



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

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

Proc Folder: 426022

Doc Description: A&E SVC for facilities Summersville Lake & Frozen Camp WMA

Proc Type: Central Contract - Fixed Amt

Date Issued	Solicitation Closes	Solicitation No	Version
2018-02-23	2018-03-29 13:30:00	CEOI 0310 DNR1800000004	1

BID RECEIVING LOCATION

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

VENDOR

Vendor Name, Address and Telephone Number:

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

03/28/18 12:06:06
 Purchasing Division

FOR INFORMATION CONTACT THE BUYER

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

Signature X

FEIN # 550516286

DATE 3/26/2018

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

West Virginia Ethics Commission
Disclosure of Interested Parties to Contracts

(Required by W. Va. Code § 6D-1-2)

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

Morgantown, WV 26501

Authorized Agent: Richard A. Colebank Address: _____

Contract Number: CEOI 0310 DNR1800000004 Contract Description: A/E Services for Summersville

Lake & Frozen Camp WMA

Governmental agency awarding contract: _____

Check here if this is a Supplemental Disclosure

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

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

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

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

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

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

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

Signature: [Handwritten Signature] Date Signed: 3-26-18

Notary Verification

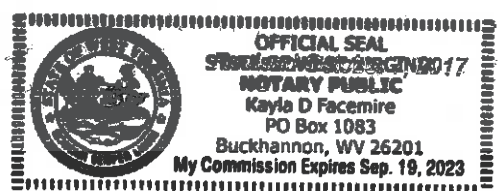
State of West Virginia, County of Upshur

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

Taken, sworn to and subscribed before me this 26th day of March, 2018.

[Handwritten Signature]
Notary Public's Signature

To be completed by State Agency:
Date Received by State Agency: _____
Date submitted to Ethics Commission: _____
Governmental agency submitting Disclosure: _____



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

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

DEFINITIONS:

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

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

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

AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: Alpha Associates, Inc

Authorized Signature: [Signature] Pr. 4600 Date: 3-26-18

State of West Virginia

County of Upshur to-wit:

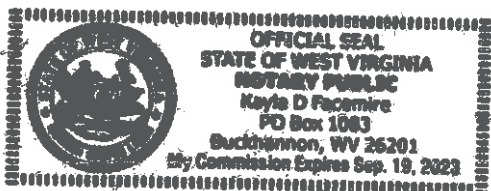
Taken, subscribed, and sworn to before me this 26 day of March, 2018.

My Commission expires Sept. 19, 2023.

AFFIX SEAL HERE

NOTARY PUBLIC

[Signature]
Purchasing Affidavit (Revised 01/19/2018)



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



(Name, Title)

Richard A. Colebank, President & COO

(Printed Name and Title)

209 Prairie Ave. Morgantown, WV 26501

(Address)

304-296-8216/ 304-296-8245

(Phone Number) / (Fax Number)

rick_colebank@thinkalphafirst.com

(email address)

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

Alpha Associates, Inc
(Company)



(Authorized Signature) (Representative Name, Title)

Richard A. Colebank, President & COO

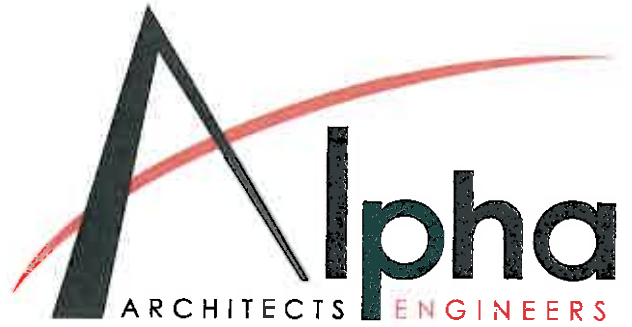
(Printed Name and Title of Authorized Representative)

3/36/18

(Date)

304-296-8216/ 304-296-8245

(Phone Number) (Fax Number)



The Division of Natural Resources

Facilities for Summersville Lake & Frozen Camp WMA

Engineering and Architectural Services

March 29, 2018



Contact Person:

Richard Colebank, PE, PS
Alpha Associates, Incorporated
209 Prairie Ave.
Morgantown, WV 26501
304-296-8216
Rick.colebank@thinkALPHAfirst.com

think  first.com



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March 29, 2018

West Virginia Department of Natural Resources
Purchasing Division
2019 Washington St. East
Charleston, WV 25305

Attn: Mr. Guy Nisbet

RE: CEOI 0310 DNR1800000004
A/E Services for facilities at Summersville Lake and Frozen Camp WMA

Dear Mr. Nisbet,

Alpha Associates, Incorporated is pleased to submit this expression of interest for architectural and engineering services to the West Virginia Division of Natural Resources for the for facilities at Summersville Lake WMA and Frozen Camp WMA. The Alpha Team's experience and appreciation of the area make us the perfect design partner on this exciting new project.

Throughout our 49 years, Alpha has provided architectural and engineering services in the entire State of West Virginia, including several projects for the WV DNR, including projects at Berkeley Springs Bathhouse and Spa, Tygart Lake State Park, Watters Smith State Park, the Spring Run Fish Hatchery and Coopers Rock State Park. In the section of this Statement of Qualifications labeled "Related Experience" you will find our related experience that gives us the expertise to successfully see this project through from the design process to completion. This experience includes numerous similar projects including the South Berkley Fire Station that contains many of the same items. We also are currently designing the multi-purpose and Lab buildings for the West Virginia Division of Highways District 7 in Weston.

Project Understanding

The Division of Natural Resources plans to partner with an architectural and engineering firm to provide necessary professional services for the design of two headquarters and maintenance areas at Summersville Lake WMA in Nicholas County and Frozen Camp WMA in Jackson County. In addition to design

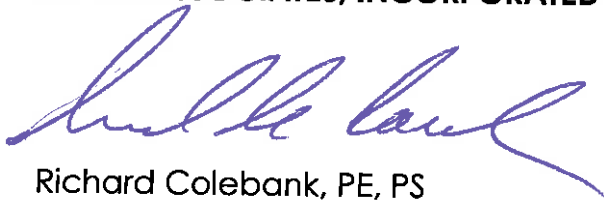
services, the DNR is looking for a firm to provide construction contract administration services throughout the construction phase. Both facilities may include offices, sleeping and living quarters, equipment storage, and maintenance areas. Work also may include the aforementioned facilities as well as any other necessary ancillary work. We understand the process and concerns and will work to provide the DNR with a problem free, economical project that will serve the needs of the Department for decades to come.

Summary

Alpha Associates, Incorporated is looking forward to building upon an already successful relationship with the West Virginia Division of Natural Resources. We hope to work with the DNR to design facilities that showcases the wildlife and natural resources around The Great State of West Virginia. We look forward to further discussing our qualifications and your upcoming projects for facilities at Summersville Lake and Frozen Camp WMA Please contact me (304) 296-8216 extension 102. Thank you for your time and consideration.

Sincerely,

ALPHA ASSOCIATES, INCORPORATED



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



FIRM PROFILE

Firm Profile

FIRM NAME

Alpha Associates, Incorporated

OFFICE LOCATIONS:

209 Prairie Avenue
Morgantown, West Virginia 26501

535 West King Street
Martinsburg, West Virginia 25401

INCORPORATED

1969; Morgantown, WV

FIRM PRINCIPALS

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

NUMBER OF EMPLOYEES

22 Employees

SERVICES

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

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



STATEMENT OF QUALIFICATIONS

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

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

Everyone at Alpha, from the president to the administrative staff, works towards the goal of completing successful projects. Our principals are involved with projects from the earliest stages right through final completion and beyond. They will provide frequent updates on the project by using effective communication tools to manage the projects and all the involved parties. Our skilled staff of 22 architects, engineers, surveyors and administrative personnel all work diligently towards producing the drawings and specifications that will deliver our clients successful projects, completed on time and within budget.

Alpha has thrived for 49 years because we are a professional organization dedicated to providing superior architectural and engineering design services to our clients. While our staff is large enough to handle any size project, we are also small enough to give each and every one of our projects the individual attention to detail that will make them successful projects for our clients.



LOCATION

Alpha Associates, Incorporated provides professional design services statewide from two great locations, Morgantown and Martinsburg. The work for the West Virginia Division of Natural Resource's Summersville Lake and Frozen Camp WMA project will be produced and completed in Alpha's Morgantown office. This location allows us to be on site or meet with WVDNR representatives in Charleston within one day's notice.

Alpha's Morgantown Office Address:

209 Prairie Avenue
Morgantown, WV 26501



STAFFING PLAN

In addition to your dedicated Project Team below, Alpha's staff of 22 includes engineers, architects, architectural designers, interior designers, landscape designers, technicians, and support staff that is available to assist with any potential project need.





COST AND SCHEDULE CONTROL

Alpha Associates, Incorporated has an excellent track record of producing projects on time and within the Owner's budget. Many a/e firms can claim the same successes, but few actually achieve the results Alpha has over the years. One of the determining factor is the tools the firms utilize to produce the budgets. Alpha utilizes a number of tools, both traditional and modern to exceed our clients' expectations.

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

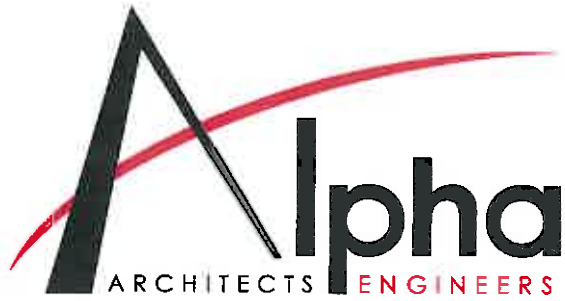
- Personnel assigned to the project
- Chosen method of construction
- Changes to project scope
- Unique construction elements for each project

Successful project management depends upon consensus regarding work efforts, milestones and goals. The Alpha team has found that the development of detailed work plans, which delineate tasks and deliverables for each project phase, in concert with the client and full project team, is the most effective means of establishing expectations regarding the efforts required by the respective disciplines. In addition to guiding the efforts of the design team, the work plan sets forth specific time frames and decision points for Owner and user reviews, comments and approvals. Adherence to the schedule is the responsibility of the Project Manager. The Project Manager must insure the team members, including the owner have bought into the schedule and are maintaining their respective duties.

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

This starts with a kick-off meeting which establishes ground rules, responsibilities, and line of communication. We have found that a team visioning session is a great way to get everyone started off on the right track.

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



In a world where "time is money", the schedule of a project is almost as important as controlling the cost. Alpha also works diligently to control the budget of a project. The best way to control the cost of a project is to avoid the "scope creep" that can occur.

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

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

Below are just a small number of examples which Alpha has successfully met the owner's budget and time needs.

- Clear Mountain Bank Oakland Branch
 - Bid Amount: \$1,925,948.00
 - Final Budget: \$1,888,543.00
- Jefferson County Emergency Services Agency
 - Bid Amount: \$1,219,000
 - Final Budget: \$1,223,354.52
- Clarksburg State Office Building
 - Bid Amount: \$25,016,699
 - Final Budget: \$24,981,000
- Berkeley County Emergency Ambulance Authority
 - Bid Amount: \$399,400
 - Final Budget: \$423,259.91



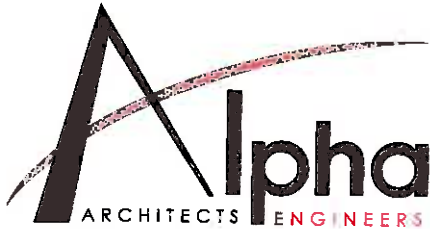
CAPACITY AND SOFTWARE

Capacity

Alpha Associates, Incorporated is prepared to commit staff resources to Summersville Lake and Frozen Camp WMA projects. Alpha has the qualified and experienced personnel, administrative support, along with the production equipment and resources to ensure the successful completion of this project. We are confident in our ability to provide the WVDNR with a committed and dependable design team. Our multidisciplinary design team is prepared to meet and exceed the expectations of the WVDNR by committing any resources necessary to meet the project schedules.

Software

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



KEY PERSONNEL

Richard Colebank, PE, PS

Project Principal

Education

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

Certifications

Professional Engineer License: WV, MD, PA, VA
Professional Surveyor License: WV

Charles Branch, PE

Project Civil Engineer

Education

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

Certifications

Professional Engineer: WV

Charles Luttrell, PE

Project Structural Engineer

Education

West Virginia University
Bachelor of Science Civil Engineering; 1993
Masters of Science Structural Engineering; 1995

Certifications

Professional Engineer: WV, PA

Rebecca Key, AIA, LEED-AP

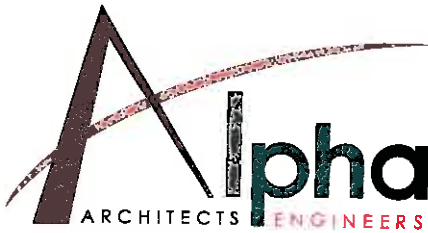
Project Architect

Education

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

Certifications

Registered Architect: WV, MD, DC, NY, VA, PA
National Council for Interior Design Qualifications Certified
Leadership in Energy and Environmental Design Accredited Professional



Bradley Casdorff, PE, PS

Civil Engineer

Education

West Virginia University

Masters - Soil Conditions and Foundation Design; 1982

Bachelor - Civil Engineering; 1979

Certifications

Professional Engineer: West Virginia

Professional Surveyor: West Virginia

Matthew Echard, PE

Structural Engineer

Education

West Virginia University

Bachelor of Science: Civil Engineering; 2000

Massachusetts Institute of Technology

Masters of Science: Engineering and Environmental Mechanics; 2002

Certifications

Professional Engineer: WV, CA



ALPHA EXPERIENCE

Picnic Pavilion | 2011

Recreation Case Study

**Hawks Nest State Park Picnic Pavilion
Anstead, WV**

The picnic pavilion at the Hawks Nest State Park, located off of Route 60 in Anstead, West Virginia, was established under The New Deal. The main goal of restoration was to provide guests with an esthetically pleasing historic site during their visit at Hawks Nest State Park. Alpha Associates, Incorporated provided plans for the park to restore the pavilion. These plans included the repair and repoint of fireplace and surround wall, cleaning existing foundation drains, clear vegetation away from building, recapping chimney, roof repair, and installation of a waterproof wall to prevent water damage.

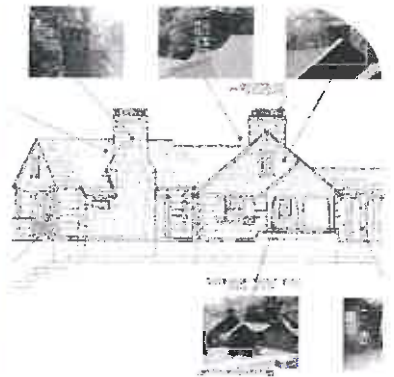
Project Contact:

**Bradley S. Leslie
324 Fourth Avenue
South Charleston, WV 25303
304-558-2764**

At a Glance

**CLIENT: DNR Parks and Recreation
LOCATION: Anstead, WV
COMPLETION DATE: 2011**





ALPHA EXPERIENCE

CCC Museum | 2011

Recreation Case Study

Hawks Nest State Park CCC Museum
Anstead, WV

The CCC Museum at the Hawks Nest State Park, located off of Route 60 in Anstead, West Virginia, was established under The New Deal. The museum had very simple goals: to be renovated to fit the needs of the State Park while preserving the historic exterior. The structure had signs of water damage and needed general repair and replacement. Alpha Associates, Incorporated responded with a strategy to stabilize and restore the building with repairs and replacement of doors, walls, windows, and siding along with regrading for water flow purposes to prevent any further water damage.

Project Contact:

Bradley S. Leslie
324 Fourth Avenue
South Charleston, WV 25303
304-558-2764

At a Glance

CLIENT: DNR Parks and Recreation
LOCATION: Anstead, WV
COMPLETION DATE: 2011





ALPHA EXPERIENCE

Ambulance Authority | 2011

Architectural Case Study

**Berkeley County Emergency
Ambulance Authority
Martinsburg, WV**

The Berkeley County Emergency Ambulance Authority operates out of two locations within the county. Their previous South Station was located at a rental property. In 2010, they purchased a vehicle repair/sales building in order to establish a permanent facility.

Alpha Associates, Incorporated prepared documents for the renovation of the existing service bay to accommodate the ambulances, conversion of the existing office area into crew quarters, and a 1200 square foot addition for offices and a training room.

Project Contact:

**Ross Curtis, PE
1123 Cannon Hill Road
Hedgesville, WV 25427
304-754-5560**

At a Glance

CLIENT: Berkeley County
Ambulance Authority
LOCATION: Martinsburg, WV
COMPLETION DATE: 2011
SIZE: 3,400 sq. ft.
CONSTRUCTION COST: \$400,000





ALPHA EXPERIENCE

Emergency Services Agency | 2010

Architectural Case Study

Jefferson County Emergency Services Agency

Ranson, WV

Alpha Associates, Incorporated provided architectural design, civil and structural engineering and surveying services for a new Operations Center for the Jefferson County Ambulance Authority. The building contains:

- Vehicle Bays
- Sleeping Quarters
- Training Room
- Office Spaces

The building was designed to blend into the surrounding development and to have a civic presence.



Project Contact:

Pete Kelley

419 Sixteenth Avenue

Ranson, WV 25438

304-728-3287

At a Glance

CLIENT: Jefferson County Ambulance Authority

LOCATION: Ranson, WV

COMPLETION DATE: 2010

SIZE: 6,750 SF

CONSTRUCTION COST: \$1.2 Million



ALPHA EXPERIENCE

Berkeley Springs Bath House | 2010

Historical Case Study

Berkeley Springs Bath House
Berkeley Springs, WV

Alpha designed the renovation of this historic landmark originally built in 1929 with a 1949 addition. The Bath House in Berkeley Springs State Park is open to the public and is operated year round by the Park Service.

The renovation included restoration of the historic masonry exterior. New hot water storage tanks and boilers are a major component of the design, as well as, central air-conditioning, which the Bath House never had before.

The interior design added amenities such as whirlpool baths. The Bath House upgraded to reflect a more "spa-like" ambiance. The existing Roman Baths have new liners and saunas were added for the benefit of the Bath House Patrons.

Project Contact:

Brad Leslie

324 4th Street

South Charleston, WV 25303

304-558-2764

At a Glance

CLIENT: WV DNR

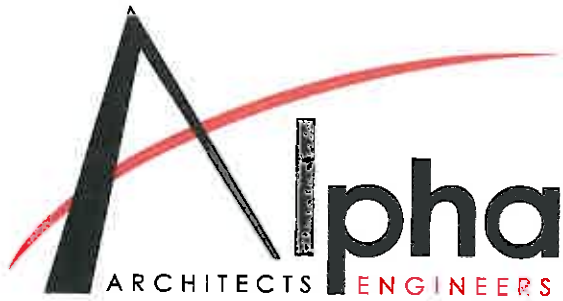
LOCATION: Berkeley Springs, WV

COMPLETION DATE: 2010

SIZE: 7,127 Sq. Ft.

CONSTRUCTION COST: \$2.2 Million





REFERENCES

Jim King

WV Higher Education Policy Council
1018 Kanawha Boulevard, East, Suite 700
Charleston, WV 25301-2800
304-558-0281 ext. 206

Brad Leslie

WV DNR
324 4th Street
South Charleston, WV 25303
304-558-2764

David Hildreth

State of West Virginia
1409 Greenbrier Street
Charleston, WV 25305
304-558-0510

Frank Blackwell, Executive Director
West Virginia School Building Authority
2300 Kanawha Boulevard, East
Charleston, WV 25311
(304) 558-2541

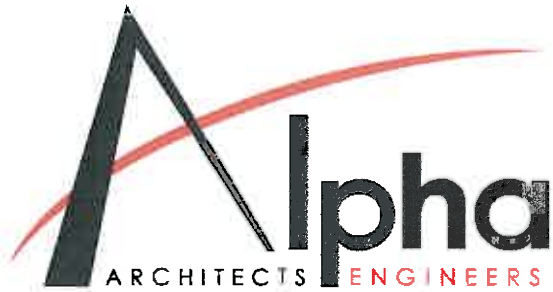
Scott Owen, Project Manager
West Virginia University
Design & Construction
979 Rawley Lane
PO Box 6572
Morgantown, WV 26506
(304) 293-7478

"Alpha Associates have a proven record of customer satisfaction and successful client delivery with our organization. We would be confident in our recommendation in support of Alpha."

J. Paul Walden
West Virginia University

Every aspect and detail of your planning, coordination, and completed projects have been exceptional and outstanding in every regard.

Robert Hammel, Former Director
Morgantown Municipal Airport



ALPHA RESUMES

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

SUMMARY

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



PROFILE

Broad-based responsibilities in the following areas:

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

PROFESSIONAL HIGHLIGHTS

Project Manager:

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

Indefinite Delivery/Indefinite Quantity Contracts:

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



ALPHA RESUMES

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

EMPLOYMENT HISTORY

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

EDUCATION

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

QUALIFICATIONS

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

AFFILIATIONS

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

think  first.com

Contact

Richard A. Colebank

304.296.8216

800.640.8216

rick.colebank@thinkalphafirst.com



ALPHA RESUMES

Charles Branch, PE | Principal, Civil Engineer

SUMMARY

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



PROFILE

Broad-based responsibilities in the following areas:

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

PROFESSIONAL HIGHLIGHTS

Civil Engineer/Project Manager:

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



ALPHA RESUMES

Charles Branch, PE | Principal, Civil Engineer

EMPLOYMENT HISTORY

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

EDUCATION

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

QUALIFICATIONS

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

AFFILIATIONS

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

think  first.com

Contact

Charles B. Branch

304.296.8216

800.640.8216

chuck.branch@thinkalphafirst.com



ALPHA RESUMES

Charles B. Luttrell, PE | Principal, Structural Engineer

SUMMARY

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



PROFILE

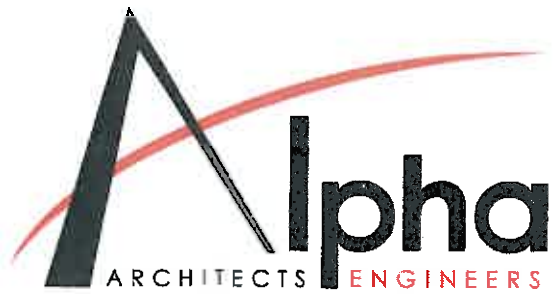
Broad-based responsibilities in the following areas:

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

PROFESSIONAL HIGHLIGHTS

Structural Engineer:

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



ALPHA RESUMES

Charles B. Luttrell, PE | Principal, Structural Engineer

EMPLOYMENT HISTORY

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

EDUCATION

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

QUALIFICATIONS

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

AFFILIATIONS

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

Research Experience

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

think  first.com

Contact

Charles B. Luttrell

304.296.8216

800.640.8216

charlie.luttrell@thinkalphafirst.com



ALPHA RESUMES

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

SUMMARY

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



PROFILE

Broad-based responsibilities in the following areas:

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

PROFESSIONAL HIGHLIGHTS

Education

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

Historic Renovations

- Cass Scenic Railroad - Clubhouse Renovation; Cass, WV
- Berkeley Springs Bathhouse; Berkeley Springs, WV
- Hawks Nest State Park Picnic Pavilion; Anstead, WV
- Hawks Nest State Park CCC Museum; Anstead, WV

Recreation

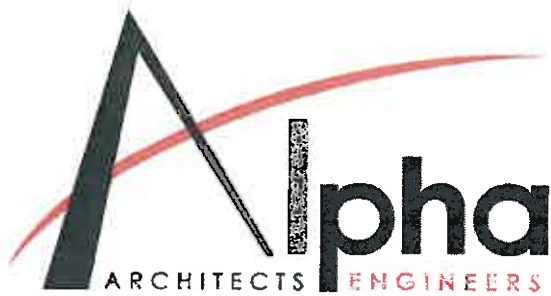
- Ruby McQuain Amphitheater; Morgantown, WV
- North Fork Hughes River State Park; Ritchie County, WV

Dormitory and Multi-Family

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

Municipal & State Government

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



ALPHA RESUMES

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



EMPLOYMENT HISTORY

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

EDUCATION

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

QUALIFICATIONS

- **License:** Registered Architect: West Virginia, Maryland, Washington DC, New York, Virginia, Pennsylvania
- NCIDQ Certified (Interior Design)
- Leadership In Energy and Environmental Design Accredited Professional
- Meet Standards of Secretary of the Interior for historic architecture

AFFILIATIONS

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



think Alpha first.com

Contact

Rebecca Key

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rebecca.key@thinkalphafirst.com



ALPHA RESUMES

Bradley Casdorff, PE, PS | Civil Engineer

SUMMARY

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



PROFILE

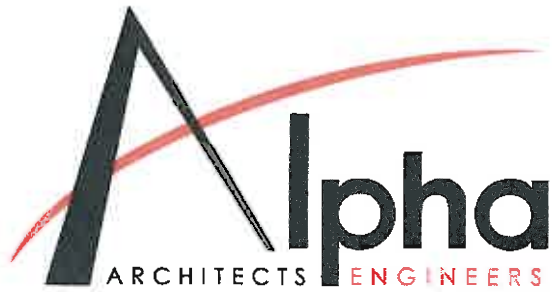
Broad-based responsibilities in the following areas:

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

PROFESSIONAL HIGHLIGHTS

CMI Engineering:

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



ALPHA RESUMES

Bradley Casdorff, PE, PS | Civil Engineer

EMPLOYMENT HISTORY

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

EDUCATION

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

QUALIFICATIONS

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

AFFILIATIONS

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



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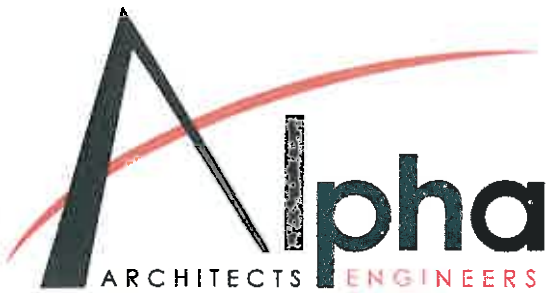
Contact

Bradley Casdorff

304.296.8216

800.640.8216

brad.casdorff@thinkalphafirst.com



ALPHA RESUMES

Matthew T. Echard, PE | Structural Engineer, Associate

SUMMARY

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

EMPLOYMENT HISTORY

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

EDUCATION

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

QUALIFICATIONS

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

AFFILIATIONS

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

PROFILE

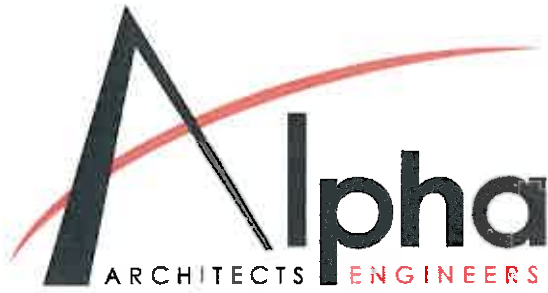
Broad-based responsibilities in the following areas:

- Structural Engineering
- Structural Forensics
- Project Management

PROFESSIONAL HIGHLIGHTS

Structural Engineering:

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



ALPHA RESUMES

Matthew T. Echard, PE | Structural Engineer

EMPLOYMENT HISTORY

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

EDUCATION

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

QUALIFICATIONS

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

AFFILIATIONS

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

Publications

- Echard, M. and Tonis, D. Convergent Design Methodology for Bio-Science Labs: Architectonic and Performative Structural Considerations Using the Geillinger Composite Column Solution. Proceedings of ICSEA2010 - First International Conference on Structures and Architecture Guimarães, Portugal, July 2010, Taylor & Francis.
- Echard, M. Structural Analysis and Design Within a BIM Framework. EASEC 10 - East Asia Structural Conference, Bangkok, Thailand, August 2006.

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Contact

Matthew T. Echard

304.296.8216

800.640.8216

matthew.echard@thinkalphafirst.com



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come, Greeting.

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

Charles B. Branch

Does, IN PURSUANCE OF AUTHORITY VESTED IN IT

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

REGISTERED PROFESSIONAL ENGINEER

Registration Number [Redacted]

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



Given under the hand and the Seal of the Board at the Capitol in the City of Charleston,

this 18th day of February in the year of our Lord 2002 and of the State the One Hundred Thirty-Eighth

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

[Signature]

By Frank A. Goble

[Signature]

[Signature]

[Signature]



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come Greeting
Know Ye That The State Board of Registration for Professional Engineers
of the State of West Virginia, reposing special confidence in
the Intelligence, Integrity and Discretion of

Bradley H. Casdorph

DOES IN PURSUANCE OF AUTHORITY VESTED IN IT
by law hereby certify that he having submitted
satisfactory evidence of his ability and experience is a

REGISTERED PROFESSIONAL ENGINEER

Registration Number [REDACTED]

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



Given under the hand of the
Seal of the Board at the Capitol in the
City of Charleston,
This 29th day of December
in the year of our Lord 2005
and of the State
the One Hundred Forty-Second

Members of the Board

James D. Thomas, Jr. Richard E. Dignas
Blayne S. Selja William E. Dierker



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come, Greeting.

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

Richard A. Colebank

DOES, IN PURSUANCE OF AUTHORITY VESTED IN IT by law, hereby certify that he, having submitted satisfactory evidence of his ability and experience, is a REGISTERED PROFESSIONAL ENGINEER

Registration Number [REDACTED]

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



Given under the hand and the Seal of the Board, at the Capitol in the City of Charleston this 23rd day of Feb. in the year of our Lord One Thousand Nine Hundred and Eighty-Eight and of the State the One Hundred Twenty-Fourth.

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

F. T. Gaddy
Frank Gaddy

Kenneth H. Means
Secretary

Robert C. Scott
President



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come Greeting
"Know Ye" That The State Board of Registration for Professional Engineers
of the State of West Virginia, reposing special confidence in
the Intelligence, Integrity and Discretion of

Matthew T. Echard

DOES IN PURSUANCE OF AUTHORITY VESTED IN IT

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

REGISTERED PROFESSIONAL ENGINEER

Registration Number [REDACTED]

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



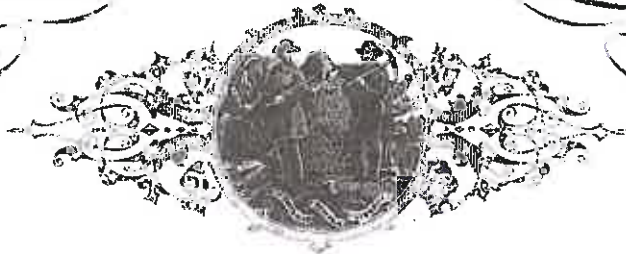
Given under the hand of the
Seal of the Board at the Capitol in the
City of Charleston,
This 17th day of August
in the year of our Lord 2012
and of the State
the One Hundred Forty-Ninth

Members of the Board

Edward D. Tomms, Jr. Richard E. Dlynsal

Bhopan S. Shuja William E. Nielsen

The Board of Architects



of West Virginia

No. [REDACTED]

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



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

[Signature] President.
[Signature] Secretary.



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come, Greeting.

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

Charles B. Luttrell

DOES, IN PURSUANCE OF AUTHORITY VESTED IN IT

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

REGISTERED PROFESSIONAL ENGINEER

Registration Number [REDACTED]

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



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

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

Handwritten signatures: [Signature 1], Frank Kelly, [Signature 2], [Signature 3]

CERTIFICATE OF

Authorization

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

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

ALPHA ASSOCIATES, INC.

C00012-00

Engineer in Responsible Charge: RICHARD A COLEBANK - WV PE 010346

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

January 1, 2018 - December 31, 2019

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

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



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

BOARD PRESIDENT