

05/03/18 09:36:58
WV Purchasing Division



EXPRESSION OF INTEREST

WV LOTTERY BUILDING ENVELOPE STUDY

A / E SERVICES

 **MILLS GROUP**
ARCHITECTURE • PLANNING • PRESERVATION

APRIL 2018



May 3, 2018

Ms. Michelle Childers
Department of Administration
Purchasing Division
2019 Washington Street, E
Charleston, WV 25305

Re: Expression of Interest: WV Lottery Building Envelope Study

Dear Ms. Childers,

Mills Group is pleased to submit this qualifications package as an offer of our professional services for a building study to evaluate the condition of the Lottery Building envelope located in Charleston, WV

Our team has been overseeing the design, construction and coordination for a multitude of commercial and adaptive reuse projects for over ten years. The caliber of talent of the Mills Group team will be an asset to your project. Preservation and commercial rehabilitation success stories include:

- Berkeley Springs Depot Exterior Restoration – Bath, WV
- West Virginia Veterans Memorial Restoration – Charleston, WV
- The Flatiron Building – Wheeling, WV
- Capitol Theatre Exterior Renovation – Wheeling, WV

Each of these projects fostered economic opportunities in their communities. The team values the design process and the importance of open and frequent communication with our clients. Team members of Mills Group include:

Michael Mills, AIA is the Managing Principal of the Mills Group. Michael's architecture experience ranges over three states and the District of Columbia. He personally leads all the firm's undertakings and will be current on the progress of work in the office and on site at every milestone.

Victor Greco, AIA, NCARB is the Mills Group Principal Architect and head of the Wheeling studio. He is a leader in West Virginia's architecture community with 30 years experience in designing and managing large projects from concept to ribbon cutting.

Ryan Hess, LEED AP is a Principal of the Mills Group and the Director of Sustainable Design. He serves as our expert on LEED projects and incorporates sustainable principles into all of his designs.

"Designing on the principles of the past and preserving for the future"

The Weiss Building
63 Wharf Street, Suite 300
Morgantown, WV 26501
Phone: 304.296.1010
Fax: 304.413.0120

www.millsgrouponline.com

The Kaley Center
53 14th Street, Suite 607
Wheeling, WV 26003
Phone: 304.233.0048
Fax: 304.233.7564

An exciting opportunity such as this calls for a group effort and we have compiled a strong team to supplement our talents.

Project Team

Mills Group specializes in architecture with a team of talented architects and planners. Our firm's frequent and open dialogue with clients and regulatory agencies allows for streamlined project review and accurate results.

Seal Engineering is a civil-structural engineering firm specializing in roofing, waterproofing, and building envelope systems. Their focus is on preventing and eliminating moisture migration into existing and new buildings while balancing system reliability and sustainability considerations.

Scope of Work

The substantial nature of this undertaking necessitates the following scope of work:

- Determine the cause of interior cold areas, frozen pipes, and water leaks with the intent to protect interior systems from extreme exterior temperatures and to ensure a safe and comfortable environment for occupants.
- Determine alternative methodologies with pros and cons of each regarding the course of action necessary to correct the issues identified.
- Make recommendations on appropriate evaluations and protocols to prevent short-term hazards and long-term risk in order to avoid future emergency events.
- Provide construction documents and construction administration associated with the work necessary to correct the issues identified.

Methodology

Our team takes pride in the firm's reputation for producing quality designs on projects large and small with the end goal of a completed project that meets or exceeds the client's expectations within a budget. The Mills Group architects, planners and designers will draw on our reservoir of experience – gleaned over decades and multiple states – to comprehend client needs and produce a design that we will lead to success.

Our first step would be comprehensive conversations with all the relevant stakeholders coupled with site visits to assess conditions. Once we have a defined scope, we will then be able to provide a complete construction estimate for the project. This will give us the basis needed to propose a definitive timeline for major project milestones. Sustainability assesment, code, life safety and zoning evaluations will follow. Precedent and product

research will lead to design concepts, construction documents, bidding and negotiations. Supervising the construction will be the culmination of all this work in later phases.

At every step we can be relied on to keep our clients abreast of developments. We value their input and use it to better serve them. Please find attached our team member resumes along with examples of our work.

We are excited to aid the State of West Virginia with the Lottery Building exterior envelope study. Should you have any questions, please feel free to contact me at 304-296-1010 or email me at mmills@millsgrouponline.com. Thank you for this opportunity.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael J. Mills". The signature is fluid and cursive, with the first name "Michael" and last name "Mills" clearly distinguishable.

Michael J. Mills, AIA
Principal



QUALIFICATIONS





**“Designing on
the principles
of the past and
preserving for
the future”**

LOCATIONS:

THE WEISS BUILDING

63 Wharf Street, Suite 300

Morgantown, WV 26501

304.296.1010

THE KALEY CENTER

53 14th Street, Suite 607

Wheeling, WV 26003

304.233.0048

SITE:

MILLSGROUPONLINE.COM

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

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

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

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



MILLS GROUP

ARCHITECTURE ■ PLANNING ■ PRESERVATION

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

Architecture

COMMERCIAL
RESIDENTIAL
PUBLIC

Planning

ENABLE
EXTEND
ENHANCE

Preservation

REVITALIZE
REHABILITATE
CONSULT

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

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

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



SEAL ENGINEERING INC.

**“Providing
professional
services related
to roofing,
waterproofing
and the building
envelope as a
whole”**

LOCATION:

3323 Duke Street
Alexandria, Virginia 22314
P - 703.823.6366
F - 703.823.2890

SITE:

SEAL-ENG.COM

Established in 1980, Seal Engineering's professional staff consists exclusively of civil engineers and structural engineers. Professional engineers are registered to practice in the Commonwealth of Virginia, Maryland, the District of Columbia, and West Virginia. All staff engineers are trained, experienced and licensed to operate laboratory and nondestructive materials testing equipment.

We pride ourselves on careful and thorough investigations and reports. Our recommendations and designs emphasize maintenance and repair whenever possible to maximize the service life of the building envelope. We recommend replacement only when it is clearly the most practical and economical alternative. Also, our engineering services have proven successful in the bidding process, where our sound, clear and practical designs and bid packages have obtained truly competitive bids. For special assistance beyond our capabilities, we work closely with several architectural and engineering firms, materials consultants and testing laboratories.

Seal Engineering, Inc. is a civil-structural engineering firm dedicated to providing professional engineering services in the following areas:

- Low and steep sloped roofing
- Terrace, plaza deck and below-grade waterproofing
- Building facade, concrete, masonry, window and sealant restoration
- Parking garage and balcony restoration
- Site drainage and paving system improvements



RESUMES





Michael Mills

AIA, NCARB

MANAGING PRINCIPAL

EDUCATION

BS, BARCH / 1993 / RENSSELAER
POLYTECHNIC INSTITUTE

PROFESSIONAL REGISTRATIONS

WEST VIRGINIA
VIRGINIA
OHIO
PENNSYLVANIA
MASSACHUSETTES

BIOGRAPHY

Mr. Mills leads all facets of the daily operations of the Mills Group. He has nineteen years of experience in historical preservation, architectural design, and planning. Through his extensive work with historic structures, he has a detailed working knowledge of the Secretary of the Interior's Standards for Historic Preservation Projects.

His work includes interior and exterior preservation, window restoration, foundation waterproofing, roof repair, integration of MEP systems in a historic structure and the design of interpretive exhibits for historic structures. The other aspects of his work include historic design guidelines, contextual design of new structures, and the issues related the revitalization of main streets across the country.

EXPERIENCE

2016 WVSHPO Grant Monitor - Various, WV

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

CHROME Federal Credit Union-Sewickley, PA

Partnering with Waller Corporation, this multi-phased bank renovation includes an interior fit-out and exterior facade face-lift to incorporate the bank's new brand. This project posed an interesting challenge as it was fully operational during renovations.

Monongalia County Courthouse Plaza -Morgantown, WV

Mills Group created a conceptual masterplan of the Courthouse building and Plaza renovations through the integration of indoor and outdoor spaces. The design includes a more distinguished entrance, pedestrian accessibility and well-defined transitional spaces for community use.

WV Veterans Memorial - Charleston, WV

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



Victor Greco

AIA, NCARB

PRINCIPAL ARCHITECT

EDUCATION

BS, BARCH / 1983 / UNIVERSITY
OF KENTUCKY

PROFESSIONAL REGISTRATIONS

WEST VIRGINIA
MARYLAND
OHIO
PENNSYLVANIA

BIOGRAPHY

Mr. Greco leads our Wheeling Office and has over thirty years of experience in historical preservation, architectural design and planning. Victor takes a holistic approach to create design solutions that address the complexities of historic restoration projects, as well as programming and master planning for future growth. He is detail-oriented and pragmatic, working hands-on with clients to ensure their needs are served efficiently and comprehensively. Victor has been recognized state-wide with numerous awards and news articles on his projects and accomplishments. He is very active with Rotary and serves on the Easter Seals Board. Victor is also a Commissioner on the West Virginia Archives and History Commission and a Member of the Wheeling Historic Landmarks Commission.

EXPERIENCE

The Boury Lofts - Wheeling, WV

Wheeling's landmark Boury Warehouse is being adapted to loft apartments utilizing state and federal Historic Tax Credits. The six-story building will have 86,000 sq ft for tenants to enjoy in a fully renovated structure that retains its historic character along the Ohio River. Historic elements including interior timbering, window forms and a railroad track into the building will be featured.

The Health Plan - Wheeling, WV

The Regional Economic Development (RED) Partnership hired Mills Group to study the proposed sites in downtown Wheeling for the development of a new headquarters for the Health Plan, a non-profit community health organization currently headquartered in St. Clairsville, Ohio. The four story, 51,000 sq. ft. building will occupy 1.3 acres of land in addition to parking, greenspace and an amphitheater. The design includes storm water retention through bioswales and landscaping elements that filter pollutants from surface runoff.

The Kaley Center - Wheeling, WV

Mills Group assisted in the rehabilitation of the Kaley Center, an existing 10 story building in downtown Wheeling. The renovations included a complete facade restoration, installation of new windows, the installation of new mechanical, electrical, plumbing, fire protection systems and elevators all while meeting the Secretary of the Interiors Standards.



**Ryan
Hess**
LEED AP

**PRINCIPAL /
SUSTAINABILITY**

EDUCATION

WEST VIRGINIA UNIVERSITY:
BS / CIVIL & ENVIRONMENTAL
ENGINEERING

WEST VIRGINIA UNIVERSITY:
MBA / BUSINESS ADMINISTRATION

CARNEGIE MELLON UNIVERSITY:
MASTER OF SCIENCE,
ARCHITECTURE

BIOGRAPHY

Ryan is responsible for leading the office in the sustainable design market and serves as our expert on LEED projects. As such, he pursues client opportunities, manages projects, and incorporates sustainable principles into all his designs. Ryan has also improved the efficiency of the office through in-house project management. Additionally, Mr. Hess volunteers his time lecturing students interested in pursuing a career in architecture, mentors architectural interns as well as serves on various city redevelopment committees.

EXPERIENCE

Williamson Health and Wellness Center - *Williamson, WV*

Williamson native Dr. Donovan Beckett asked Mills Group to design new space for an expanded clinic in the vacant second storey of his building using the Leadership in Energy and Environmental Design (LEED) guidelines. Such standards ensure efficient energy performance and use of resources while also serving as a benchmark for the first in the state of West Virginia. Additionally, the importance of a national (now international) certification would provide inspiration for the once major export town of Williamson.

Bartlett House - *Morgantown, WV*

This 27,000 sq. ft. adaptive reuse and new addition is arranged to facilitate natural daylight and ventilation of all major spaces and focuses on a large central gathering space both inside and in a planted atrium. The design allows for future expansion of the facility, and two more phases to be completed in the next three years that includes a playground, walking trail, and a garden,

Morgantown Market Place - *Morgantown, WV*

Mills Group collaborated with the City of Morgantown, its Parking Authority, and Main Street Morgantown to design a structure that serves as an outdoor market, as well as sheltered parking for employees and patrons of the city's downtown business district. Such a structure is sustained by its fabricated steel construction, solar reflectant metal roof which mitigates urban heat island effects, and rainwater collection. Water falling on the roof is harvested on site and irrigates the native species vegetation that doubly acts as a bio-swale, which naturally filters pollutants in the rainwater that collect from the parking surface, as well as regenerates the site's soils.

BIOGRAPHY

Mr. Fyffe is familiar with a wide variety of building envelope systems and components, and has conducted field investigations on over 500 projects for federal, state and local government agencies, school systems, universities, commercial owners, churches and condominium associations. He serves as a personnel manager and oversees the allocation of company resources. He is responsible for managing, reviewing and preparing evaluation reports, cost estimates, design drawings, plans and specifications, with a particular emphasis on programmed maintenance, repair and replacement.

EXPERIENCE

Structural Assessment, Marion County Courthouse - *Fairmont, WV*


Served as Project Manager for the roofing and waterproofing component of the assessment. Work involved surveying of interior and exterior conditions related to flat roof systems, sloped metal roof systems and flashing, and cast iron façade and roofing elements. Provided follow on design services for implementation of roof repairs recommended by study associated with stabilization of perimeter cast iron cornice, and for roofing aspect associated with structurally reinforcing of the original clay tile arch roof deck.

Façade & Window Repair, Dumbarton Courts - *Washington, D.C.*

Project Manager responsible for conducting a study for the 1909 building related to extensive moisture penetration at the masonry and stucco covered masonry walls, including wood windows in varied states of deterioration. Study found numerous deferred maintenance issues leading to the interior moisture damage. Prepared follow up on construction documents for full façade and window restoration. Window restoration scope resulted from detailed study of options ranging from full replacement to simple scraping and painting.

Cottril's Opera House - *Thomas, WV*

Project Manager for the investigation of existing roofing and façade conditions of this 1902 abandoned structure related to complete restoration and reoccupation of the building. Efforts were focused on (1) completing stabilization to protect the building from the environment, and (2) designing long term repairs and replacements to serve the building in its fully occupied state.



David A.
Fyffe

PE

PRINCIPAL /
PROJECT
MANAGER

EDUCATION

BACHELOR OF SCIENCE, CIVIL
ENGINEERING, 1984
CLARKSON UNIVERSITY,
POTSDAM, NY

REGISTRATIONS

1993 / Civil Engineering
1997 / Civil Engineering
2005 / Civil Engineering
2005 / Civil Engineering

SEAL ENGINEER



EXPERIENCE





The Flatiron Building

LOCATION : Wheeling, WV

CLIENT : FIBOW Realty, LLC

SERVICES : Architectural Design
Development, Construction Drawings,
Construction Administration

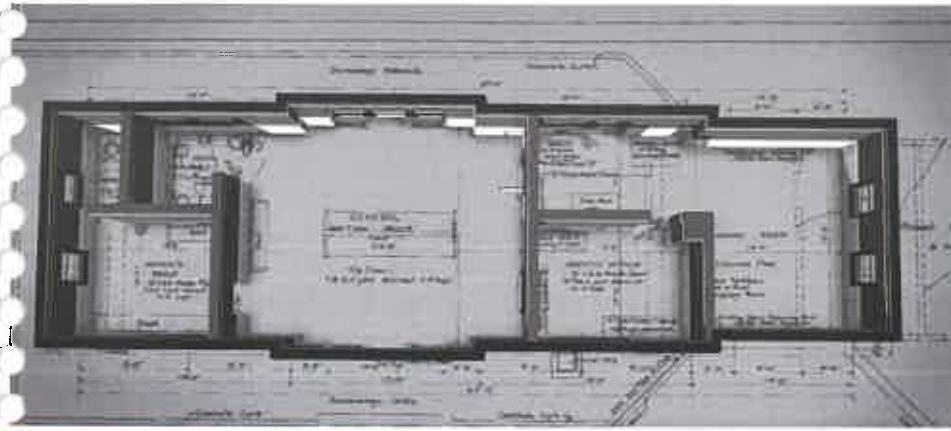
CONSTRUCTION VALUE :
\$1.5 million

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

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

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

MILLS GROUP
ARCHITECTURE • PLANNING • PRESERVATION



Berkeley Springs Depot Exterior Restoration

LOCATION : Bath, WV

CLIENT : Town of Bath

SERVICES : Construction Documents,
Bidding & Negotiation, Construction
Administration

CONSTRUCTION VALUE : \$500,000

MILLS GROUP
ARCHITECTURE • PLANNING • PRESERVATION

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

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

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

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



2016 WVSHPO Grant Monitor

LOCATION : WV

CLIENT : WV Division of Culture & History

SERVICES : Grant Monitoring & Technical Assistance

CONSTRUCTION VALUE : NA

MILLS GROUP
ARCHITECTURE • PLANNING • PRESERVATION

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

The awarded properties include:

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



West Virginia Veterans Memorial Restoration

LOCATION : Charleston, WV

CLIENT : WV State Purchasing Division

SERVICES : Conditions Assessment Report,
Full Restoration, Maintenance Plan

CONSTRUCTION VALUE :
\$1.5 Million

MILLS GROUP
ARCHITECTURE • PLANNING • PRESERVATION

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

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



Capitol Theatre Exterior Restoration

LOCATION : Wheeling, WV

CLIENT : Wheeling National Heritage
Area Corporation

SERVICES : Client Advisor

CONSTRUCTION VALUE : NA

MILLS GROUP
ARCHITECTURE • PLANNING • PRESERVATION

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

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

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



Seal Engineering, Inc.

OVERVIEW

LOCATION: VA

SERVICES: Investigation & Reports,
Design Services, Design Review, Bidding
Phase Services, CD Phase Services,
Design-Build



▪ Roofing

Built-Up Roof / Modified Bitumen / EPDM / Hot Rubberized Asphalt / TPO /
PVC / Slate / Tile / Shingles / Architectural & Structural Metal / Vegetative &
"Green" Systems

▪ Waterproofing

Leak Investigations / Plazas / Floodproofing / Parking Garages / Traffic
Deck Coating / Foundation Waterproofing

▪ Building Façade

Masonry / Stone / Concrete / Metal / Wood / Air Barriers / Windows /
Doors / Foundation Tie-In / Flashing

▪ Additional Services

Structural Investigation and Repair Design / Paving System Repair / Drainage
Analysis / Design Review / Building Purchase Due Diligence / 3rd Party
Inspections / Expert Testimony



REFERENCES

Ron Justice

West Virginia University
Marina Tower, 4th Floor
PO Box 6555
Morgantown, WV 26505
Ph: 304-293-3034
rjustice@mail.wvu.edu

Project: Sigma Nu Addition and
Garage, WVU Greek Masterplan

Kevin Duffin

Fibow Realty LLC
27 Forest Road
Wheeling, WV 26003
PH: 740-635-1920
Kevin@belmontcarsonpetroleum.com

Project: Flat Iron Building

Dave Clark

Woodlands Development Group
PO Box 1579
Elkins, WV 26241
Ph: 304-636-6495
Dclark@rchawv.org

Project: WDG Redbud Lane, the
Gatehouse Center, Delmonte
Marketplace

Kathy Mace

Preston County Commission
106 West Main Street, Room 202
Kingwood, WV 26537
Ph: 304-239-1805
kmace@prestoncountywv.gov

Project: Preston County
Courthouse/Commission
Improvements; Preston county 911
Center; Preston County Poor Farm
Masterplan

Brandon Dennison

Coalfield Development Corporation
PO Box 1133
Wayne, WV 25570
Ph: 304-617-2735
dennison.brandon@yahoo.com

Project: West Edge Warehouse at
the former Corbin Building

West Virginia Ethics Commission
Disclosure of Interested Parties to Contracts

(Required by W. Va. Code § 6D-1-2)

Contracting Business Entity: MILVS GROUP, LLC Address: 63 WHARF ST.
SUITE 300

Authorized Agent: MICHAEL MILVS Address: MORGANTOWN, WV 26504

Contract Number: ED1 0705 INT18000000001 Contract Description: A/E SERVICES FOR Bldg Study

Governmental agency awarding contract: THE WEST VIRGINIA LOTTERY COMMISSION

☐ 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.

SEAL ENGINEERING

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: 

Date Signed: 5/2/18

Notary Verification

State of WEST VIRGINIA, County of MONONGALIA:

I, Michael Milvs, 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 2ND day of May 2018.

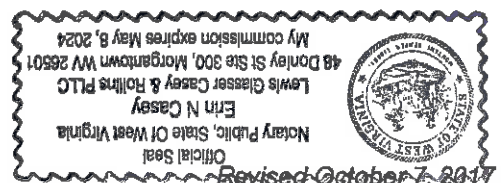

Notary Public's Signature

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:

MICHAEL MILES, AIA

Authorized Signature:

[Signature]

Date:

5/2/18

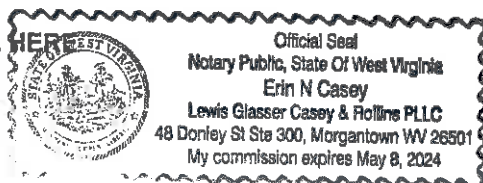
State of WEST VIRGINIA

County of MONONGALIA, to-wit:

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

My Commission expires May 8, 2024

AFFIX SEAL



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.

MICHAEL MILLS, AIA MANAGING PRINCIPAL
(Name, Title)

MICHAEL MILLS, AIA MANAGING PRINCIPAL
(Printed Name and Title)


63 WHARF ST. STE 300 MORGANTOWN, WV 26501
(Address)

304-296-1010 / 304-413-0120
(Phone Number) / (Fax Number)

MMILLS@MILLSGROUPONLINE.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.

MILLS GROUP, LLC
(Company)


(Authorized Signature) (Representative Name, Title)

MICHAEL MILLS, AIA MANAGING PRINCIPAL
(Printed Name and Title of Authorized Representative)

5/2/18
(Date)

304-296-1010 / 304-413-0120
(Phone Number) (Fax Number)