

**West Virginia
Department of Transportation,
Division of Public Transit**

**Bluefield Area Transit
Transfer Station**

CEOI 0805 PTR1800000002

05/19/18 10:17:42
WV Purchasing Division



McKINLEY & ASSOCIATES
ARCHITECTS • ENGINEERS • INTERIOR DESIGN



March 16, 2018

Melissa Pettrey
Senior Buyer
Department of Administration, Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130

Dear Ms. Pettrey and Member of the Selection Committee;

McKinley & Associates is pleased to provide the West Virginia Department of Transportation, Division of Public Transit with our expression of interest to provide necessary architecture, engineering, and other related professional services to design and specify for construction as well as provide construction contract administration, for a new transit transfer station for Bluefield Area Transit. As you review this submission, we emphasize the following strengths of McKinley & Associates with respect to your project:

McKinley & Associates has been providing design services since 1981. With offices in **Charleston** and **Wheeling, WV** and **Pittsburgh, PA**, we support a professional staff of **Architects, Engineers, Construction Administrators**, and more. Our staff also includes LEED Accredited Professionals specializing in Building Design and Construction (LEED AP BD+C) that have the experience to add energy efficient features into your project.

Our Firm as a whole brings a vast experience in working with Governmental agencies, including having won consecutive Statewide On Call Agreements with **West Virginia Department of Transportation, Division of Highways**. From this, we are working on a few projects for that Division, have also designed additional relevant projects for other clients, and are confident we can work with the Division of Public Transit to create the facility that will meet all your **Goals and Objectives**.

One of the more exciting aspects of our job is **listening to you**, our client, in how you envision this project, and transforming your ideas into realities. This can only be accomplished by effectively working together with you. Most of our current clients have been with our firm for many years. The main reason we have been able to maintain this relationship is because we **listen to their needs, and then deliver**. We encourage you to speak with our references because we feel this is the best way that our abilities can be conveyed to you.

Thank you for reviewing our submission and considering McKinley & Associates for your proposed project. We are ready to begin **immediately**, and we are very excited about the possibility of working with you.

Sincerely,

Ernest Dellatorre
President
McKinley & Associates

For your convenience, we have ordered and answered our Expression of Interest by following your criteria listed in "SECTION THREE: PROJECT SPECIFICATIONS - Part 3. Qualifications and Experience".

"Vendors will provide information regarding its employees, such as staff qualifications and experience in completing similar projects ...

Your project will be managed by Thomas R. Worlledge, AIA, LEED AP BD+C, REFP, an Architect whom is our Charleston Office Manager / Southern-WV Area Manager. Engineering services will be led by Tim E. Mizer, PE, RA, QCxP, our Director of Operations. Construction Administration services will be completed by Robert E. Smith. Here's an overview of these key personnel:

Thomas R. Worlledge, AIA, LEED AP BD+C, REFP will lead your project; being assigned as your "Project Manager" and main Point of Contact to the West Virginia Department of Transportation, Division of Public Transit. He is the liaison between you and our firm. He will be responsible for coordinating all the disciplines working on the design, which includes our in-house Architectural staff, Engineering staff, Construction Administrators, and more. Thom is a skilled **Architect** with over 30 years of experience, who has been the former President of the WV chapter of AIA, has received State and National design awards, and placed in National and Global design competitions. As a **LEED Accredited Professional specializing in Building Design & Construction**, he can help incorporate energy efficient aspects into this project. He has led multiple LEED projects and other energy-efficient projects; in fact, he designed the first LEED Certified school in West Virginia! He also designed the LEED Certified Building 55: West Virginia State Office Complex in Logan, West Virginia! He has been a member of the USGBC since 2001, was the first LEED AP in the state of West Virginia, and has served on the committee that sets the standards for the international energy code. He is also a Founder & Chairman of the Board for the US Green Building Council's West Virginia Chapter.

Tim E. Mizer, PE, RA, QCxP is a very talented and unique professional being a **Professional Engineer**, a **Registered Architect**, as well as a **Qualified Commissioning Process Provider**. Mizer's background as an Engineer and Architect has provided him with a total understanding of the engineering components and the process necessary for integrating architectural design and building systems. Furthermore, as a commissioning provider he has been formally trained to fully understand how integrated systems function and how systems interface with others to run your building efficiently. Also, as our **Director of Operations**, Mr. Mizer's presence is a key to the design procedures required to coordinate the functionality of the engineering systems into the aesthetics of a building space. He has worked on numerous upgrade projects over the past 22 years he has been at McKinley & Associates.

Robert E. "Bob" Smith is your **Construction Administrator (CA)**, who has a plethora of experience in contract management, project coordination, quality control and more. He has been a CA at McKinley & Associates since 2009; working on dozens of projects. He will observe the construction progress, will ensure that the contractor is following the construction documents, and much more.

A flow chart of the entire design team is seen on the following page.

Project Manager / Point of Contact

Thomas R. Worledge, AIA, LEED AP BD+C, REFP

Architecture

Thomas R. Worledge, AIA, LEED AP BD+C, REFP
*Southern-WV Area Manager & Charleston Office Manager /
Architect /
LEED Accredited Professional specializing in
Building Design & Construction*

Engineering Team

Tim E. Mizer, PE, RA, QCxP
*Director of Operations /
Architectural Engineer /
Architect /
Qualified Commissioning Process Provider*

Michael A. Heath
*HVAC/Mechanical Engineering Designer /
Fire Protection Engineering Designer*

Scott D. Kain
Plumbing Engineering Designer

Michael J. Clark
Electrical Engineering Designer

Construction Administration

Robert E. Smith

... references ...

We feel that the best way to demonstrate our strengths and leadership in relevant projects is by referring to our past and present clients. So that you don't only have to take our word for it; here is a list of references that we encourage you to call:

*WVDOH Equipment Division Facility HVAC
& WVDOH District 6 HQ Complex HVAC*
Mr. Nyle L. Fisher, Jr., PE
WV DOT, Division of Highways
Maintenance Division
1900 Kanawha Boulevard, East
Building 5, Room A-350
Charleston, WV 25305
304 / 558-9289

*Carenbauer Wholesale Corporation
Warehouse and Distribution Center*
Mr. Carl Carenbauer
Carenbauer Wholesale Corporation
1900 Jacob Street
Wheeling, WV 26003
304 / 232-0522

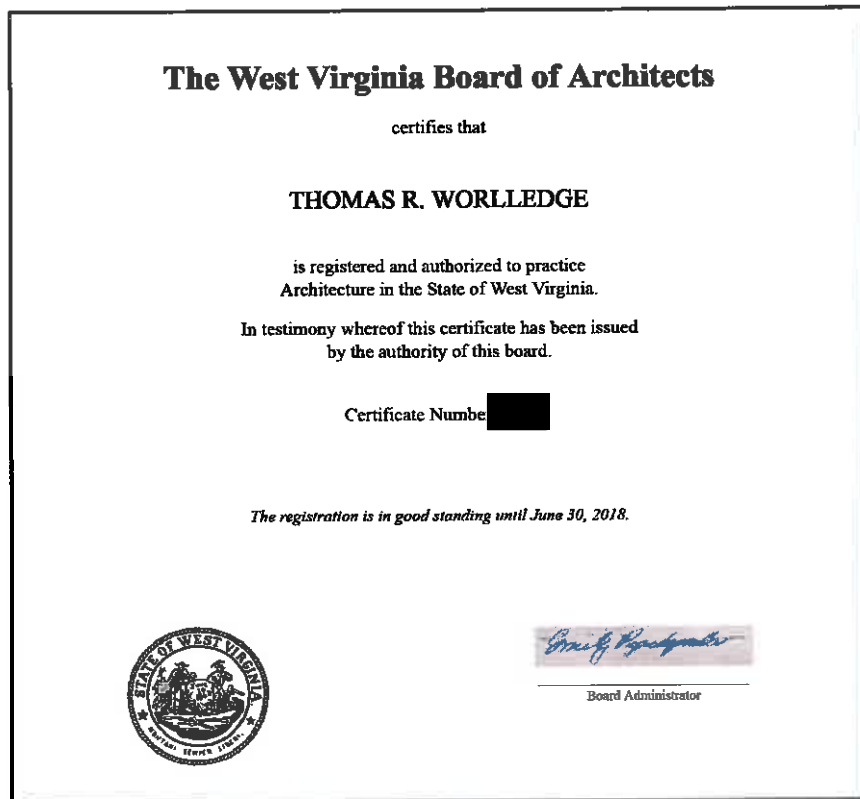
Building 55: West Virginia State Office Complex
Mr. Robert P. Krause, PE, AIA
State of West Virginia
General Services Division
1900 Kanawha Boulevard East
Charleston, WV 25305
304 / 558-9018

*Multiple USPS Projects throughout
West Virginia & Pennsylvania*
Mr. Michael Douglass
United States Postal Service
27497 Albert Pick Road
Greensboro, NC 27498
336 / 665-2875

Cabela's Eastern Distribution Center
Mr. Rick Boccetti
Cabela's
1 Cabela's Drive
Sidney, Nebraska 69160
860 / 290-6251

... copies of any staff certifications or degrees applicable to this project ...

Thomas R. Worlledge, AIA, LEED AP BD+C, REFP (*your Architect*) has a Master of Architecture from Virginia Polytechnic Institute & State University (1992), as well as a B.S. Architectural Eng. Tech. from Fairmont State College, School of Technology (1983). He is a Registered Architect in West Virginia, Ohio, Pennsylvania, Tennessee, and Virginia. His West Virginia Board of Architects' Registration & Authorization to provide Architectural Services in West Virginia certificate number is 2874. He is a member of the American Institute of Architects, and is NCARB Certified. He is also a LEED Accredited Professional specializing in Building Design & Construction, among his other certifications and designations. Included is a copy of his 2017-18 certification from the West Virginia Board of Architects:



Tim E. Mizer, PE, RA, QCxP (*your lead Engineer*) has a B.S. Architectural Engineer from Kansas State University (1983). He is a Registered Professional Engineer in West Virginia and Ohio. He is also a Qualified Commissioning Process Provider, and is a Registered Architect in Ohio.

Robert E. Smith (*your construction administrator*) has a B.S. Behavioral Science / Human Factors Engineering from the United States Air Force Academy (1983), as well as an M.S. Industrial Engineering from the University of Pittsburgh (1989).

We can also provide more copies of certifications/degrees/licenses of other Professionals if you wish to see them.

In addition, copies of our firm's various licenses are found on the following pages.



CERTIFICATE

I, Ken Hechler, Secretary of State of the State of West Virginia, hereby certify that
by the provisions of Chapter 31, Article 1, Sections 27 and 28 of the West Virginia Code, the Articles of Incorporation of

McKINLEY & ASSOCIATES, INC.

conform to law and are filed in my office. I therefore declare the organization to be a Corporation for the purposes set forth in its Articles, with the right of perpetual existence, and I issue this

CERTIFICATE OF INCORPORATION

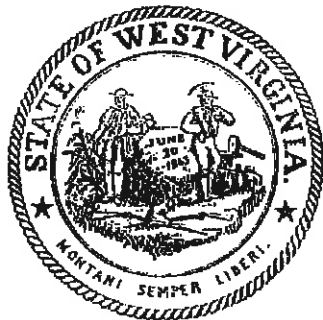
to which I have attached a duplicate original of the Articles of Incorporation.

Given under my hand and the Great Seal of the State of West Virginia, on this

FIFTEENTH day of
DECEMBER 19 89

Ken Hechler

Secretary of State.



State of West Virginia



Certificate

*I, Natalie E. Tennant, Secretary of State of the
State of West Virginia, hereby certify that*

MCKINLEY & ASSOCIATES, INC.

was incorporated under the laws of West Virginia and a Certificate of Incorporation was issued by the West Virginia Secretary of State's Office on December 15, 1989.

I further certify that the corporation has not been revoked by the State of West Virginia nor has the West Virginia Secretary of State issued a Certificate of Dissolution to the corporation.

Accordingly, I hereby issue this

CERTIFICATE OF EXISTENCE

Validation ID:0WV3W_CQTDH



*Given under my hand and the
Great Seal of the State of
West Virginia on this day of
October 27, 2015*

Natalie E. Tennant

Secretary of State

Notice: A certificate issued electronically from the West Virginia Secretary of State's Web site is fully and immediately valid and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be established by visiting the Certificate Validation Page of the Secretary of State's Web site, <https://apps.wv.gov/sos/businessentitysearch/validate.aspx> entering the validation ID displayed on the certificate, and following the instructions displayed. Confirming the issuance of a certificate is merely optional and is not necessary to the valid and effective issuance of a certificate.

**WEST VIRGINIA
STATE TAX DEPARTMENT
BUSINESS REGISTRATION
CERTIFICATE**

ISSUED TO:
**MCKINLEY & ASSOCIATES INC
32 20TH ST
WHEELING, WV 26003-3750**

BUSINESS REGISTRATION ACCOUNT NUMBER: **1040-9524**

This certificate is issued on: **06/28/2011**

*This certificate is issued by
the West Virginia State Tax Commissioner
in accordance with Chapter 11, Article 12, of the West Virginia Code*

*The person or organization identified on this certificate is registered
to conduct business in the State of West Virginia at the location above.*

This certificate is not transferrable and must be displayed at the location for which issued.

This certificate shall be permanent until cessation of the business for which the certificate of registration was granted or until it is suspended, revoked or cancelled by the Tax Commissioner.

Change in name or change of location shall be considered a cessation of the business and a new certificate shall be required.

TRAVELING/STREET VENDORS: Must carry a copy of this certificate in every vehicle operated by them.
CONTRACTORS, DRILLING OPERATORS, TIMBER/LOGGING OPERATIONS: Must have a copy of this certificate displayed at every job site within West Virginia.

stl.006 v.4
L0539442304

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*

MCKINLEY & ASSOCIATES, INC.

C00366-00

Engineer in Responsible Charge: TIM E MIZER - WV PE 013169

*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

... proposed staffing plan ...

First and foremost we can state that our large professional staff will devote whatever time is necessary to provide the West Virginia Department of Transportation, Division of Public Transit with a successful project. If our project team is chosen for this project; they are available to **start immediately** upon our being selected, and will provide the necessary hours to complete your project on time.

Our approach to design requires a dialog with the owners and the end users of the facility. This helps us to determine exactly what is needed in the new transit transfer station for Bluefield Area Transit. **We will meet your 5 Goals/Objectives.** We will develop plans, specifications, estimates and other construction/bidding documents, as well as provide programming and data collection services, along with basis for design guidance, and use the data collected to address functional and aesthetic criteria for the facility and develop space program requirements. We will connect the new building to previously constructed utilities and site utilities. The facility design will include function as an efficient transfer point for BAT and other system buses, other vehicles, and pedestrians. The overall aesthetic will complement and incorporate existing and future City of Bluefield "Depot District" design elements in final form and function essentially as a modern-day version of a historical passenger train depot in appearance that respects the ongoing Commercialization Station (former N&W Freight Station) renovations at 1400 Bluefield Avenue. The BAT Transfer Station design will also consider the strategic location of the Bluefield State College campus and Commercialization Station to encourage new ridership. The design will emphasize safety for pedestrians, passengers, and employees. Sustainable design features will include incorporation of an on-site CNG filling station, LED site and canopy lighting and the utilization of a pre-engineered clear-span steel building structural system to accommodate future growth and adaption of an open floor plan. We will provide documentation for the project/site for submission to the FTA to allow the authorization of FTA funding in the construction of both projects. We will also provide construction oversight on the BAT project.

Throughout the design process, we can hold design workshops at the discretion of the owner to get the critical information needed to achieve a design that meets your needs and budget.

All of our project managers, Architects and Engineers, write their own specifications for a project. By doing so, the specifications are written for - and pertinent to - only your project. Our firm utilizes a state of the art computer system, which allows all professionals to access our central computer server based in the Wheeling office. This system is operated by a full time MIS Director, who is responsible for daily backups and maintains the system integrity as to security and working efficiency. We are always connected to the internet.

In addition, our Construction Administrators (CA) have an extra responsibility than what most firms' CAs have; our CAs are a part of the design process from Day 1 (they are not thrown into the project only when construction starts; they are here from the beginning), so they know the ins-and-outs of the project. Our CA has an important role as being the liaison between the Owner, Contractor, and Architect/Engineers. The primary objective of this service is to ensure completion of work the way the client wants it - as scheduled and as budgeted. Our CA will evaluate the quality of the work to verify that it meets the level required by clients; in addition, they will monitor the contractor's progress to ensure that they are following the Construction Documents. They will observe the construction progress, is responsible for all construction meetings and minutes, and will verify pay application and change orders.

... Descriptions of past projects completed entailing the location of the project, project manager name and contact information, type of project, and what the project goals and objectives were and how they were met."

Carenbauer's Distribution Warehouse

Location: Wheeling, West Virginia

Contact: Mr. Carl Carenbauer

Carenbauer Wholesale Corporation

1900 Jacob Street

Wheeling, WV 26003

304 / 232-0522

Type of Project: Commercial Distribution Warehouse - Full A/E Services - New Construction

Project Description, Goals, and Objectives: The project was an **11,800 square foot warehouse expansion** - as well as existing warehouse and office building renovations - of the Carenbauer Wholesale Corporation building. Carenbauer's presently carry over 100 brands of beer in 250 different types of packages, and they represent 15 different breweries across the US and world.

The building **addition** included a large open span cold storage warehouse with a 26' clear height ceiling. This room needs to have temperature setpoints for every month of the year, ranging from 60 to 67 degrees. The building addition holds a point-of-sales storage room and mezzanine, a staging area, and a **loading dock with 3 bays**. **The docks included levelers, bumpers, trailer restraints, bollards, etc.** The addition is connected to the existing structure via motion-activated overhead metal rolling doors. The building's floor was designed to withstand continuous fork lift traffic. The renovations included the offices, conference room, kitchen, and men's restroom, as well as new women's restroom and a new warehouse manager office. Upgrades were made to electrical, HVAC, and plumbing in all areas of the addition. The existing warehouse electrical

distribution service was not large enough to handle the electrical loads required for the new construction. For the electrical system upgrades, the power was kept on while the addition was being constructed onto the existing building; and after all the new equipment was placed, there was only a minimal outage while the new electrical distribution was put in service.



Cabela's Eastern Distribution Center

Location: Triadelphia, West Virginia

Contact: Mr. Rick Boccetti

Cabela's

1 Cabela's Drive

Sidney, Nebraska 69160

860/290-6251



Type of Project: Commercial Warehouse - Full A/E Services - New Construction

Project Description, Goals, and Objectives: Located at The Highlands off of Interstate 70 is a \$40 million commercial warehouse/distribution center that was built in 2 fast-tracked phases. The building measures 1,200,000 square feet (600,000 SF for each of Phase I and Phase II), making it one of the largest buildings in West Virginia! Phase I included 32,000 SF of administrative offices and a large employee lunch room. Phase 2 included a 15,000 SF storage/maintenance shop and battery charging room. The warehouse features 30-FT high-bay ceilings to accommodate large automated storage/retrieval mezzanines and high-tech racking; the building's floor was designed to withstand continuous fork lift traffic. In order to facilitate construction during winter climate, a precast concrete wall panel system was designed for the building shell, and erected onto steel framing. The project was developed on a deep-fill, greenfield site with massive retaining walls, and new utilities.

We worked closely with the site engineers to coordinate exterior vehicle circulation and fire protection systems. This included particular attention to building and dock access for the 90 dock positions. The project also included a large parking and shipping area around the facility; 300 trailer parking spaces and 750 employee parking spaces. Security lighting was designed for these areas, with careful attention paid to illumination levels to permit camera operation in the parking lot areas.

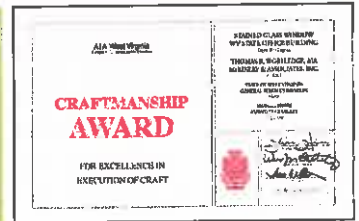
This 1.2 million square foot facility is a key link in Cabela's retail expansion plans, serving as their primary distribution center for the East Coast. In addition to keeping their retail stores fully stocked, it also benefits their direct business by reducing delivery times and lowering transportation costs to their catalog and Internet customers in the eastern United States. From this, certain areas of the facility need to be in operation 24/7; therefore, we designed an emergency backup generator and uninterruptible power supply (UPS) for the main data server room and for life safety systems. The generator is 500 kW; while the UPS is 65 kVA. This generator powers emergency lights, computer equipment, MIS power, MIS A/C, security and fire pump. Power is a key element in ensuring a fire pump works in an emergency situation; the fire pump is electric with standby power source connection to emergency generator.



Building 55: West Virginia State Office Complex

Location: Logan, West Virginia

Contact: Mr. Robert P. Krause, PE, AIA
State of West Virginia, General Services Division
1900 Kanawha Boulevard East
Charleston, WV 25305
304/558-9018



Type of Project: Governmental Office Building - Full A/E Services - New Construction
Project Description, Goals, and Objectives: City leaders were searching for a catalyst to stimulate community efforts to revitalize downtown Logan, West Virginia. This recently completed office building - dedicated on August 16, 2013 - has become that inspiration. **In March 2014, this project became LEED Certified.** The building is designed to reflect the history and culture of the area while incorporating **current technology and safety elements**, thus empowering the community leaders to create a vibrant connected urban core. This new 5-story building underscores its major role in the development and revitalization of downtown Logan by uniting office space for 127 employees for 6 state agencies under one roof, whom were once scattered throughout the city. The **53,200 SF building provides current technology, flexibility for future growth, and security features for existing and future tenants.** At the request of the Owner, the building was designed to be **energy efficient "green" and meet sustainable design goals.** To help achieve this, a tight building envelope was created with **closed cell foam insulation and thermal efficient windows.** One of the unique features of the building is the **natural daylight system** where we added "**light louvers**" which redirect daylight to the ceiling and diffuse natural light throughout the space. The open offices were placed around the exterior of the building and the enclosed offices along the interior wall so more of the tenants receive quality light. In addition, interior windows allow the daylight to pass to the center offices. The **HVAC system** included the installation of 2 **high efficiency** condensing boilers, packaged rooftop **energy recovery** ventilator, and much more. For another feature, the plaza uses **recycled brick pavers** from the demolished street; the patterns intersect at a quilt star, a symbol of West Virginia heritage that is carried into the building's main entry. It is interesting to point out a stained glass window feature in this entry, which won a **2013 AIA Craftsmanship Award.** It is custom designed to reflect the culture and history of the area, and use as much glass from West Virginia Manufacturers as possible.



Wheeling Park High School Bus Loop

Location: Wheeling, West Virginia

Contact: Dr. Kim Miller
Superintendent
Ohio County Schools
2203 National Road
Wheeling, WV 26003
304 / 243-0300

Type of Project: Bus Loop - New Construction

Project Description, Goals, and Objectives: Ohio County Schools requested a new separate traffic lane for school bus traffic for Wheeling Park High School. The project consisted of concrete demolition work, pavement stripping, a heavy duty concrete lane installation, a concrete walk and concrete full depth curb, the installation of precast bollard-type vehicle security barriers, and the reinstatement of 2 flag poles.

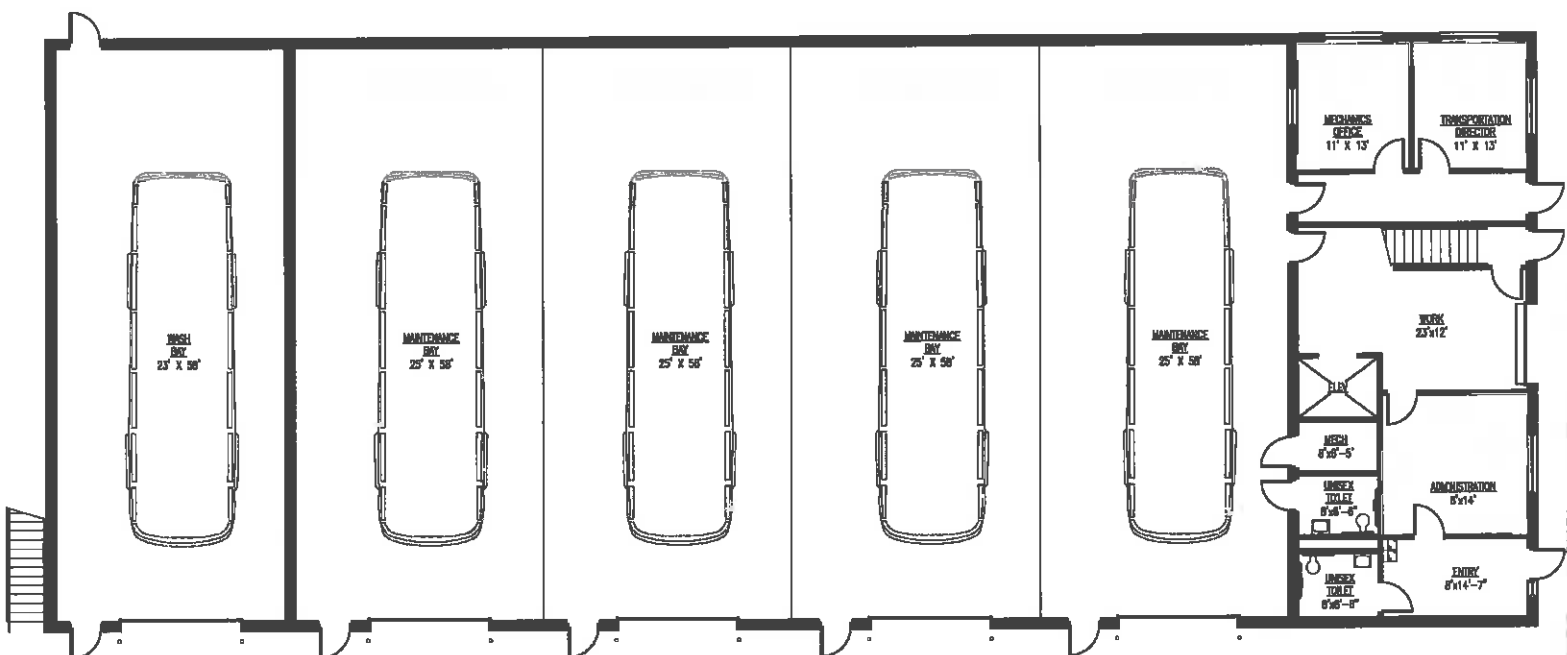
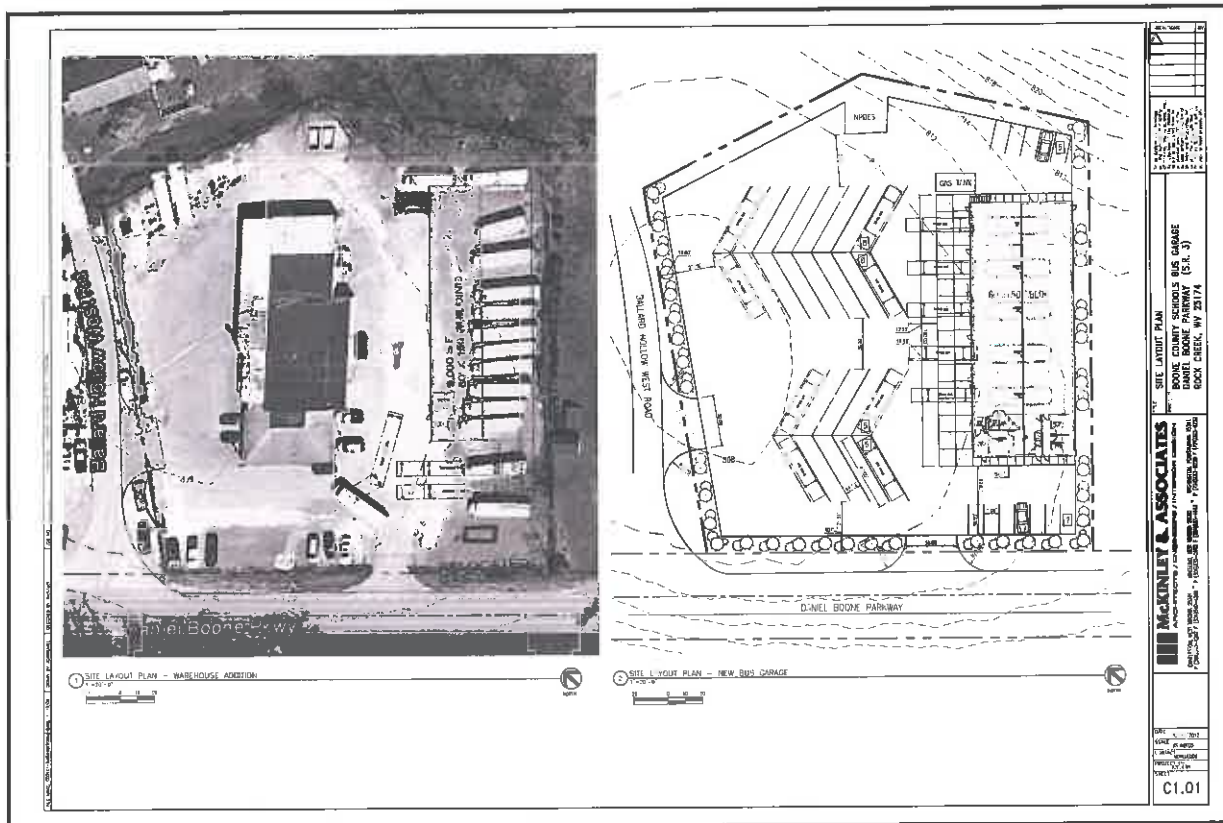


Boone County Bus Garage

Location: Rock Creek, West Virginia

Type of Project: Bus Garage - New Construction

Project Description, Goals, and Objectives: Currently in design is a Bus Garage for Boone County Schools. The building will be a pre-engineered 4-bay bus maintenance garage building, with an additional 1-bay bus wash bay, administration office area, and storage. The sitework will include erosion control, demolition, storm work, bus parking, car parking, landscaping, building pad, and pavements.



Parkview Maintenance Garage

Location: Moundsville, West Virginia

Contact: Mr. Michael Hince

Superintendent

Marshall County Schools

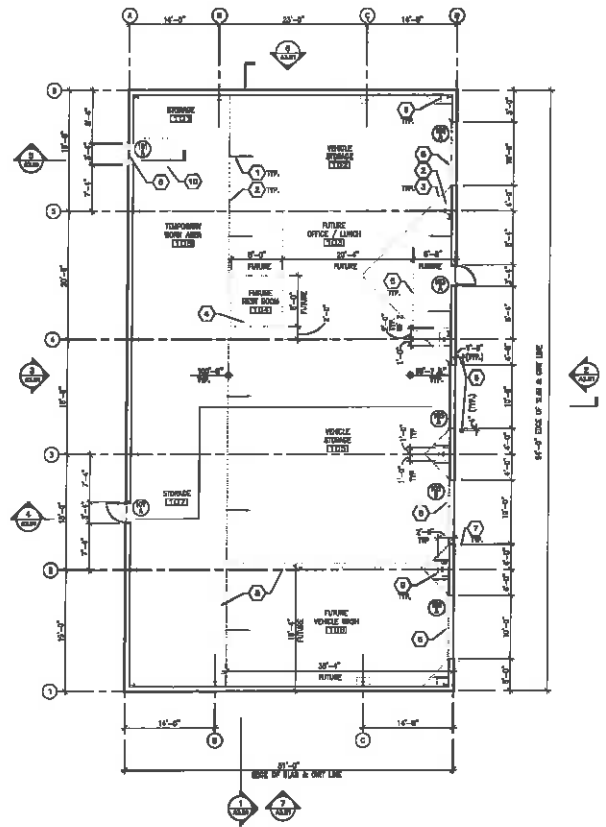
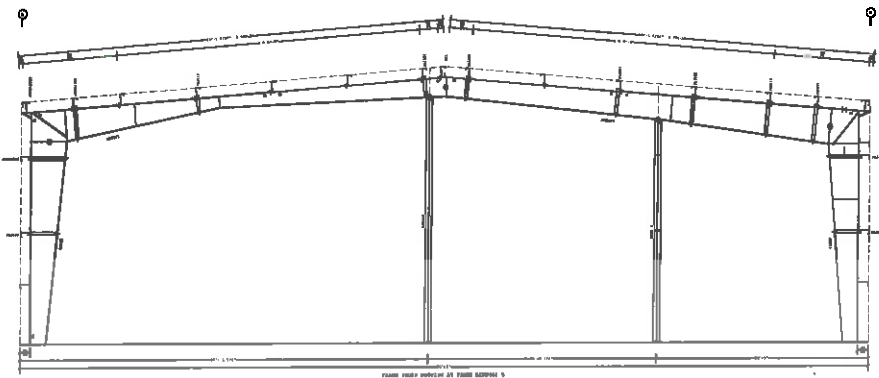
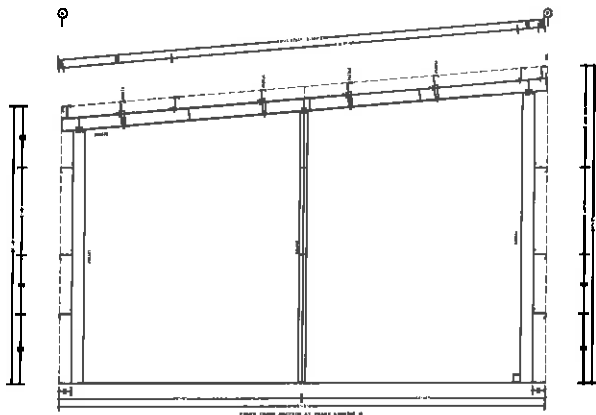
PO Box 578

Moundsville, WV 26041

304 / 843-4400

Type of Project: Bus Garage - New Construction

Project Description, Goals, and Objectives: The Parkview Maintenance Building is a vehicle storage and maintenance garage at the Marshall County School's Gateway Achievement Center (former Parkview Elementary School). This is a 51' x 94' pre-engineered metal building complete with steel siding, roofing, purlins, girts, man doors, etc. It included 16' ceilings, four 10'x12' overhead garage doors, three 3' man doors, equipment storage areas, vehicle storage, wash and work bays, cosmetic painting of interior walls and door frames, HVAC, fire alarm, lighting, electrical service, site excavation, foundations, and sealed 6" concrete slab on grade with 4" gravel fill among other scope. The projected cost of the building was \$299,505, and the actual cost was \$295,085.



2 FLOOR PLAN
1/2" = 1'-0"



- FLOOR PLAN NOTED ITEMS
- 1 DIRECTION OF SLOPE IN CONCRETE FLOOR, DOWNWARD AT 1/8" PER FOOT.
 - 2 MAKE LINE OF HIGH POINTS IN CONCRETE FLOOR.
 - 3 VALLEY LINE BETWEEN SLABS IN CONCRETE FLOOR.
 - 4 LOCATIONS FOR LONGITUDINAL REINFORCING BARS-SEE STUDDED BY THROUGH IRON PLUMBING BARS-SEE BY NUMBER - ALL - COORDINATE WITH OWNER.
 - 5 AREA SET ASIDE FOR THE PURPOSE OF FUTURE CONSTRUCTION-NO PARTITION IN THIS CORNER.
 - 6 FRAMED BAYINGS WITH BEAM HEADS, SEE SECTIONAL FRAMED OPENING IS FOR FUTURE WORK, SEE ARCHITECTURE & TRADE SPECIFICATIONS.
 - 7 HOLLANDS B.L.G., SEE ARCHITECTURE.
 - 8 HOLLANDS, SEE SYMBOL, BEHIND BEAMS ON SHEET WALLS.
 - 9 LEVEL POINTS OF CONCRETE FLOOR AT EACH BUILDING GRID FRAMED & COLUMN.
 - 10 FUTURE STAIRS - ALL.



Panhandle Cleaning & Restoration - Storage Warehouse, Garages, & Office Building

Location: Triadelphia, West Virginia

Contact: Mr. Bob Contraguerro, Jr.

Panhandle Cleaning and Restoration

42 38th Street

Wheeling, WV 26003

304/232-2321

Type of Project: Warehouse / Office Building

Project Description, Goals, and Objectives: Panhandle Cleaning & Restoration invested \$3.5 million in new prefabricated metal buildings. The **Storage Warehouse** and Contents Processing Facility's exterior measures 130'x200', which includes a 6,400 SF 2-story mezzanine within the structure, providing 32,000 total warehouse square feet. **There are multiple bays and loading docks around this structure; the garages fit vehicles of various sizes.** The exterior walls are finished with masonry infill and metal siding. Interior space varies between 20' - 30' clear of the metal structure. The free-standing masonry area with a conventionally framed platform above it provides an additional storage area enabling the Owner to take advantage of the 2 ½ story clear height along one end of the warehouse. **An additional prefabricated 8,600 SF, 2-story office building is attached to the warehouse along the high side of the warehouse.** The office building also includes custom furnishings and finishes. Panhandle provides **24-hour emergency disaster clean-up services** and therefore required some **special electric, data, plumbing, and mechanical systems.** The first floor of the mezzanine is the "Contents Processing Facility," is broken into multiple rooms, and many have **specialized components and considerations** we had to design, such as casework, workbenches, and specialty electric to name a few.



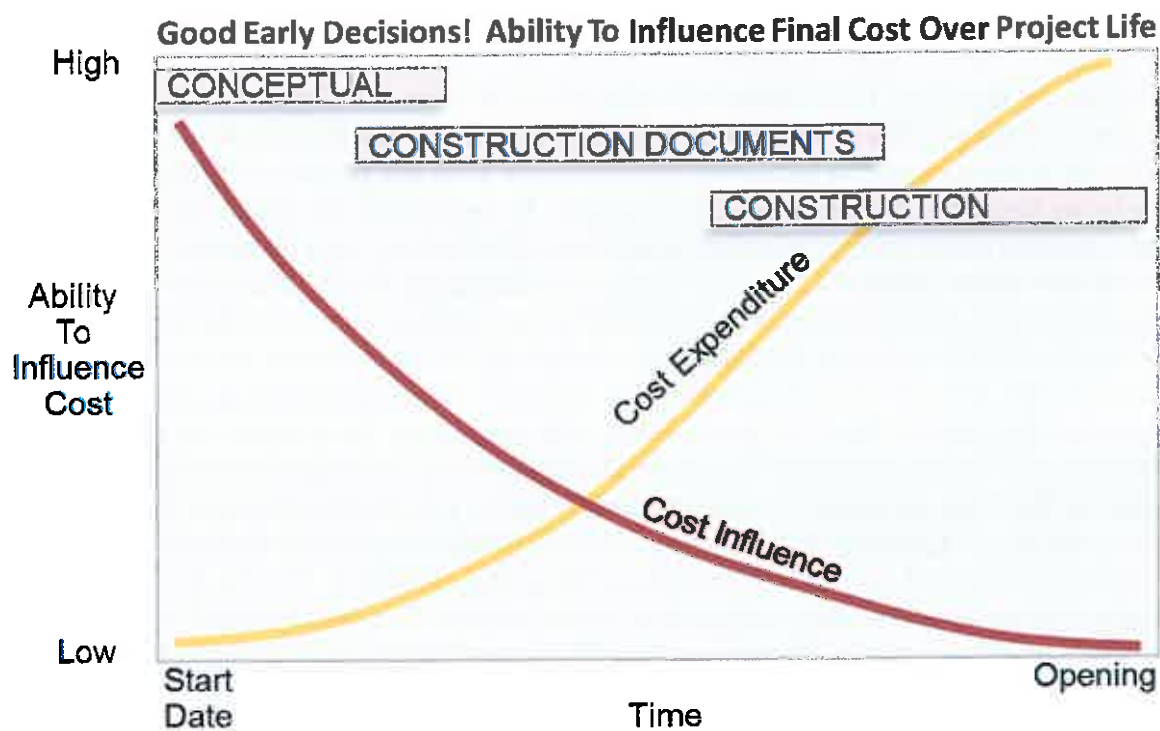
3.1. a. The successful firm or team should demonstrate a clear procedure for communication with the agency during all phases of the project.

To start your project, an **on-site kickoff meeting** will be held with all pertaining Owners **representatives** along with all our Teams' design professionals. From this meeting the Owners Project Requirements will be defined and documented, to be used as a guideline through the design phase. We will use this information to aid in the design of the project. The project begins with this initial project activity and continues through document submissions, construction and owner occupancy. The longevity and size of the firms and our histories of success completing projects of all kinds is founded upon our commitment to the schedule. **During the design phases, we hold weekly meetings to discuss your project, the budget, schedule and quality assurance. We provide Documented Minutes of all of our meetings and encourage the Owner to participate in as many of these meetings as possible.** Also during the design phases, all needed personnel become fully versed in the Client's program, project requirements and design standards. The design team is responsible for identifying for the Client any potential conflicts between program criteria and design standards and resolving those conflicts to the client's satisfaction.

During the **kick-off meeting**, interviews will take place to learn what you, the Owner, want in the BAT transfer station. This is a very important step as it sets up the remainder of the project. Armed with this information, the McKinley professionals start the process of **schematic drawings (SDs)**. This is the first time thoughts are put on paper. At the end of this phase the product is a first look at what the plans might look like, as well as a preliminary cost estimate. **You will have a chance to review these plans.** During the **design development (DDs) drawings** phase, plans start to take shape and changes are made. **You will have a chance to review these plans as well.** Next is the time that the McKinley professionals take all of the information gained from the meetings and the SD and DD drawing phases and produce the **construction drawings (CDs)** and specifications for the project. The CDs provide the tool needed for the contractors to bid the project and information and details necessary to construct the building. Changes become difficult at this point. **Copies of the final documents will be distributed to you for final review and approval.** Afterwards is the actual **bidding** of the project. We will conduct a pre-bid meeting to handle all bidding information as well as conduct the bid opening and reporting. Finally, the **Construction Administration** phase involves the construction of the project. Our professionals now act as your agent and watch over the project. We will work with the contractors to make sure they are building what we designed and specified and are doing it correctly. We handle all paperwork from the contractor and provide the owner with approved pay requests. This phase is very important to ensure that you get what you are paying for.

3.1. b. The successful firm or team should demonstrate a history of projects that met the owner's budget and a clear plan to ensure this project can be constructed within the project budget. This plan must be described in detail.

For meeting the owner's **budget**; the work to be performed by your design team is very clear; to **evaluate, prioritize and design within budget** to meet the needs of the West Virginia Department of Transportation, Division of Public Transit. We continually achieve success in projects by maintaining **cost and time management, quality control and excellent communication** amongst the client and contractors. **Quality control** is a constant process which begins with the initial project activity and continues through document submissions, construction and owner occupancy. All documents will be prepared with the current WV State Building Codes as well as all State and Federal Codes, Regulations, and Ordinances. **Understanding your needs through good communications up-front** will help ensure your project scope is known from the beginning; which will in-turn help save costs throughout the design and construction phases.



McKinley & Associates **tracks the budget** through all of the programming and design phase documents, and ensures that the total building scope continues to stay within the budgeted amount. The more we understand your project, and our ability to develop quality documents, ultimately create a better end-product, which will cut down on costs. In addition, during construction, the primary objective of our Construction Administration service is to ensure completion of work the way the client wants it - **as scheduled and as budgeted**. Through these efforts we hope you can see that we have been and will continue to supply our clients throughout West Virginia with great designs that come in on/under budget.

3.1. c. The successful firm or team should demonstrate a history of projects that have been constructed in the time allotted in the contract documents and a clear plan to ensure this project will be constructed within the agreed construction period. This plan must be described in detail.

Construction Administration by definition is, literally, the administration of the Construction Contract. Generally, this has been translated to include all forms of communication and interaction between the Architect and the General Contractor, and the coordination of regular progress meetings on site.

During the construction, the processing of shop drawings and submittals will be controlled and monitored by Mr. Worlledge, your Project Architect, and includes the receipt, logging, review and return of submittals. Your Project Architect will also be a part of some on-site meetings and will be available to answer RFIs during the construction portion of the project; moreover, one of our Construction Administrators (CAs), Bob Smith, will now take the more active role.

McKinley & Associates has developed a more comprehensive role for the Construction Administrator assigned to your project. Our CAs performs the traditional tasks of monitoring construction to ensure compliance with Contract Documents, observing construction progress, conducting progress meetings, administering payment requests and change orders, and more.

But our CAs also constitutes an important thread in the texture of project continuity: our CA is part of the project development from the first design team meeting. Since they are here from Day 1 (they are not thrown into the project only when construction starts; they are here from the beginning), so they know the ins-and-outs of the project. He becomes familiar with project objectives and conditions concurrently with the other team members, and subsequently is able to maintain an informed, but usefully peripheral, coordination role that adds value to the process, both during design, and during construction. His position as site liaison is thus extended to include project liaison-in-house wherever he sees a missing link in communication. As his primary tasks are construction related, often, what he brings to the table is good construction sense. Also, as mentioned before, during construction the primary objective of our Construction Administration service is to ensure completion of work the way the client wants it - **as scheduled and as budgeted.**

There are many ways to help the construction schedule. One tool that we could recommend and have utilized successfully is to specify the longer lead time equipment as early as possible in the design period. We then break these out for owner direct purchase from the manufacturer. This affords a quicker delivery due to any delay by the more typical contractor submittal process and will not hold up the Construction Period by waiting for the new equipment.



3.1. d. The successful firm or team should demonstrate competent and acceptable experience in all expected professional disciplines necessary for the design and completion of the project.

We know McKinley & Associates possesses the required **expertise** to address all facets of your included project, and we will provide you with all the disciplines and services needed to make this projects a success.

We are confident we can meet your program requirements. McKinley & Associates has experience with relevant projects, have worked on renovations to the Intermodal in Wheeling, built bus loops, and more. We have worked with owners in many different sectors of business and have been able to comply with their various requirements and standards, including Federal Agencies such as the USPS, DOD, VA, FAA, HUD, EPA, MSHA, NASA, and NPS among others, and also State Agencies such as DRS, DOE, DOC, DOJS, DOT, WVARNG, and WVSP to name a few. We are able to respond to their needs, and we are certain that we are able to respond to all of your needs as well.

You appropriately recognize how codes, and State / federal regulations are important to a successful project. Our professional's design within these codes daily, as our practice is and remains a West Virginia practice and we are dedicated more than ever to the state in which we live. All documents will be prepared with the current WV State Building Codes as well as all State and Federal Codes, Regulations, and Ordinances. We are members of many organizations, and follow their standards, such as NFPA, AWI, WVEDC, AIA, NCARB, ASCE, ASPE, BOCA, ASHRAE, A4LE, and ACI International among others.

Our **engineering** staff is known for innovative solutions, and has recently had special opportunities and experience related to various typical and atypical building types. For example, McKinley & Associates designed the first Chilled Beam HVAC System in the State of West Virginia, one of the first Variable Refrigerant Volume / Air-Cooled DX Multi-Zone System in the State, and one of the first buildings utilizing all-LED interior and exterior lighting in West Virginia and the bid came in the same as conventional lighting. Our design has been recognized with numerous State & National awards. **We know the new technology and we know how and when to apply it effectively.**

Per your request on page 22 of the Solicitation, here are copies of our various Insurances and their Coverages:

ACORD CERTIFICATE OF LIABILITY INSURANCE DATE (MM/DD/YYYY) 02/09/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: Paul J. Associates, 1321 Clapline Street, P. O. Box 990, Wheeling, WV 26003-0122

INSURED: McKinley & Associates, Inc., The Maxwell Centre, 32-20th Street, Wheeling, WV 26003

AGENCY: 304.233.3303 FAX: 304.233.3333

INSURER A: Cincinnati Insurance Co. 10677

INSURER B: Brickstreet Ins. Brick

CERTIFICATE NUMBER: 2018-2019 Certificate REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| LINE | TYPE OF INSURANCE | INSURANCE | POLICY NUMBER | POLICY EFF. DATE | POLICY EXP. DATE | LIMITS |
|------|--|--|----------------|------------------|------------------|--|
| A | GENERAL LIABILITY | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR | EPP/EB40146333 | 06/15/2017 | 06/15/2018 | EACH OCCURRENCE \$ 1,000,000 AGGREGATE OCCURRENCE \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & AUTO INURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 |
| | AUTOMOBILE LIABILITY | | EPP/EB40146333 | 06/15/2017 | 06/15/2018 | COMBINED SINGLE LIMIT (B & C) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ MED EXP (Per person) \$ MED EXP (Per accident) \$ |
| | UMBRELLA LIAB | | EPP/EB40146333 | 06/15/2017 | 06/15/2018 | EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 EXCESS \$ EXCESS \$ |
| | WORKING COMPENSATION AND EMPLOYERS LIABILITY | | MC1018014 | 10/01/2017 | 10/01/2018 | EL. EACH ACCIDENT \$ 1,000,000 EL. DISEASE - BA EMPLOYEE \$ 1,000,000 EL. DISEASE - POLICY LIMIT \$ 1,000,000 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 201 Additional Schedule Schedule, if more space is required)

CERTIFICATE HOLDER: McKinley & Associates, Inc. CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

PROOF OF INSURANCE: John M. Mackie 2/9/18 Jm

ACORD 25 (REV 08/10) The ACORD name and logo are registered marks of ACORD.

ACORD CERTIFICATE OF LIABILITY INSURANCE DATE (MM/DD/YYYY) 10/8/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: The James S. Cleveland Company, 1100 Superior Avenue, Suite 1800, Cleveland OH 44114

AGENCY: Saraga Turchi, 10000, 216-777-8134, saragaturchi@jsscleveland.com

INSURER A: American Continental Insurance Company 18313

INSURED: McKinley & Associates, Inc. MCKIN-1, 32 20th Street #100, Wheeling WV 26003

CERTIFICATE NUMBER: 191927327 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| LINE | TYPE OF INSURANCE | INSURANCE | POLICY NUMBER | POLICY EFF. DATE | POLICY EXP. DATE | LIMITS |
|------|--|---|---------------|------------------|------------------|---|
| A | GENERAL LIABILITY | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR | | | | EACH OCCURRENCE \$ AGGREGATE OCCURRENCE \$ MED EXP (Any one person) \$ PERSONAL & AUTO INURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ |
| | AUTOMOBILE LIABILITY | | | | | COMBINED SINGLE LIMIT (B & C) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ MED EXP (Per person) \$ MED EXP (Per accident) \$ |
| | UMBRELLA LIAB | | | | | EACH OCCURRENCE \$ AGGREGATE \$ EXCESS \$ EXCESS \$ |
| | WORKING COMPENSATION AND EMPLOYERS LIABILITY | | | | | EL. EACH ACCIDENT \$ EL. DISEASE - BA EMPLOYEE \$ EL. DISEASE - POLICY LIMIT \$ |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 201 Additional Schedule Schedule, if more space is required)

CERTIFICATE HOLDER: Specimen For Purpose of Extending Coverage Only WV 26003 CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

PROOF OF INSURANCE: Saraga C. Turchi

ACORD 25 (REV 08/10) The ACORD name and logo are registered marks of ACORD.



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

State of West Virginia
 Centralized Expression of Interest
 34 — Service - Prof

Proc Folder: 421230

Doc Description: Expression of Interest for WVDOT, Division of Pubic Transit

Proc Type: Central Contract - Fixed Amt

| Date Issued | Solicitation Closes | Sollicitation No | Version |
|-------------|------------------------|-------------------------|---------|
| 2018-02-08 | 2018-03-20 13:30:00 | CEOI 0805 PTR1800000002 | 1 |

BID RECEIVING LOCATION

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

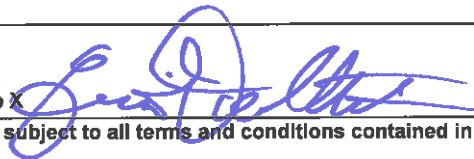
VENDOR

Vendor Name, Address and Telephone Number:

*000000206862
 McKinley & Associates, Inc.
 129 Summers Street - Suite 201
 Charleston, West Virginia 25301
 (304) 340-4267

FOR INFORMATION CONTACT THE BUYER

Melissa Pettrey
 (304) 558-0094
 melissa.k.pettrey@wv.gov

Signature  FEIN # 55-0696478 DATE March 16, 2018
 All 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.



(Name, Title)

Ernest Dellatorre, President

(Printed Name and Title)

129 Summers Street - Suite 201, Charleston, West Virginia 25301

(Address)

(304) 340-4267 | (304) 340-4269

(Phone Number) / (Fax Number)

edellatorre@mckinleyassoc.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.

McKinley & Associates

(Company)



(Authorized Signature) (Representative Name, Title)

Ernest Dellatorre, President

(Printed Name and Title of Authorized Representative)

March 16, 2018

(Date)

(304) 340-4267 | (304) 340-4269

(Phone Number) (Fax Number)

West Virginia Ethics Commission



Disclosure of Interested Parties to Contracts

Pursuant to *W. Va. Code* § 6D-1-2, a state agency may not enter into a contract, or a series of related contracts, that has/have an actual or estimated value of \$100,000 or more until the business entity submits to the contracting state agency a Disclosure of Interested Parties to the applicable contract. In addition, the business entity awarded a contract is obligated to submit a supplemental Disclosure of Interested Parties reflecting any new or differing interested parties to the contract within 30 days following the completion or termination of the applicable contract.

For purposes of complying with these requirements, the following definitions apply:

"Business entity" means any entity recognized by law through which business is conducted, including a sole proprietorship, partnership or corporation.

"Interested party" or "Interested parties" means:

- (1) A business entity performing work or service pursuant to, or in furtherance of, the applicable contract, including specifically sub-contractors;
- (2) the person(s) who have an ownership interest equal to or greater than 25% in the business entity performing work or service pursuant to, or in furtherance of, the applicable contract. (This subdivision does not apply to a publicly traded company); and
- (3) the person or business entity, if any, that served as a compensated broker or intermediary to actively facilitate the applicable contract or negotiated the terms of the applicable contract with the state agency. (This subdivision does not apply to persons or business entities performing legal services related to the negotiation or drafting of the applicable contract.)

"State agency" means a board, commission, office, department or other agency in the executive, judicial or legislative branch of state government, including publicly funded institutions of higher education: Provided, that for purposes of *W. Va. Code* § 6D-1-2, the West Virginia Investment Management Board shall not be deemed a state agency nor subject to the requirements of that provision.

The contracting business entity must complete this form and submit it to the contracting state agency prior to contract award and to complete another form within 30 days of contract completion or termination.

This form was created by the State of West Virginia Ethics Commission, 210 Brooks Street, Suite 300, Charleston, WV 25301-1804. Telephone: (304)558-0664; fax: (304)558-2169; e-mail: ethics@wv.gov; website: www.ethics.wv.gov.

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West Virginia Ethics Commission
Disclosure of Interested Parties to Contracts
(Required by W. Va. Code § 6D-1-2)

Contracting Business Entity: McKinley & Associates **Address:** 129 Summers Street - Suite 201
Charleston, West Virginia 25301

Authorized Agent: Ernest Dellatorre **Address:** same as above

Contract Number: CEOI 0805 PTR1800000002 **Contract Description:** Bluefield Area Transit
Transfer Station

Governmental agency awarding contract: West Virginia Department of Transportation,
Division of Public Transit.

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 services 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:  **Date Signed:** March 16, 2018

Notary Verification

State of West Virginia, County of Ohio:

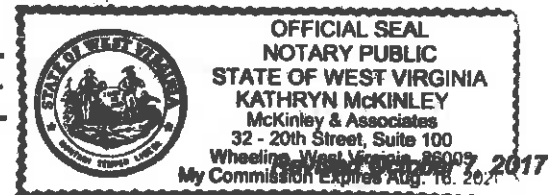
I, Ernest Dellatorre, the authorized agent of the contracting business entity listed above, being duly sworn, acknowledges that the Disclosure herein is being made under oath and under the penalty of perjury.

Taken, sworn to and subscribed before me this 16 day of March, 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(f), 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 §81-5-3) 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: McKinley & Associates

Authorized Signature: [Signature] Date: March 16, 2018

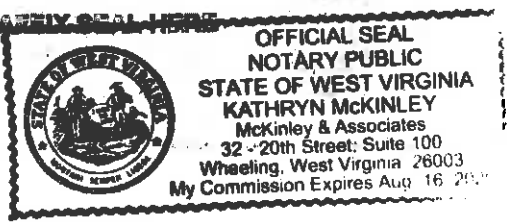
State of West Virginia

County of Ohio, to-wit:

Taken, subscribed, and sworn to before me this 16 day of March, 2018.

My Commission expires August 16, 2020.

NOTARY PUBLIC [Signature]
Purchasing Affidavit (Revised 01/19/2016)





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

State of West Virginia
 Centralized Expression of Interest
 34 — Service - Prof

Proc Folder: 421230

Doc Description: Expression of Interest for WVDOT, Division of Pubic Transit

Proc Type: Central Contract - Fixed Amt

| Date Issued | Solicitation Closes | Solicitation No | Version |
|-------------|------------------------|-------------------------|---------|
| 2018-03-02 | 2018-03-20 13:30:00 | CEOI 0805 PTR1800000002 | 2 |

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:

*000000206862
 McKinley & Associates, Inc.
 129 Summers Street - Suite 201
 Charleston, West Virginia 25301
 (304) 340-4267

FOR INFORMATION CONTACT THE BUYER

Melissa Pettrey
 (304) 558-0094
 melissa.k.pettrey@wv.gov

Signature X

FEIN # 55-0696478

DATE March 16, 2018

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

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: PTR180000002

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 checked="" 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 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.

McKinley & Associates

Company



Authorized Signature

March 16, 2018

Date

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