A color rendered final plan with supporting graphic images will be presented and become the property of the Owner.

- Develop site plans and specific design criteria for campus sub-areas.
- Integrate the geotechnical report into the final document.
- Identify and prioritize areas of the hardscape improvements and develop specific design criteria

for their security/aesthetic development with prescriptive design graphics for communication.

- Prepare draft campus-wide plan, color rendered for presentation.

2. Recommendations

Design Criteria

Develop specific design criteria for a wide range of Campus-wide security for prioritized repairs or replacements to be considered and a line item estimate for the repairs of:

- Sidewalks
- Entranceways
- Plazas
- Promenades
- Steps

Working Session

Conduct working session with Project Committee to discuss the findings of above and solicit input.

3. Implementation Strategy

Project Prioritization

Develop a listing of development projects and prioritize repairs into project sized parcels considering safety, continued access to maximum extent, worst first, high traffic areas and reasonable project sizes ranging from relatively small, simple improvements to more complex. Prioritize the projects with other campus development projects in mind and an understanding of the immediate needs requiring attention as determined by the final report. Determine a general phasing for use by the Client in the capital budgeting process.

Preliminary Cost Opinions

A preliminary phasing cost opinion derived from the final report shall be submitted for review and discussion.

Working Session

Conduct working session with Project Committee to discuss the implementation and phasing strategy and determine any desired modifications.

Deliverables to Owner: Capitol Campus Hardscape Improvement Plan in bound form and in digital format with source files (PDF).

- Development project listing, in some chronological order of implementation with general project scope and budget estimate for phases.

- Specific design criteria for each recommendation category, policies & procedures statements, presented in PowerPoint format with hardcopies made available.
- Campus-wide plan, sub-area plans, presented in PowerPoint format with hardcopies made available.

Goal #2: Construction Drawings:

1. Design Development

At the Owners request, the project(s) identified and outlined in the final hardscape report will be advanced to a complete Design Development level including site design, civil, structural and electrical engineering efforts. The design development effort will result in the following plan set:

Design Development drawing package:

- Cover Sheet
- Existing Conditions Plan
- Layout & Materials Plan
- Grading and Drainage Plan
- Utility Plan
- Site Construction Details, preliminary

2. Construction Documents

GAI / CSG will produce a construction document package for the implementation project(s) previously identified. The construction package will reflect and refine the design elements arrived at in the Design Development phase. We anticipate that some or all of the following drawings to be included in the package, depending on ultimate scope of the construction package:

Construction drawing package:

- Cover Sheet
- Erosion and Sediment Control Plan
- Existing Conditions Plan
- Demolition Plan
- Grading and Drainage Plan
- Utility Plan
- Layout & Materials Plan
- Erosion and Sediment Control Details
- Site Construction Details
- Special Storm Water Management Details

3. Project Specifications

GAI / CSG will provide the appropriate technical specifications in Masterspec format and front end documents in AIA format to complete the work.

4. Final Cost Opinion

GAI / CSG will prepare and issue a Final Engineers Estimate with updated quantities based on the construction drawings.

5. Permitting

GAI / CSG shall prepare and submit required permit applications to applicable regulatory agencies as needed. Regulatory comments are considered incidental to this task and shall be handled under this scope.

Project Meetings

GAI / CSG and their sub-consultants will perform project design meetings as required to complete the project with regard to:

- Design meetings
- Capital Building Commission Presentation
- Pre Bid meeting
- Pre-Construction meeting
- Bi-monthly Progress meetings
- Miscellaneous site meetings

6. Construction Administration

GAI / CSG will perform construction administrative duties for the project elements with regard to:

Bidding Assistance

- Attend a pre bid meeting.
- Answer technical questions.
- Bid review.

Construction Administration

- Performing a pre-construction meeting with the selected contractor.

- Review and approval of shop drawings.
- Perform periodic site visits and progress meetings during construction to confirm progress and compliance with construction documents and specifications.
- Preparation of meeting minutes.
- Answer RFI's.
- Pay request review and approval.
- Change order preparation.
- Final site inspection / punch list development.
- Project close-out.

7. Supplemental Services (reserved per owner's request)

At the request of the owner and as funding becomes available, GAI / CSG will prepare additional scope of work proposals as needed for the following services in order to complete future projects as identified in the initial master plan phasing report.

1. Construction drawings / CA services for future phasing

GAI / CSG will produce design development drawings, construction document packages, and perform CA services as previously outlined in goal #2 at the request of the Owner for future implementation projects previously identified in the planning study as funding becomes available .

REFERENCES

GAI / CSG

Matthew W. Brown, Security Systems Manager

Division of Protective Services - Capitol Police

304.558.9911 | matthew.w.brown@cappd.wvsp.gov

David Molgaard, City Manager

City of Charleston

304.348.8014 | david.molgaard@cityofcharleston.org

Susie Salisbury, Vice President, Community Development

Charleston Area Alliance

304.340.4253 | ssalisbury@charlestonareaalliance.org

Dan Vriendt, Planning Director

City of Charleston

304.348.8105 | dan.vriendt@cityofcharleston.org

Chris Knox, City Engineer

City of Charleston

304.348.8106 | chris.knox@cityofcharleston.org

Ric Cavender, Executive Director

Charleston Main Streets

304.767.9269 | ric@charlestonmainstreets.org

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: GAI Consultants, Inc

Authorized Signature: [Signature] Date: 12-00-17

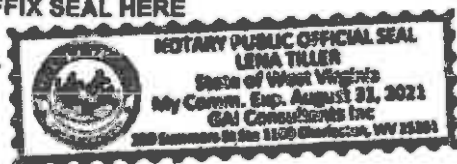
State of West Virginia

County of KANAWHA to-wit:

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

My Commission expires August 31, 2021.

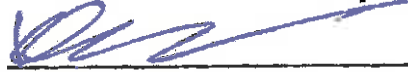
AFFIX SEAL HERE



NOTARY PUBLIC [Signature]

Purchasing Affidavit (Revised 07/07/2017)

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)
Dave Gilmore, PLA, MBA

(Printed Name and Title)
300 Summers Street, Suite 1100, Charleston, WV 25301

(Address)
304.926.8100 / 304.926.8180

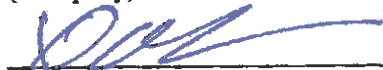
(Phone Number) / (Fax Number)
d.gilmore@gaiconsultants.com

(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.

GAI Consultants, Inc.

(Company)



(Authorized Signature) (Representative Name, Title)

Dave Gilmore, PLA, MBA, Charleston Office Leader

(Printed Name and Title of Authorized Representative)

December 20, 2017

(Date)

304.926.8100 / 304.926.8180

(Phone Number) (Fax Number)

West Virginia Ethics Commission
Disclosure of Interested Parties to Contracts

(Required by W. Va. Code § 6D-1-2)

Contracting Business Entity: GAI Consultants, Inc. Address: 300 Summers Street, Suite 1100
Charleston, WV 25301

Authorized Agent: Jessica S. Chambers CEOI Address: 2019 Washington St. E, Charleston WV 25305

Contract Number: 0211 GSD1800000001 Contract Description: Capitol Complex Landscape

Governmental agency awarding contract: General Services Division

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.

The Mills Group

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.

Tony Morrocco, P.E.

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: [Signature] Date Signed: 12/20/17

Notary Verification

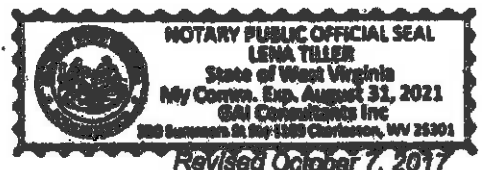
State of West Virginia, County of KANAWHA

I, Lena Tiller, 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

[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: _____





**COMMUNITY
SOLUTIONS
GROUP**

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300 Summers Street, Suite 1100
Charleston, West Virginia, 25301
T 304.926.8100
gaiconsultants.com

A GAI Consultants, Inc. Service Group