



09/05/17 09:40:59
WJ Purchasing Division

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

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

Proc Folder: 365721

Doc Description: CAMP DAWSON BLDG 202 CONVERSION EOI DESIGN

Proc Type: Central Purchase Order

Date issued	Solicitation Closes	Solicitation No	Version
2017-08-15	2017-09-05 13:30:00	CEOI 0603 ADJ1800000003	1

BID RECEIVING LOCATION

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

WE: 456437

Vendor Name, Address and Telephone Number:

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

FOR INFORMATION CONTACT THE BUYER

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

Signature X 

FEIN # 550516286

DATE 9/1/17

Offers subject to all terms and conditions contained in this solicitation

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

C/S B. Branch
(Name, Title)
Charles Branch, Principal
(Printed Name and Title)
209 Prairie Ave
(Address)
304-296-8216 / 304-296-8216
(Phone Number) / (Fax Number)
chuck.branch@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contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated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)
C/S B. Branch
(Authorized Signature) (Representative Name, Title)
Charles Branch, Principal
(Printed Name and Title of Authorized Representative)
09/01/2017
(Date)
304-296-8216 / 304-296-8216
(Phone Number) (Fax Number)

**ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.:**

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

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

Addendum Numbers Received:

(Check the box next to each addendum received)

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

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

Alpha Associates, Inc.
Company

C. B. Bess
Authorized Signature

09/01/2017
Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

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

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

DEFINITIONS:

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

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

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

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

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: Alpha Associates, Inc.

Authorized Signature: [Signature] Date: 9/1/17

State of _____

County of _____, to-wit:

Taken, subscribed, and sworn to before me this _____ day of _____, 20____

My Commission expires _____, 20____

AFFIX SEAL HERE

NOTARY PUBLIC _____



September 5, 2017

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

Attn: Crystal Rink, Buyer

**RE: Camp Dawson Master Plan EOI Design
CEO 0603 ADJ 1800000003**

Dear Ms. Rink,

Alpha Associates, Incorporated is pleased to submit this Expression of Interest to provide the necessary architectural, engineering, and related services for the Camp Dawson Building 202 Conversion project. Our history with Camp Dawson, combined with our recent, relevant renovation experience makes us the perfect partnering firm for the Army National Guard Construction and Facilities Management Office for this upcoming project.

Since 1969, Alpha has partnered with numerous Federal, State, and local governments to provide architectural and engineering services for projects around West Virginia, including several projects at Camp Dawson. In addition to our experience with Camp Dawson, Alpha has completed renovation projects of varying types and sizes, including more than 800,000 square feet of renovations at the WVU Health Sciences Center. This work ranged from small renovations of less than 200 square feet to large and very complicated renovations. These larger projects required not only architectural design but significant structural and mechanical and electrical modifications. Much of this work was done with the tenants continuing to occupy spaces in or near the building.

The Project Team

Alpha is a West Virginia owned and operated architectural and engineering design firm with a unique combination of in-house services that allow us to complete all aspects of design. Alpha offers services from two convenient locations with our Corporate Office located in Downtown Morgantown and our Eastern Regional Office in Martinsburg. Our Morgantown Office is located approximately 45 minutes from the project.

Alpha's staff includes Registered Architects and Professional Engineers, as well as architectural designers, technicians, surveyors, landscape designers, and support staff that is available to assist with all project needs. Alpha's Office in Morgantown is approximately 45 minutes from the site. This allows us to offer the WV National Guard and Camp Dawson a cohesive design team for a seamlessly completed project.

The Key Personnel for your Projects will include the following:

Rick Colebank, PE, PS, - Principal-In-Charge
Rebecca Key, AIA, LEED-AP, - Project Architect
Casey Smith, Assoc. AIA – Architectural Designer
Todd Lewis, Assoc. AIA – Architectural Technician
Hannah Richardson – Interior Designer

Resumes for each of the team members along with related experience are included in this Statement of Qualifications.

Summary

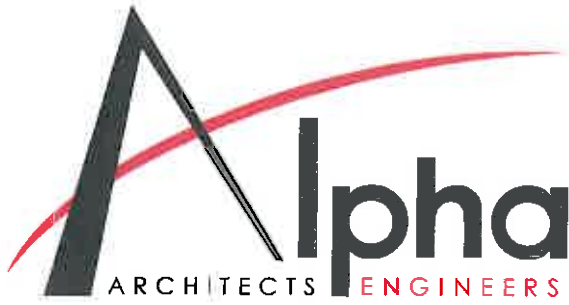
The Alpha Team is excited for the opportunity to work with the WV Army National Guard and the State of West Virginia on another project. Our dedicated team of professionals will make your project a priority. Please contact me at 304-296-8216 extension 102 if you have any questions or require additional information. Thank you for your time and consideration.

Sincerely,

ALPHA ASSOCIATES, INCORPORATED



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



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 & COO
Richard W. Klein, PE, PS; Chairman & 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 48 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.

Kick-Off Meeting: Review of project with project stakeholders

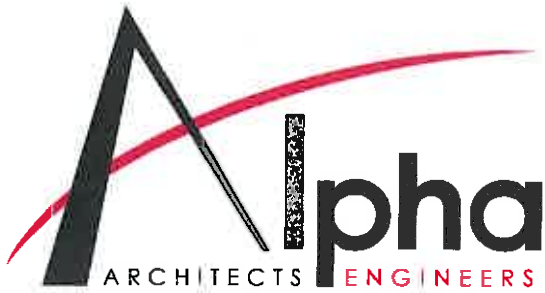
- Establish communication and define timeline with proposed meeting schedule
- Review of stated program, add or delete to program and establish design priorities
 - Budget vs. Quality of Finishes
 - Overall anticipated occupancy date by staff vs. students
 - Quantity of occupants & timing
 - Does construction have to be phased?
 - Operational definitions: hours of operation, what type of training to be performed

Surveying of project location to include:

- Location of Utility entry points, types of service available, capacity of services
 - Plumbing, Electrical, and Mechanical Systems
- Examine any and all existing drawings of facilities that may exist
 - If existing drawings are not available, then design team to provide field measured drawings of areas to be renovated. Noting location of walls, doors, windows, lighting, etc.

Conceptual Phase:

- Design Team to present multiple concepts, minimum two/maximum three, to be considered by project stakeholders for basic layout
- Conceptual phase will also include considerations for force protection if necessary
 - Physical separation and/or electronic separation from toher areas of building



- Cost impact of each concept to be discussed with stakeholders
- ADA, Egress, and exit as well as fire codes are addressed at this point (defining required vs. desired)

Schematic/Design Development

- Schematic design to be developed from approved conceptual layouts, with modifications made as necessary to remain on budget and program
- This phase will include floor plans, evaluations, MEP system selection and locations of various built-in elements
- Finish type of wall, floor and casework selections, as well as exterior building materials, etc.
- Preliminary estimate of probable cost

Design Development/Construction

- Forwarding of project to State Fire Marshal and other approving authorities as required
- Incorporation of any and all comments
- Completion of drawings and written documents sufficient for public bid
- Final Estimate of probable cost

Bid Phase

- Establish timeline for advertising
- Establish Bid Due Date
- Pre-Bid meeting with potential bidders
- Facilitate distribution of bid documents (drawings & specifications)
- Respond to questions from contractors during bid phase and issuance of construction document addenda if necessary
- Facilitate Bid Opening, review of bids and recommendation of contract



award to project stakeholders

Construction Administration

- Contract initiation and development between owner and General Contractor
- Review of shop drawings and approval of pay applications
- Progress Meetings with Contractor, Architect, and Owner (Owner's Representative)
- Review of site and building materials and condition during construction
- Final punch list and review of project pre- and post occupancy

A successful project requires the investment of time by stakeholders. Each person should have something to contribute. The owner is tasked with providing the design team with as much information as possible not only about the physical aspects of the project but also the planned operation.

Ensuring the expected operation plan will “fit” within the confines of the space shall be viewed from the perspective of the user. “Fit” is defined as spatial relationships that are interwoven with the operational aspects to achieve a synergy of purpose. The perspective of the user of the space shall also determine the best flow for the spatial relationships.



SCHEDULE CONTROL

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

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

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

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

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

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

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



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

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



COST AND BUDGET

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

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

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

Jefferson County Emergency Services Agency

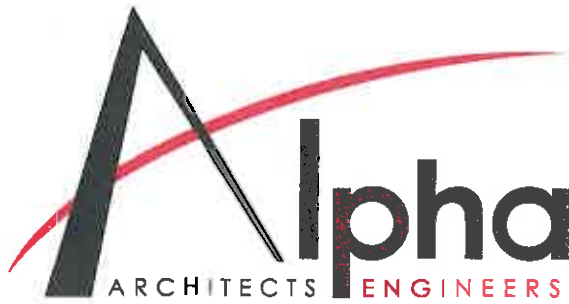
Estimate: \$1,230,651.26
Bid Amount: \$1,219,000.00
Change Order: \$4,354.52
Final Budget: \$1,223,354.52

Berkeley County Emergency Ambulance Authority

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

Clear Mountain Bank – Oakland

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



ALPHA RESUMES

SUMMARY

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

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

PROFILE

Broad-based responsibilities in the following areas:

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

PROFESSIONAL HIGHLIGHTS

Project Manager:

- NETL B-3 Area 150 North Labs Renovation, Morgantown; WV
- WVU Research Park; Morgantown, WV
- WVU Reedsville Farm Redevelopment; Morgantown, WV
- West Virginia State Office Building; Clarksburg, WV
- Jane Lew Truck Stop; Jane Lew, WV
- Grant County Bank Renovation; Petersburg, WV
- South Berkeley Fire Station; Inwood, WV
- Monongalia General Hospital Expansion; Morgantown, WV
- Monongalia General Hospital Access Road; Morgantown, WV
- Morgantown Municipal Airport Access Road; Morgantown, WV
- WVU College of Physical Education and Sports Science/Student Health Center; Morgantown, WV
- WVDOH Arnettsville Bridge Replacement; Monongalia County, 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
Certified Remote 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

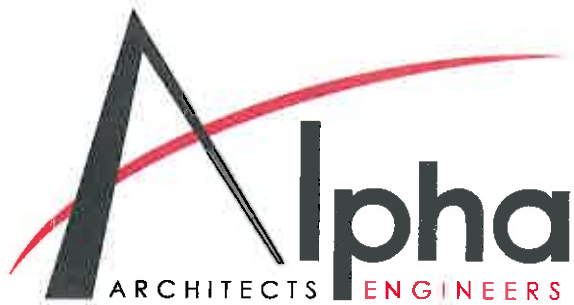
Broad-based responsibilities in the following areas:

- 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; Hazelton, WV
- Lewis County High School Bridge; Weston, WV
- Wyoming County Route 10 Relocation; Wyoming County, WV
- Fairmont Federal Credit Union; Bridgeport, WV



ALPHA RESUMES

Charles Branch, PE | Principal, Civil Engineer

EMPLOYMENT HISTORY

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

EDUCATION

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

QUALIFICATIONS

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

AFFILIATIONS

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

think  **Alpha** first.com

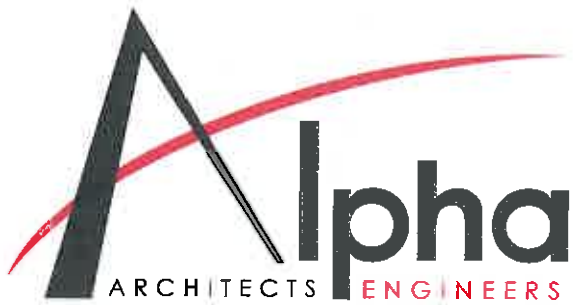
Contact

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

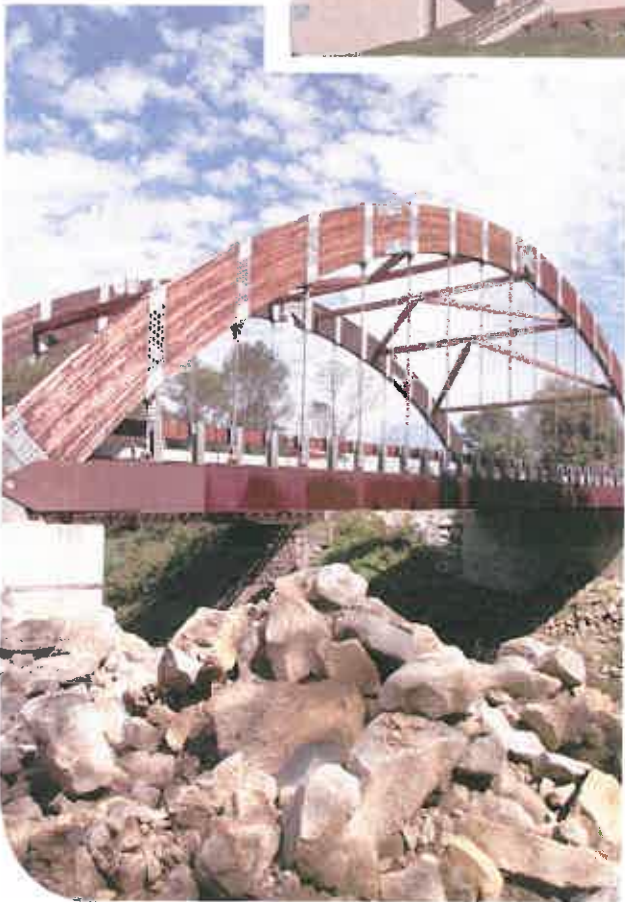
Broad-based responsibilities in the following areas:

- 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
- WVDOT 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



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.



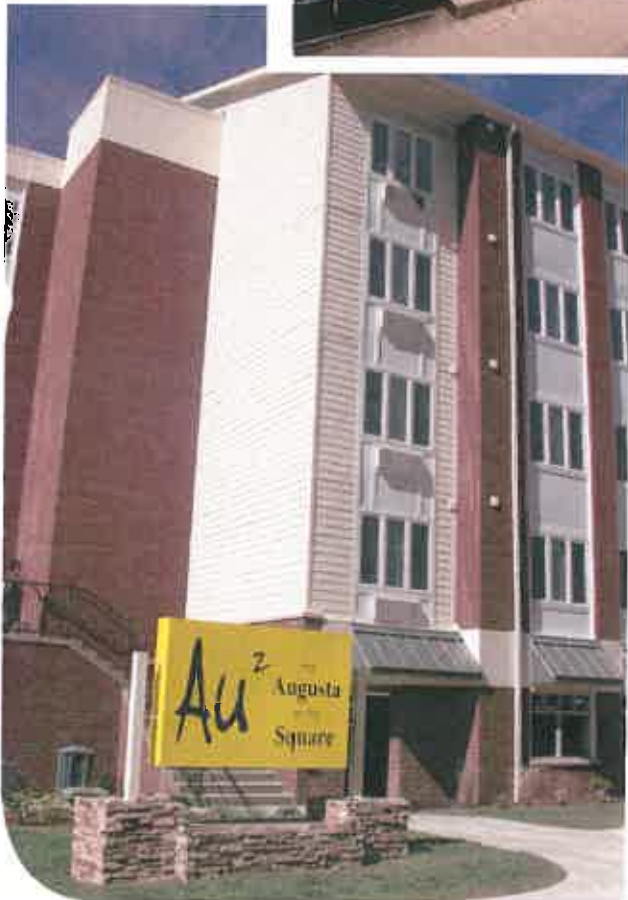
PROFILE

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

- Mountaineer Middle School Renovation; Morgantown, WV
- Pineville Elementary School; Pineville, WV
- West Virginia State Office Building; Clarksburg, WV
- Monongalia County Sheriff's Department; Morgantown, WV
- WV Regional Technology Park Building 770 Renovation; Charleston, WV
- Jane Lew Truck Stop; Jane Lew, WV
- FMW Composites Rubber Autoclave; Bridgeport, WV
- FMW Composites Clean Room Renovation; Bridgeport, WV
- FMW Composites Processing Facility Shell Building; Bridgeport, WV
- FMW Composites Processing Facility Plant; Hazelton, WV
- National Energy & Technology Labs Process Gases Feasibility Study; Morgantown, WV
- National Energy & Technology Code Analysis; Morgantown, WV
- WV DNR Spring Run Fish Hatchery Roof Replacement; Petersburg, WV
- WVDOH District 2 Headquarters Roof Replacement; Huntington, WV
- WVDOH District 2 Moisture Investigation; Huntington, WV
- Monongalia County Family Court Renovation; Morgantown, WV
- White Hall Municipal Building; White Hall, WV
- West Virginia State Office Building; Parkersburg, WV
- Clear Mountain Bank; Morgantown, WV
- 57 Middleway Pike Commercial Building; Inwood, WV
- Chestnut Ridge Research Building 5th & 7th Floors; Morgantown, WV
- Camden Family Health; Weston, WV
- Hoods Pharmacy; Follansbee, WV



ALPHA RESUMES

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

EMPLOYMENT HISTORY

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

EDUCATION

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

QUALIFICATIONS

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

AFFILIATIONS

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

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Contact

Rebecca Key
304.296.8216
800.640.8216
rebecca.key@thinkalphafirst.com



ALPHA RESUMES

Casey Smith, Assoc. AIA

Architectural Designer

SUMMARY

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



PROFILE

Broad-based responsibilities in the following areas:

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

PROFESSIONAL HIGHLIGHTS

Construction Administration Projects

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

EMPLOYMENT HISTORY

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

Education

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



ALPHA RESUMES

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.

PROFILE

Broad-based responsibilities in the following areas:

- Structural Engineering
- Structural Forensics
- Project Management

PROFESSIONAL HIGHLIGHTS

Structural Engineering:

- Grant County Bank; Petersburg, WV
- WVDOH Ameltsville Bridge Replacement; Monongalia County, WV
- WVDOH Deckers Creek Pedestrian Bridge; Morgantown, WV
- Jane Lew Truck Stop; Jane Lew, WV
- Queen Street Streetscape Improvements; 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

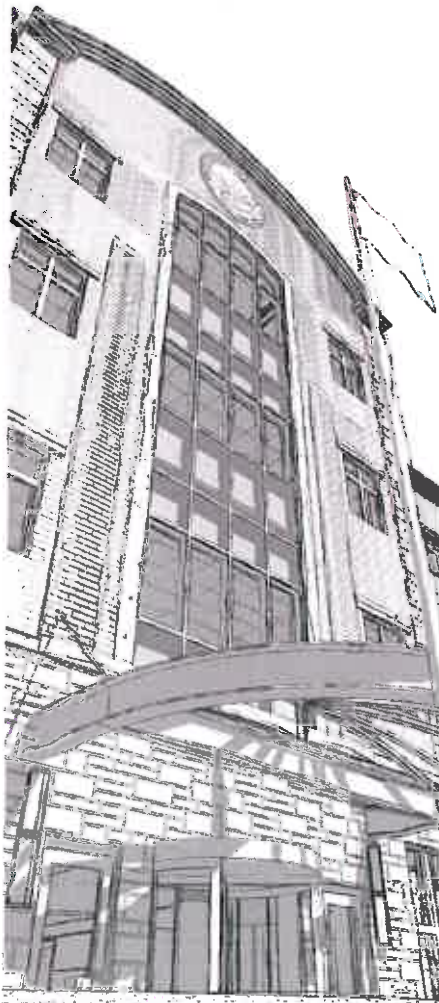
American Concrete Institute (ACI)
American Institute of Steel Construction (AISC)
American Society of Civil Engineers (ASCE)
American Wood Council (AWC)

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 ICESA2010 - 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.

SUMMARY

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



PROFILE

Broad-based responsibilities in the following areas:

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

PROFESSIONAL HIGHLIGHTS

Interior Design/Architectural Technician

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

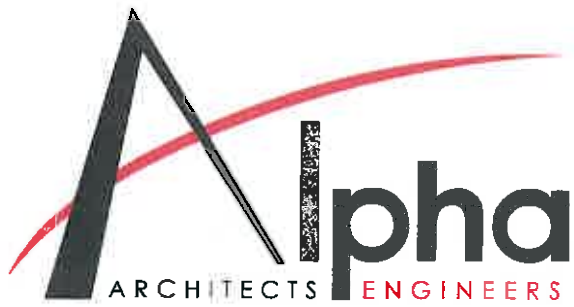
EDUCATION

Harding University

Bachelor of Science - Interior Design; 2017

EMPLOYMENT HISTORY

2016 - Current Alpha Associates, Incorporated



ALPHA EXPERIENCE

Parkersburg Armory | 2009

Architectural Case Study

Parkersburg Armory Renovation and Addition

Parkersburg, WV

Alpha continues their relationship with the West Virginia Army National Guard with the renovation of a space originally designated as a rifle range at the Parkersburg Armory.

New offices, conference room, and break room provide new work space for officers. A secondary entrance was included in the design to serve the department that will occupy this space.

A fire alarm upgrade for the entire building was also included in the project scope as well as an alternate for an access control system and mass notification system.

At a Glance

CLIENT: WV Army National Guard

LOCATION: Parkersburg, WV

COMPLETION DATE: 2009

SIZE: 2600 sq. ft.

CONSTRUCTION COST: \$400,000

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ALPHA EXPERIENCE

State Office Building | 2016

Architectural Case Study

West Virginia State Office Building
Clarksburg, WV

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

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

Project Contact:

Robert Krause

1900 Kanawha Blvd, East

Charleston, WV 25305

304-558-2317

At a Glance

CLIENT: State of West Virginia

LOCATION: Clarksburg, WV

COMPLETION DATE: 2016

SIZE: 88,491 sq. ft.

CONSTRUCTION COST: \$24.9 Million

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ALPHA EXPERIENCE

Interior Design | Government

Finishes Case Study

West Virginia State Office Building
Clarksburg, WV

(Left) Patterned terrazzo flooring provided a decorative path in the main hall of the lower level. The three colors are continued in the polished granite wall cladding and other finishes, such as the aluminum finish on the column covers. The column covers in this area had black reveals to add interest.

(Upper Left) Off the building's main lobby is the entrance to different agencies. These entrances are framed with the granite clad walls, terrazzo flooring, and brushed aluminum column covers. The finishes allow for the glass storefront entrances to be easily noticeable, directing people to their doors. In this area, the column covers do not have the black reveals, but have 3-dimensional black rings.

(Upper Right) Durable materials of porcelain tile and quartz countertops were used at the teller stations of the Dept. of Motor Vehicles. Porcelain tiles were used at the front of the teller stations within the "kick zone", while rubber flooring was used in the walk ways. The rubber flooring mimicked the look of the terrazzo flooring that was used in the building's main lobby and the acoustical properties of the space. The porcelain tile not only provided durability, but the clean look that was needed for this public agency.

Project Contact:

Robert Krause

1900 Kanawha Blvd, East

Charleston, WV 25305

304-558-2317

At a Glance

CLIENT: State of West Virginia

LOCATION: Clarksburg, WV

COMPLETION DATE: 2016

SIZE: 88,491 sq. ft.

CONSTRUCTION COST: \$24.9 Million

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ALPHA EXPERIENCE

Interior Design | Government

Furnishings Case Study

West Virginia State Office Building
Clarksburg, WV

(Left) Private offices were provided with a variety of types of storage. This included hanging storage and portable file storage. The case good furnishings were coordinated to match with other hardwoods in the building.

(Upper Left) A pre-manufactured rolling file system was placed on the second floor for one of the government agencies. This filing system allowed for efficient use of the space and gave the agency more filing space to fulfill their needs. Due to the weight, the floor guide rails were installed with other supportive steel structure during construction.

(Upper Right) In the 4th floor large conference room, tables and chairs on casters were provided. This allowed for additional functionality of the space depending on the needs of the user. In addition, the table tops matched other hardwoods in the building, and the legs of the furniture coordinated with the color palette of the room.

Project Contact:

Robert Krause
1900 Kanawha Blvd, East
Charleston, WV 20305
30-558-2317

At a Glance

CLIENT: State of West Virginia
LOCATION: Clarksburg, WV
COMPLETION DATE: 2016
SIZE: 88,491 Sq. Ft.
CONSTRUCTION COST: \$24.9 Million





ALPHA EXPERIENCE

Monongalia Family Court | 2009

Architectural Case Study

**Monongalia Family Court Renovation
Morgantown, WV**

The new facility for the Monongalia Family Court was created from a space that had previously been home to the County's Senior Center and provided storage for the County's voting machines. The challenges of creating a Family Court in a windowless mezzanine, while providing a design that would respect the dignity of the Court was successfully executed by Alpha Associates.

The layout of the space provided separate areas for the judiciary staff and the litigants before the court. The finish materials had to be durable and attractive, while at the same time easy to maintain. Low ceilings and an inadequate and outdated heating and air conditioning system was another challenge; one that was overcome by incorporating the ductwork layout into the design of the lighted bulkheads in the courtroom, thereby creating the illusion of higher ceilings, and allowing the judge to preside over the hearings from a position of height and dignity.

Project Contact:

**Robert Doyle
243 High Street
Morgantown, WV 26505
304-291-7268**

At a Glance

**CLIENT: Monongalia County Commission
LOCATION: Morgantown, WV
COMPLETION DATE: 2009
SIZE: 5,000 sq. ft.
CONSTRUCTION COST: \$550,000**





ALPHA EXPERIENCE

Sheriff's Building | 2011

Architectural Case Study

**Monongalia County Sheriff's Building
Morgantown, WV**

Alpha Associates, Incorporated provided architectural design, civil and structural engineering and surveying services for this new building that houses offices for the Monongalia County Sheriff's Department and other County agencies.

Site constraints and adjacent overhead structures made the development and construction of the project very challenging.

The ground floor includes the sheriff's department, evidence room and several bailiff rooms. The remaining floors are designed to house flexible office space.

Restricted access, combined with a high level of security, both passive and active systems were part of the design program.

Project Contacts:

Sheriff Al Kisner or **Robert Doyle**
116 Walnut St. **243 High St.**
Morgantown, WV **Morgantown, WV**
304-291-7290 **304-291-7268**

At a Glance

CLIENT: Mon County Commission
LOCATION: Morgantown, WV
COMPLETION DATE: 2011
SIZE: 31,655 sq. ft.
CONSTRUCTION COST: \$7.9 Million





ALPHA EXPERIENCE

Interior Design | Administrative

Furnishings & Casework

Monongalia County Sheriff Building
Morgantown, WV

(Left) The mail custom mail slots were designed based upon the size and quantity of material being distributed to personnel. This included varying sizes of slots. It also featured access from either side for ease of distribution.

(Top right) The customized reception area included built-in counters and drawer boxes. The overhead unit was customized to include tackboard and specific areas for office forms.

(Top left) The typical workspace for a sheriff deputy utilized manufactured, modular office furniture. Each area was outfitted with file boxes, an overhead storage unit, tackboard, and bookshelves. The space was to be largely used as a workspace to process end-of-shift paperwork.



Project Contact:

Sheriff Al Kisner
116 Walnut St
Morgantown, WV
304-291-7290

At a Glance

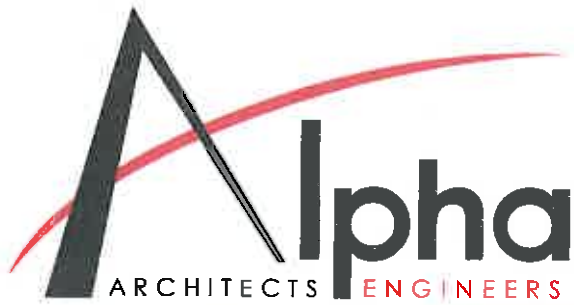
CLIENT: Mon County
Commission

LOCATION: Morgantown, WV

COMPLETION DATE: 2011

SIZE: 31,655 SF

CONSTRUCTION COST: \$7.9 Million



ALPHA EXPERIENCE

Interior Design | Administrative

Executive Finishes

Monongalia County Sheriff Building
Morgantown, WV

(Left) For the elevator lobby, linear cove lighting was chosen to illuminate the space. The soft lighting pairs with the "rug-like" pattern created by different sized, two-toned porcelain tile. While creating a welcoming space, the porcelain tile provides durability the space requires.

(Top right) A waiting area near the elevator lobby continues the patterned porcelain tile. It provides a small seating area with windows that overlook the entrance. The benches help to provide a clean and open area.

(Top left) The conference room employs cove lighting in two bulkheads to provide uniqueness to the room. Paneling was used for the wainscot and chair rail. The covering was stained in the field to match the other casework in the building. This provides a cohesive look while keeping the material affordable.

At a Glance

CLIENT: Mon County Commission

LOCATION: Morgantown, WV

COMPLETION DATE: 2011

SIZE: 31,655 SF

CONSTRUCTION COST: \$7.9 Million

Project Contact:

Sheriff Al Kisner

116 Walnut St

Morgantown, WV

304-291-7290





ALPHA EXPERIENCE

Wood Technology Center | 2005

Architectural Case Study

Wood Technology Center

Elkins, WV

The West Virginia Wood Technology Center offers continuing education students training and technical support. Alpha Associates, Incorporated provided design and construction administration for the addition and interior renovation. Attached to the pre-existing Randolph County Development Authority, the Wood Technology Center project includes a 2070 SF metal addition of classroom and office space as well as 5400 SF interior renovation of existing classroom and offices.

A state-of-the-art spray booth is also included in the project to enable top-quality finishing of wood projects produced in the wood shop.

Project Contact:

Robbie Morris
10 11th Street #1
Elkins, WV 26241
304-637-0803

At a Glance

CLIENT: Randolph County Development Authority
LOCATION: Elkins, WV
COMPLETION DATE: 2005
SIZE: 7,470 SF
CONSTRUCTION COST: \$436,000

