



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

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

Proc Folder: 512635

Doc Description: EOI: Building Twenty-Three Renovations

Proc Type: Central Contract - Fixed Amt

Date Issued	Solicitation Closes	Solicitation No	Version
2018-11-08	2018-12-04 13:30:00	CEOI 0211 GSD190000002	1

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

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WV PURCHASING
 DIVISION

Vendor Name, Address and Telephone Number:

E.T. Boggess Architect, Inc.

PO Box 727

Princeton, WV 24740

101 Rockledge Avenue

304-425-4491

FOR INFORMATION CONTACT THE BUYER

Melissa Pettrey

(304) 558-0094

melissa.k.pettrey@wv.gov

Signature X

FEIN #

55-0515917

DATE

December 3, 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.

Todd Boggess, President
(Name, Title)
Todd Boggess, President
(Printed Name and Title)
PO Box 727, Princeton, WV 24740
(Address)
(P) 304-425-4491 / (F) 304-425-2028
(Phone Number) / (Fax Number)
etb@etbarchitects.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contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated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.

E.T. Boggess Architect, Inc.
(Company)

Todd Boggess Todd Boggess, President
(Authorized Signature) (Representative Name, Title)

Todd Boggess, President
(Printed Name and Title of Authorized Representative)

December 3, 2018
(Date)

(P) 304-425-4491 / (F) 304-425-2028
(Phone Number) (Fax Number)

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: ADJ190000011

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

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

Addendum Numbers Received:

(Check the box next to each addendum received)

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

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

E.T. Boggess Architect, Inc.

Company


Authorized Signature

December 3, 2018

Date

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

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: E.T. Boggess Architect, Inc.

Authorized Signature: *[Signature]* Date: December 3, 2018

State of West Virginia

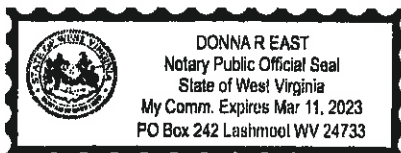
County of Mercer, to-wit:

Taken, subscribed, and sworn to before me this 3 day of December, 2018

My Commission expires March 11, 2023

AFFIX SEAL HERE

NOTARY PUBLIC *[Signature]*





Letter of Transmittal

12/3/2018

TO: Department of Administration, Purchasing Division
2019 Washington Street East
Charleston, WV 25305

Project:
GSD1900000002
Building #23 Renovations

Atten: Melissa Pettrey

Sending Via:
UPS

Subj: Qualifications

CODE LEGEND	<input type="checkbox"/> 1. For payment	<input type="checkbox"/> 4. For your signature	<input type="checkbox"/> 7. Send 1 to Contractor
	<input checked="" type="checkbox"/> 2. For your review	<input type="checkbox"/> 5. As requested	<input type="checkbox"/> 8. Return 1 to ETB
	<input type="checkbox"/> 3. For your files/use	<input type="checkbox"/> 6. Owner keeps 1	<input type="checkbox"/> 9. Office Copy

# of copies	DATE	DESCRIPTION	CODE
1		Statement of Qualifications - Original	2
2		Statement of Qualifications - Convenience Copies	2
1		WV Purchasing Forms - Unbound	3

REMARKS:

Thank you for this opportunity and we look forward to hearing from you.

Signed: Todd Boggess, AIA, NCARB, Architect



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

■ December 4, 2018

REF: GSD1900000002

Dear Ms. Pettrey:

In response to your qualifications request for the professional Architectural and Engineering Design services, the E.T. Boggess Architect, Inc. team is pleased to submit information regarding our experience. We will provide the services necessary to accomplish the evaluation and renovation design of Building 23 at 407 Neville Street in Beckley, WV. Our team will work with the State of WV and representatives from the various agencies currently occupying the building (DHHR, WV Tax & Revenue, and Veteran's Affairs) to ensure that everyone's vision for the project is achieved.

I will be your architect and will be the person-in-charge for all aspects of the project. Our consultants include Harper Engineering who will be providing mechanical/electrical/plumbing engineering, along with E.L. Robinson for structural and civil engineering, as necessary. Our team is familiar with the challenges associated with renovation projects and the possible issues that could arise during the demolition and construction process. We believe we offer the service, knowledge and experience you will need to successfully accomplish the proposed project with as little disruption to the daily operations of the occupants as possible.

ETB emphasizes a client-centered design approach, incorporating mutually defined project objectives. Through this focus, we can assure the State of West Virginia that needs and project issues will be clearly identified and addressed through an engaged, interactive programming, design, and construction process. Our design process will be conducted with an attention to detail, creative problem solving and with a passion towards project success.

We value this opportunity to serve you and look forward to personally presenting our credentials.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Todd Boggess', is written over a faint, larger version of the signature.

Todd Boggess, AIA, NCARB, Architect
President

Cover Letter

Qualifications & Approach – 1

Process & Scope of Services – 2

Firm Profiles – 3

Projects / Prior Experience – 4

Management & Staffing – 5

References – 6

West Virginia Forms – 7

Quest 1/2018

Qualifications & Approach – 1

Research & Study of Software – 10

Code Practice – 10

Project / Case Experience – 10

Management & Signing – 5

Reference – 10

Work History Form – 10

INTRODUCTION

Ensuring that the renovations to the Building 23 works efficiently, operates cost effectively, and is code compliant is in the long-term best interests of our state. The investment made in renovating the 44,430 square feet of office space should be a fraction of the cost of designing and building a totally new facility and will help extend the building's longevity. Our evaluation and subsequent renovation design will address issues of concern, recommend the most productive use of space, and phase the renovations so that the employees experience as little disruption to their daily routine as possible.

Due to today's economic climate, every project in every community is designed with fiscal prudence. Building committees strive to build and maintain what is really needed to operate safely and securely, and at the best value available. The design process helps ensure a cost effective solution. Space Planning is based on current and future needs consistent with operational and performance goals established by the user. Design layouts are models of efficiency. Materials and building systems are chosen for their cost effectiveness over the 50-100 year life of the building. These principles guide our new and renovation design services as we strive to help organizations and state agencies ensure our citizens receive maximum benefit from their tax dollars.

We believe that our standard approach allows us to better address your specific project. We *look* at what you have (evaluation), *listen* to what you need (interactive programming), and then provide *designs* that address the needs and unique to the community and setting. The integrated design process, which we have always implemented, seeks input from the owner(s), the employees who will be working in the building and the maintenance personnel who will be maintaining the facility. The success of many of our projects is a direct result of the information and ideas discussed during the initial planning and programming meetings.

Over the past ten years, approximately half our projects have been new construction and half have been major renovations. Several of those renovations have been complete adaptive re-use projects of historical buildings and some have involved historic tax credit incentives. We have also conducted investigations and prepared preliminary reports that have been used to submit with grant applications before moving forward. Laying the groundwork for a project and then waiting for funding to materialize is a frequent situation for our firm.

There are a number of government buildings that have suffered through years of neglect or simply cases where the money to remedy any deficiencies was not available. Several years ago, we began phased energy upgrades to the historic Mercer County Courthouse. The roof was replaced in two stages and the doors and windows have been restored and re-worked. Additional renovations have been accomplished with emphasis on energy upgrades, access, and security for the Mercer County Courthouse and the Mercer County War Memorial Building. Our current renovation project is the adaptive reuse of a former wood processing facility (272,902 sf) for the City of Princeton. All city departments are being relocated onto a single "campus" setting, including administration, police, fire, public works and recreation. The work is being accomplished in phases, with the first phase (administration offices) currently under construction and the second phase is out to bid. Plans are also being considered that will develop the surrounding 30+ acres for a new pool, soccer and baseball/softball playing fields, and walking paths.

ETB is currently working with the GSA to upgrade offices on the third floor of the Elizabeth Kee Federal Building in Bluefield. The new configuration will accommodate the need for office space for itinerant prosecuting attorneys in southern West Virginia and bring the renovated area into code compliance. This federal project required our employees to obtain a Tier 1 Security Clearance.

RENOVATION APPROACH

In order to successfully accomplish your goals and objectives, we normally approach a project in the following manner:

- Review existing documentation and field verify
- Review building condition, uses and evaluate space needs
- Inspect existing conditions including building envelope, interior and exterior, windows, roof, mechanical and electrical systems
- List mechanical improvements
- Research applicable building codes and ensure compliance
- Prepare Building Evaluation Report
- List of improvements to utilities, telecommunications, and infrastructure
- Establish project priorities for recommended remodeling
- Estimate the timing, phasing and projected costs for the project
- Project schedule and final plan

Project Goal One of the EOI is to solicit Architectural/Engineering (A/E) services to perform a thorough evaluation of the interior and exterior of the existing building, including structural analysis, building code, life-safety, present condition of windows, roof mechanical systems, electrical systems and elevator systems.

Architectural - E. T. Boggess Architect, Inc. has been developing architectural designs, plans, specifications, estimates and other construction/bidding documents for projects for over 50 years. ETB will evaluate the building and present the most appropriate renovation design options to the Owner. In many ways, renovation projects are more challenging than new construction. Existing drawings will be reviewed and field verified. Building envelope, materials, systems and existing equipment must be examined and all potential issues addressed as soon as possible. Some of our renovation projects have gone smoothly, but it is the ones that have presented their own unique circumstances that have better prepared us for your project.

Todd Boggess, President of ETB, serves on the WV Board of Architects and is active in verifying that all architects provide professional services within the state's laws and codes. He is, therefore, one of the first to be notified of any changes to any laws and codes that apply to the architectural profession. Todd will be **your architect** and point-of-contact in order to ensure the needs and objectives of the State of West Virginia and end-user agencies are fully addressed to your satisfaction.

MEP - Harper Engineering will be providing the mechanical / electrical / plumbing design renovations and upgrades. Harper Engineering will be responsible for examining systems and equipment to determine how to best address current energy codes and provide a comfortable working environment. Based in Charleston, HE has worked on a variety of renovation projects at state facilities and will ensure the mechanical system complies with current building codes and is cost effective.

Structural - E.L. Robinson Engineering will be providing the structural engineering services. ELR is a multi-disciplined engineering and planning firm with a staff of over 135 fulltime professionals and support personnel located in nine offices. Over the last 39 years, they have grown to be one of the most respected firms in the region, offering realistic project solutions. Their expertise will be very beneficial as we determine if the structural integrity can withstand all proposed renovations. ELR will also provide any civil work that may be required.

ETB's experience with reports and evaluations includes the following:

EDA Preliminary Engineering Report on the Rahall Technology & Business Center for the Greenbrier Valley Economic Development Corporation – used to apply for grants to assist with the cost of renovations. A grant has been awarded that will be used to replace/repair the roof system, as necessary.

WV Community and Technical College System Facilities Plan – used to evaluate and recommend how to move forward with new construction, renovations and additions to each of the campuses. Project involved over \$100 million in proposed new construction & renovations to the nine community colleges, along with the construction of two advanced technology centers to be located near existing technology parks.

Shanklin's Grand Theater Phase One Evaluation – used to apply for grants to assist with the cost of restoration.

Comprehensive Educational Facilities Plans (2010) for the Mercer County Board of Education and the Greenbrier County Board of Education – submitted to WV School Building Authority as required every ten years.

Mercer Health Facility Viability Report – used to document major deficiencies and ultimately led to funding support for a new health facility.

Project Goal Two is the redesign of the existing building to resolve issues discovered in the evaluation and to bring the building up to current office building standards.

Typically, ETB renovation projects involve 4 phases:

- Investigation, evaluation and report preparation for existing systems and structure.
- Preparation of Preliminary Design Documentation and Preliminary Estimate of Probable Construction Costs.
- Preparation of Construction Documents and Final Estimate of Probable Construction Costs.
- Bidding and Construction Administration Services.

In recent years, ETB has worked on a number of renovations for various governmental agencies in our state. We understand the unique requirements associated with renovations and the importance of being prepared for any surprises that may be encountered.

One of our historic renovation/adaptive re-use projects, the Princeton Public Library, received the WVAIA's Honor Award. The project involved transforming the vacant former USPO into a vital downtown center of activity. The interior renovations included a total re-design, while preserving some of the historical architectural details. New MEP systems were installed and existing windows were either restored or replaced. The exterior renovations included a thorough cleaning of the limestone and the creation of code compliant access to the building. Many interesting details were uncovered and incorporated into the design, including a skylight that had been hidden during a previous renovation.



PRINCETON
PUBLIC LIBRARY



BEFORE

E.T. Boggess Architect, Inc., E.L. Robinson and Harper Engineering will work together to identify the best course of action to create a functional, cost effective, safe, and code compliant working environment. We understand the challenges and opportunities that are associated with renovation projects of this caliber. Our past experiences have required us to "get creative" with our solutions and we are ready to apply our vast knowledge to your project. While every renovation project is unique, our experiences have helped us know what "surprises" to expect thereby allowing us to be better prepared to deal with the unexpected.

Project Goal Three is for the construction documents and construction phase services to be proposed as multi-phased project in order to keep the building in service during renovations.

E.T. Boggess Architect, Inc. has recently completed phased renovations at several automotive dealerships in Mercer County. The renovations had to be accomplished while normal operations (sales and service) proceeded without interruption. Renovations to Ramey Chevy and Ramey Toyota were designed to comply with set national standards and ensure the dealerships accurately represented each brand.

The \$20 million renovation and addition to Greenbrier West High School was accomplished over approximately 2 years while students continued to utilize areas of the building. The safety of students, teachers and administrative personnel was a major consideration, as well as ensuring their daily routines remained as normal as possible.

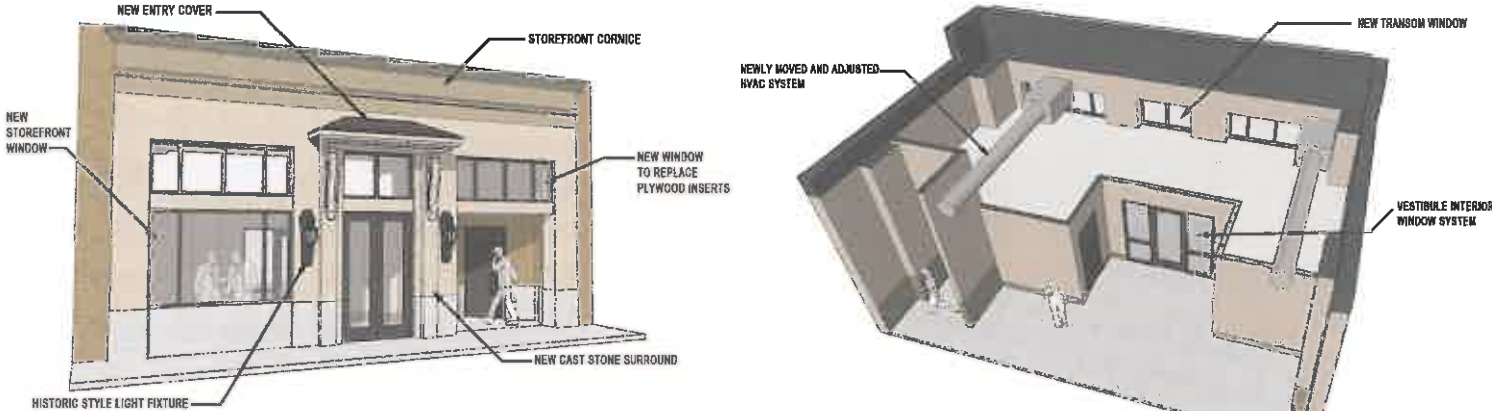
APPALACHIAN POWER COMPANY OFFICE BUILDING – BLUEFIELD, WV



Existing Image (2014) of the AEP Building from Raleigh Street Bluefield, WV – Circa 1923
Architect Alex B. Mahood

One of our recent renovation reuse projects is the renovation of the 1923 Appalachian Power Company Office Building in downtown Bluefield, WV. Purchased by an individual in 2013 with aspirations to convert the less than maintained 5 story building into a thriving restaurant and bar on the lower level, banquet hall venue space on the second, leasable office space on the third and apartments above with a direct access to a roof terrace / garden. All while adhering to the standards and requirements of the National Park Services to be eligible for historical tax credits.

Needless to say, this would be a difficult task. However, the ETB team, working in constant communication with the State Historic Preservation Office and NPS has prepared the required Part One and Part Two submissions to along with the needed design and construction documents for the work being performed.



Concept models used to depict proposed changes to the existing structure during conversations with the State Historic Preservation Office



The finished result from the concept models depicted above

The owner has proudly opened the RailYard Restaurant / Bar along with the Clover Club venue space. With the success of these businesses, work should begin soon on the remaining floors and roof.



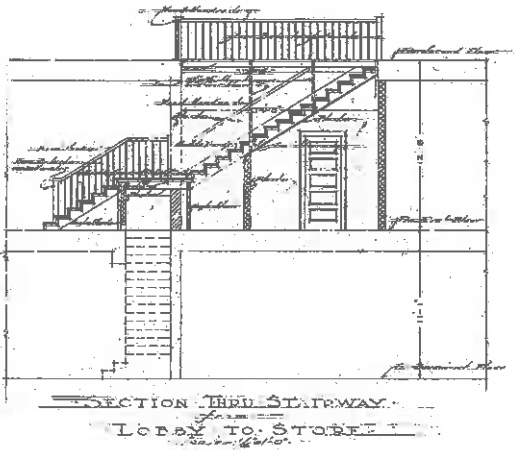
Interior of the Rail Yard located in the renovated 1st floor of the AEP Building



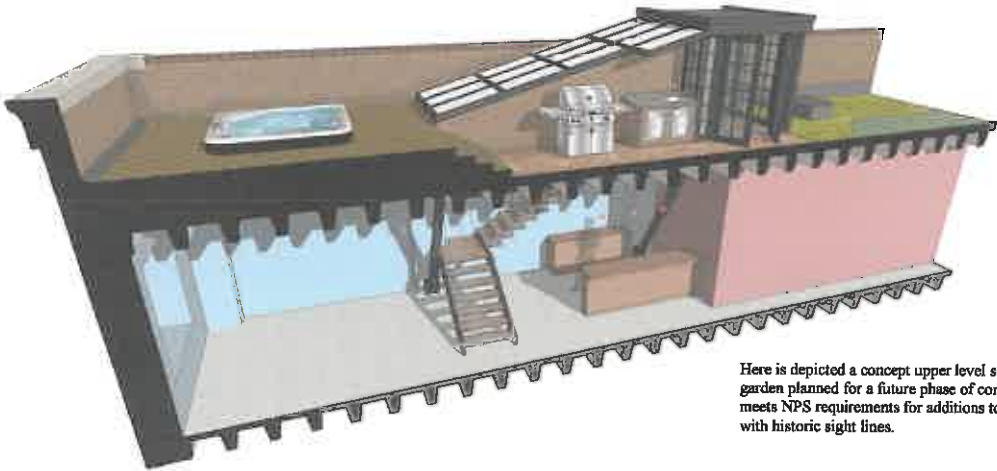
Uncovered stair from the 1920's found in the walls revived to match existing drawings



Interior of the Clover Club, located in the renovated 2nd floor of the AEP Building



Original Drawing of connecting stair by Architect Alex B. Mahood. Circa 1923



Here is depicted a concept upper level solarium and roof garden planned for a future phase of construction, that meets NPS requirements for additions to a roof in keeping with historic sight lines.

Project Letter

Qualification & Program - 1

Process & Scope of Services – 2

Cost Estimate - 3

Project Close Management - 4

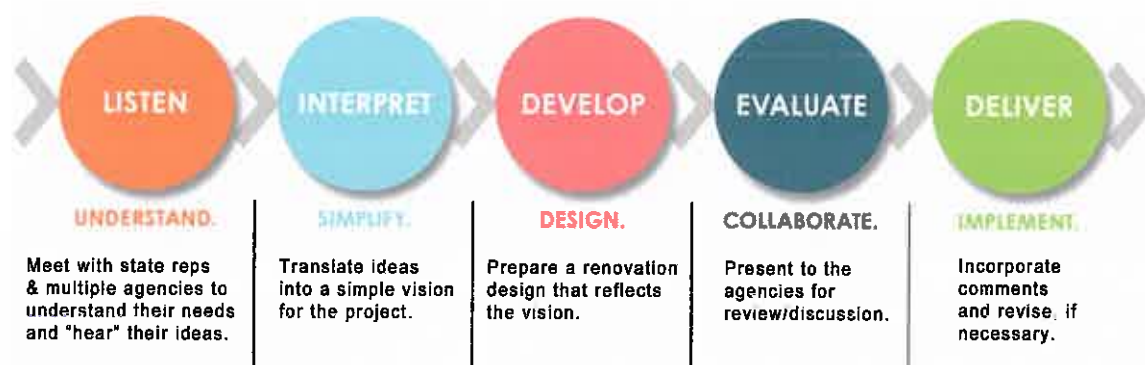
Management & Staffing - 5

Performance - 6

West Virginia Partners - 7

PROCESS

Communication, collaboration, and consensus are the three elements we feel are essential to the planning, design and building process. The architect is responsible for the finished product, but the design process must include guidance and review by the State of West Virginia and representatives from the various agencies occupying the building. Our goal is to develop a “partnership” with our clients – a relationship that includes a long-term commitment, trust, and shared vision. Our approach is not only about us and our ideas . . . it is about *you and your ideas*.



ETB believes architectural design should be an interactive process. We work closely with you to identify and define all your project goals, objectives, functions, responsibilities, and relationships. This interactive approach enables us to develop facilities that meet your requirements, as well as being aesthetically distinctive. Design cannot be mass produced or provided in a “cookie cutter” fashion, it must be developed from scratch with the unique attributes of each individual project in mind. Renovation projects, in particular, require a design that is tailor made for that specific building.

In our role with this team as the design leader and project organizer, ETB will be responsible for coordinating and orchestrating the work throughout the design, documentation, and administrative functions of the project. ETB will emphasize the following throughout your project:

- **Understanding goals.** We review your established goals and provide input into areas as needed.
- **Brainstorming ideas.** We investigate opportunities for greater service through value engineering, strategic partnering, or an alternative delivery method.
- **Assuring timelines.** We generate a management plan to fulfill deliverables and meet milestones on schedule.
- **Maintaining client contact.** We are accessible, convenient, and committed to success from the beginning through the design process, and after completion.
- **Inviting performance feedback.** We welcome Owner input at closeout and review how well time, cost, and design goals were met.

SCOPE of SERVICES

Our team will utilize an interactive design approach and will be involving your designated representatives in order to understand and address your specific needs. Typically, our renovation projects involve 4 phases:

- Investigation, evaluation and report preparation for existing systems and structure.
- Preparation of Preliminary Design Documentation and Preliminary Estimate of Probable Construction Costs.
- Preparation of Construction Documents and Final Estimate of Probable Construction Costs.
- Bidding and Construction Administration Services.

Investigation and Evaluation Phase (One):

- Upon receipt of Notice to Proceed, ETB will review all available original plans, specifications and other relevant data documenting existing systems and structures.
- Conduct a thorough evaluation and inspection of the interior and exterior of the existing building, as necessary
- Perform engineering analysis to establish design criteria including structural loading/uplift capacities, fire resistance ratings, thermal resistance ratings, drainage capacities and other relevant data for evaluation of suitability for renovations
- Meet with representatives from the State of WV to present our report and discuss preliminary findings, including preliminary budget amounts for renovations.

Preliminary Design Phase (Two):

- Prepare preliminary design drawings including plans and typical sections and details.
- Prepare Outline Specifications and Preliminary Estimate of Probable Construction Costs.
- Meet with representatives from the State of WV to review preliminary design drawings, proposed scope of work, proposed system product selections and alternatives, and Preliminary Estimate of Probable Construction Cost.

Construction Document Phase (Three):

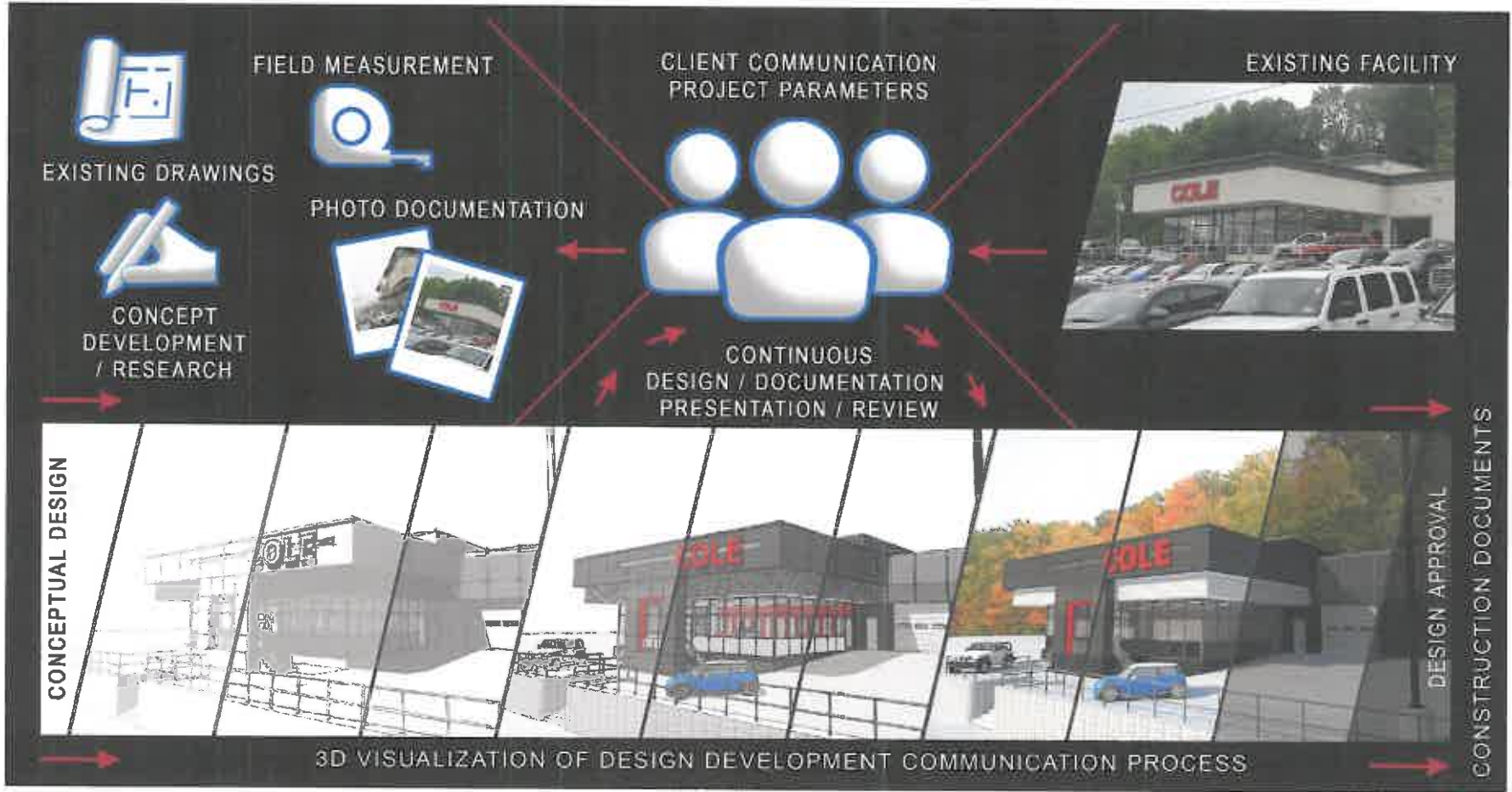
- Prepare Construction Documents including detailed drawings and specifications commensurate with established scope of work.
- Prepare Final Estimate of Probable Construction Costs.
- Assist with coordination/preparation of non-technical provisions of the contract documents (Bid Advertisement, safety/security compliance, temporary facilities, utility access).
- Meet with representatives the State of WV to review progress, discuss proposed design and budget refinements, value engineering proposals and other general coordination issues.

Bidding and Construction Phase:

ETB will provide general administrative assistance to the State of WV (as requested) and the contractor(s) during the Bidding and Construction Phases including:

- Attendance at pre-bid meeting
- Response to bidder's questions
- Review of contractor submittals
- Review/approval of contractor's applications for payment
- Review/response to RFI and construction change order requests.
- Regular on-site construction observation and reporting
*ETB's office is located in Princeton, approximately 40 miles away
ELR has an office in Beckley*
- Assistance/coordination with governmental/ regulatory agencies
- Preparation of project punch list and sign-off
- Review of project close-out documents / compliance

The flow-chart on the following page shows an example of our approach to a recent renovation project.



Current Litigation

Qualifications & Experience - 1

Research & Development Services - 1

Firm Profiles - 3

Project / Client Experience - 1

Management & Staffing - 5

References - 1

West Virginia Firms - 1

HISTORY

E. T. Boggess Architect, Inc. was established in Princeton, West Virginia, by Ted Boggess in 1966. ETB has been a successful architectural firm primarily because of a team approach and partnership-type attitude with all involved in the design and construction process. Having grown up in the practice and with a life-long love of architecture, Todd became a full time presence with the firm in 1988 after receiving a Masters in Architecture from Clemson University. Their unique relationship as father/son/mentor/apprentice and, ultimately, partners was both exciting and rewarding and ETB continues to flourish and evolve under Todd's direction.



Experience

Integrity



Quality

Service



REPUTATION

Our firm lives or dies by its reputation. We have cultivated a team that strives to deliver the highest level of project management, service, and design. Our approach is client and site specific, and questions conventional assumptions. The greatest testament to the success of ETB's work goes beyond the organizational, operation and business stewardship we provide; it is in our enduring client relationships.

The architects at ETB are well-respected for their high ethical standards, as well as professional and civic activities. They have been asked to serve as expert witnesses and arbitrators in legal disputes. They have also been selected to serve on various local, state and national committees. These committees cover areas from determining local zoning ordinances to reviewing and developing educational requirements for future architects, to preserving West Virginia's historic architecture. In 2014, Todd was appointed to the WV Board of Architects by Governor Tomblin. The Board of Architects protects the life, health, and property of the people of the State of West Virginia by ensuring that proper architecture practices are used in the state.

SIZE

Bigger is not always better. ETB has purposely controlled size in order to maintain personal involvement and quality control. We feel that it is important to maintain close client contact so we can respond to your needs and questions, as well as address any situations that may arise in a timely manner. Our talented staff is ready to accommodate the needs of your project and ensure the successful completion of our current workload. The depth of our personnel is such that we can assign individuals to the appropriate task during each phase to ensure all your project's needs are satisfied.

TEAMWORK

Our projects and design services are dependent on both our abilities as architects and our commitment to perform and implement a set of standards in order to create a design that responds to the needs of our client. In house, ETB actually functions as a team of consultants with individual strengths and abilities emphasized by each employee's role within the team. In addition to being a strong design oriented firm, we offer expertise in communication, construction documentation, construction administration, and quality control.

Throughout our state, we have developed relationships with government agencies, contractors and material suppliers which will be valuable as we address the challenges associated with this project. ETB has worked with many of the code officials, including the state fire marshal, and consider them an extension of our team, another member who is concerned about the final design. We review our designs with the Office of the State Fire Marshal in Charleston at regular intervals during the design process, as well as on-site inspections during construction.

EXPERIENCE

Over the past 50+ years, ETB has accomplished many different types of buildings in 12 different states and 1 foreign country. We have not limited ourselves by focusing on one particular type of project or a single location. Instead, we choose to maintain a diverse practice which allows us to begin each project with renewed enthusiasm. Our strength is in the delivery of appropriate and analytical solutions for complex buildings and doing so within restricted budget and time constraints.

ETB was one of the first architectural firms in the state to implement the use of computer-aided design and drafting into the everyday practice of architecture more than thirty-five years ago. Today we continue to implement current technology as we have become very efficient with photorealistic imagery through computer modeling and digital photography. The building 3-D model and associated imagery can be developed early in the design process for presentations. This helps everyone better understand design approaches and project contextual relationships within a setting.

QUALITY MEASURES

Project Management - Our project managers provide efficient leadership managing the team dynamics, budget, schedule, and the flow of information. The project manager's role also includes assisting the client with the management of services and consultants that may not be a part of this contract, but still may have an impact on workflow and infrastructure coordination. The effective implementation of your goals and objectives will be realized through frequent and consistent collaboration among all the design disciplines.

Cost Management - We believe that the management of costs and/or risks begins with the development of fully vetted alternatives which enable you to make informed choices about the project. We search for simple and effective solutions which support the different services provided for your citizens. We also believe that the evaluation of cost must extend beyond the costs of construction, and consider the costs of operations, human resources, energy and sustainability.

Project Schedule Management - Completing projects on time requires effective schedule management and a commitment of the entire project team. The process begins with the development of the project schedule with input from each stakeholder engaged in the process. Accelerated schedules require even more dedication to benchmarks and deadlines, identifying production problems early and making the necessary adjustments before issues become too great to be effectively managed.

Project coordination is ETB's responsibility. As a service to the client and for the sake of efficiency, we create an online (secured and password protected) website for each project which functions as a project and information management tool. The site gives the project team direct access to project information, including design plans, imagery, construction documents, submittals, logs, field reports, and meeting minutes. This method has proven very successful by keeping the client and the team members well informed and insuring that the latest information is always readily available. This has been a valuable tool to further ensure quality control/assurance standards are being maintained.

Quality Control - Quality control starts with matching expectations about quality standards and life cycle costs with budget and scope during planning and design reviews. This continues through construction delivery with a program of inspections, tests, and certifications that are typically handled through a third-party agency.

Quality control should flow seamlessly from one phase to another. The "partnership" we develop during the project assists us in maintaining a high level quality control standard with everyone working together in the project's best interest. We strive to coordinate performance among the entire project team in order for a completed building program to fully satisfy your needs and expectations. The quality control plan we follow should help eliminate errors, reduce cost and improve overall building quality.

ETB normally follows the plan as outlined below:

- Keep the lines of communication open and consistent between all team members
- Share lessons learned from recent similar projects, including value engineering
- In-house reviews to address issues with constructability and budget restraints
- Utilize past experiences related to construction administration
- Provide post construction administration services to be utilized on future projects



Quality Assurance - We feel quality assurance is the ability of an architect to provide the client with a set of documents that satisfies the client's needs and are as accurate as possible. ETB believes quality assurance is an ongoing process, not just a one-time occurrence. No project is perfect, however, we strive to achieve maximum client satisfaction.

To that end, we have set the following goals for ourselves:

- Promote teamwork – *consultants, owner's reps, government agencies*
- Prompt response to client's requests – *Availability*
- Creation of quality construction documents – *Purpose Driven*
- Error *prevention*, not error catching – *Standard Practices*
- Personal pride in our work - *Motivation*
- Education and Training in-house (staff mentoring) – *Continuing Education*
- Go the extra mile whenever necessary – *Service Oriented*

Our team will do everything within our power to ensure the project stays within budget and on schedule. We will work with the general contractor to provide him with the information he needs as quickly as possible. As mentioned earlier, the key to addressing any issues or problems during construction will be **communication, collaboration, and consensus.**



Mechanical, Electrical, and Plumbing Engineering

Harper Engineering, PLLC has the talent and resources to provide quality mechanical, electrical, and plumbing design. Our staff utilizes the latest building information modeling (BIM) software to provide the accurate system designs with minimal change orders during construction.

Our goal is to design optimized systems that meet all of our client's performance, energy use, and budgetary needs.

The staff at Harper Engineering, PLLC has over 100 years of experience working with clients in a variety of fields including, but not limited to, K-12 schools, hospitals, offices, airports, manufacturing, multi-family housing, and Design/Build.

Services:

HVAC Design

Heating and Cooling load calculations
Ductwork sizing
Hydronic pipe sizing
Equipment selection

Plumbing Design

Pipe Sizing
Fixture Selection
Sprinkler design
Site Utilities

Electrical Design

Electrical load calculations
Panel and switch gear selection
Lighting
Fire alarm
Site Utilities
Emergency Generators
Security and communications

Drafting

Specifications

Project Management

Construction Documents

E.L. Robinson is a multi-disciplined engineering and planning firm with a staff of over 135 full-time professionals and support personnel located in nine offices throughout West Virginia (Charleston, Beckley, Bridgeport, and Chapmanville), Ohio (Little Hocking, Columbus, Cleveland, and Ironton), and Kentucky. Over the last 39 years, E.L. Robinson has grown to be one of the most respected firms in the region, offering a diverse scope of services. E.L. Robinson provides a full range of quality engineering services, from planning and analysis to design and implementation.

Named for its founder and president, Edward L. Robinson, P.E., P.S., ELR has based its success on a commitment to quality projects and superior client service. Finding new and creative ways to say yes to challenges has brought our vision of excellence into reality. Along with this “yes, we can do it” attitude, the firm has grown to understand the ingredients of a professional service firm include not only brick and mortar, but also leading edge technology and a talented, motivated staff that is continually growing and advancing their skills. This dedication rewarded ELR with being named one of the Engineering News Record’s top 500 engineering firms in the country.

The use of technology has allowed ELR to expand engineering capabilities and make use of new resources such as satellite imagery and digital mapping. In addition to the use of technology, E.L. Robinson also continues to strive to invent new and more effective ways to serve our clients. One of these ways is to provide a thorough pre-analysis of every project, saving the client time, money, and legal exposure. When the client is educated on every phase of the job and every challenge, the reputation of the firm grows stronger and attracts business from a larger marketplace.

E.L. Robinson has been providing its clients with quality products and superior service since 1978. Our staff combines state-of-the-art technology, experienced professionals, and innovative methods to help our clients meet their challenges in the following disciplines:

- Site Development
- Infrastructure
- Transportation
- Bridge Design
- Structural Engineering
- Geotechnical Engineering
- Environmental Engineering
- Right-of-Way Services
- Construction Administration/Observation
- Surveying/Global Positioning
- Landscape Architecture

E.L. Robinson has a strong background in site facility development and renovations. Our team has over 39 years of experience working with various communities, developing a diverse range of capabilities to handle the most complex development projects. From the initial planning and layout through the construction phase, the team at ELR provides clients with top quality site development services. Our areas of expertise include community and public facilities, business parks, recreational areas, residential neighborhoods, urban planning and streetscape design, planned unit and community development, park and recreation design, and campus planning.

E.L. Robinson has over 135 staff members including 57 degreed engineers, 37 of which are registered professional engineers; 15 construction inspectors and a support team of administrative and technical personnel. Our firm's office in Charleston will provide the identified scope of services. This team of professional engineers, funding specialists, surveyors and construction inspectors has been specifically assembled for this project because of their experience relating to your project and for preparing solutions that are realistic.

ELR's team has been fortunate to assist other clients with various types of site design projects including numerous building facilities and centers to serve various communities.

- Greenfield Cabinetry Building Expansion
- Putnam PSD Maintenance Facility
- Mingo County 911 Center
- Putnam County 911 Command Center and EMS Garage
- Mason County 911 Center
- Wetzel County 911 Center
- Chief Logan State Park Recreational Facility
- Aldersgate United Methodist Church Recreation Facility
- Logan County Airport Business and Industrial Park
- Williamson DHHR Building
- Mingo County Memorial Building Handicap Accessibility
- Williamson Coal House
- Williamson City Hall Exterior Updates
- Williamson Fire-Police Station
- Logan County Courthouse ADA Upgrades



Career Letter

Organization & Structure - 1

Structure & Design - 2

Full - 3

Projects / Prior Experience - 4

Management & Staffing - 5

Performance - 6

Work Volume Profile - 7

Project Information

E.T. Boggess Architect, Inc.

Project	Type	Goals	Size	Cost	Comp.
<p>Municipal Complex for the City of Princeton</p> <p>Location: Princeton, WV</p> <p>Project Manager for the City: Eric Gatchel - 304-888-9855</p>	New	<p><i>Provide renovation design of former wood processing facility in order to accommodate all city offices - administration, police, fire department, public works & recreation.</i></p> <p><i>Projects to be accomplished in phases.</i></p>	272,902 sf	\$11 mil	TBD
<p><i>Goals were met by as a result of diligent research, planning/programming and coordination between team members and city officials.</i></p>					
<p>Princeton Public Library</p> <p>Location: Princeton</p> <p>Proj Mgr for the City of Princeton: former Librarian Connie Shumate - 304-384-5366</p>	New	<p><i>Renovated former USPO to serve as new public library. Preserve historical atmosphere. Install new technology. Ensure code compliance.</i></p>	13,300 sf	\$3.8 mil	2010
<p><i>Goals were met by identifying areas to improve/enlarge, restoring historical architectural elements, and ensuring code compliance.</i></p>					
<p>Hatfield-McCoy Trail Regional Authority</p> <p>Location: Lyburn, WV</p> <p>Executive Director: Jeffery Lusk - 304-752-3255</p>	Reno.	<p><i>Renovated former restaurant to serve as main authority offices, conference rooms, & storage.</i></p> <p><i>Included display area for retail sales.</i></p>	6,200 sf	550,000	2011
<p><i>Goals were met by as a result of coordination with owner to identify specific needs and adapt existing structure for compliance.</i></p>					

PRINCETON PUBLIC LIBRARY

Princeton, WV



PROJECT DETAILS

owner/district:
City of Princeton

year:
2010

size:
13,331 sf (Two Story)

This renovation/adaptive re-use project involved a total interior renovation and exterior restoration that transformed the abandoned former USPO building into a new focal point for Mercer Street. In addition to providing much needed space for books, this design enabled the library to have designated spaces for audio/visual, and an exclusive West Virginia Room. Activities associated with the operation of the library are easily maintained from the custom designed control desk. Rooms in the basement are dedicated to three specific age groups, and include an open computer area. Public meeting /conference rooms with state-of-the-art technology equipment are also located on the lower basement level.



PRINCETON PUBLIC LIBRARY

Princeton, WV

PROJECT DETAILS

owner/district:
City of Princeton

year:
2010

size:
13,331 sf (Two Story)

Exterior work involved the restoration of the cut stone and brick, total roof replacement and improved access. Existing windows were either restored/refurbished or replaced.



PRINCETON PUBLIC LIBRARY

Princeton, WV





GREENBRIER WEST HIGH SCHOOL ADDITION

Charmco, WV

PROJECT DETAILS

owner/district:
Greenbrier Co. Board of Education

year:
2012

size:
150,000 sf (3-Story)



The addition and renovations designed for Greenbrier West High School will allow students to access all school facilities without having to exit the buildings. Previously, the three buildings were on separate levels and students were exposed to the elements when traveling between classes.

New construction included an Administration wing, Auditorium, Auxilliary Gymnasium, Media Center, Classrooms and connecting Corridors. Renovations included Mechanical, Electrical, Plumbing, Fire Alarm and security/access system upgrades, site and sidewalk improvements, and existing roof replacement. Improvements included a complete update of an old welding lab with new ventilation and mechanical systems, new welding booths, lighting and finishes, along with some window replacements in the existing gym.





GREENBRIER WEST HIGH SCHOOL ADDITION

Charmco, WV

PROJECT DETAILS

owner/district:
Greenbrier Co. Board of Education

year:
2012

size:
150,000 sf (3-Story)



The picture on the bottom shows the exterior of GWHS before we began our renovation design. The rest of the images show the transformation to the exterior that we were able to accomplish.

Students are now able to access different buildings without having to exit and be exposed to the elements.



BEFORE





GREENBRIER WEST HIGH SCHOOL ADDITION

Charmco, WV



MUNICIPAL COMPLEX

Princeton, WV

PROJECT DETAILS

owner/district:
City of Princeton

year:
2018

size:
272,902 sf
37.5 acres

The former Dean Company Property is being considered as the new location for a multi-functional governmental complex. ETB designed a master plan that incorporated administrative offices, fire department, police department, public works, a recreational center and nautical center. This new hub will also be home to maker spaces, leasable space for large business ventures and a multi-sport outdoor facility for travel sports - baseball, softball and soccer. Outdoor amenities may include a skate park, family pavilions and running / walking paths.



Existing Structures





CITY
 Administration Offices
 Community Meeting Space
 Civic Center
 Retail Area
 15,000 sq ft
 15,000 sq ft
 15,000 sq ft
 15,000 sq ft
 15,000 sq ft
 15,000 sq ft

FIRE DEPT.
 10,000 sq ft
 10,000 sq ft
 10,000 sq ft
 10,000 sq ft
 10,000 sq ft
 10,000 sq ft

POLICE DEPT.
 10,000 sq ft
 10,000 sq ft
 10,000 sq ft
 10,000 sq ft
 10,000 sq ft
 10,000 sq ft

PUBLIC WORKS
 10,000 sq ft
 10,000 sq ft
 10,000 sq ft
 10,000 sq ft
 10,000 sq ft

REG. CENTER
 10,000 sq ft
 10,000 sq ft
 10,000 sq ft
 10,000 sq ft
 10,000 sq ft
 10,000 sq ft

SPORTS COMPLEX
 10,000 sq ft
 10,000 sq ft
 10,000 sq ft
 10,000 sq ft
 10,000 sq ft
 10,000 sq ft

TENANT SPACE
 10,000 sq ft
 10,000 sq ft
 10,000 sq ft
 10,000 sq ft

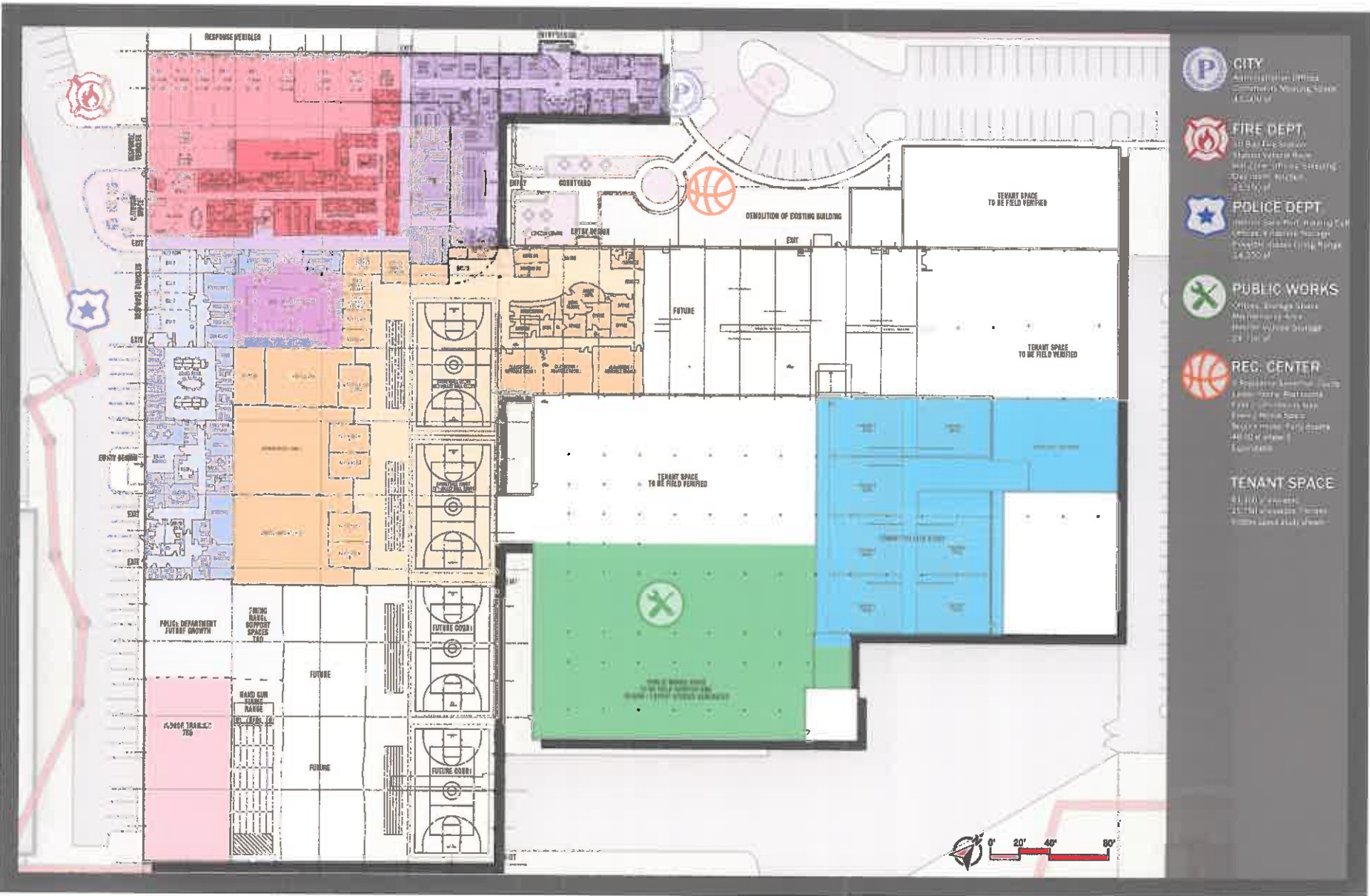


MUNICIPAL COMPLEX - FORMER DEAN COMPANY PROPERTY

Princeton, WV

MUNICIPAL COMPLEX - CONCEPTUAL FLOOR PLANS

Princeton, WV

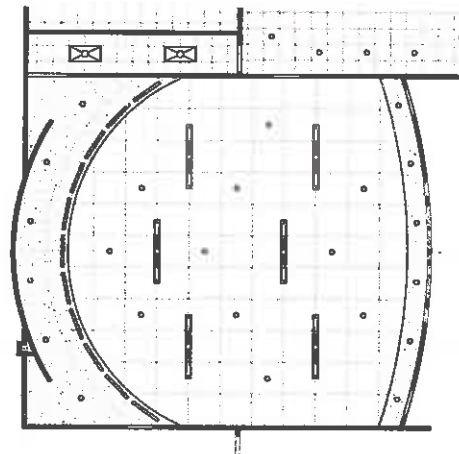
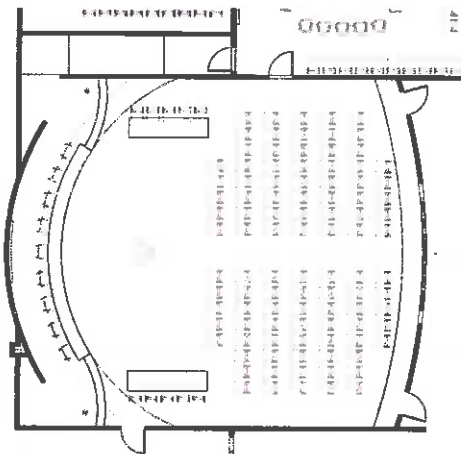


- 
CITY
 Administration Offices
 100000 sq ft
 100000 sq ft
- 
FIRE DEPT
 100000 sq ft
 100000 sq ft
- 
POLICE DEPT
 100000 sq ft
 100000 sq ft
- 
PUBLIC WORKS
 100000 sq ft
 100000 sq ft
- 
REC. CENTER
 100000 sq ft
 100000 sq ft
- TENANT SPACE**
 100000 sq ft
 100000 sq ft





Council Chambers & Entrance



MUNICIPAL COMPLEX
Princeton, WV



MERCER COUNTY WAR MEMORIAL BUILDING

Princeton, WV



PROJECT DETAILS

owner/district:
Mercer County Commission

year:
2011

type:
renovations

The Mercer County War Memorial Building Project consisted of both interior and exterior renovations. The historic building's exterior was in need of cleaning, repairing and re-pointing of the stone and masonry. The steel windows were refurbished. Exposed joints and cracks were caulked and sealed. A new sprinkler system, was installed and upgrades were made to the electrical system, including lighting.

ADA upgrades were also included in the renovation design and construction.



MERCER COUNTY COURTHOUSE

Princeton, WV



PROJECT DETAILS

owner/district:
Mercer County Commission

year:
phased/multiple years

type:
renovations

The historic Mercer County Courthouse was in need of maintenance and energy upgrades. The renovations have made the building more energy efficient and improved the overall appearance.

Projects include re-roofing (two phases), replacement of the cooling tower, window joint sealant replacement, refurbishment and installation of original bronze doors, and exterior cleaning / repointing.

ETB had previously upgraded the security system and combined it with the system that was installed when the new Courthouse Annex was built. Both buildings can now be monitored from a single, main control center.

AFTER



BEFORE



WV ARMY NATIONAL GUARD JOINT FORCES HEADQUARTERS

Coonskin Park, Charleston, WV

PROJECT DETAILS

BEFORE



owner/district:
WV Army National Guard

year:
2016

type:
Exterior Renovations

The exterior renovations ETB designed for the Joint Forces Headquarters included general facade updates, new window systems, and restoring the original metal cornice. Ten different work packages spread across four connected buildings were provided with final approval/bid acceptance based on available funding. Graphic imagery options for the metal facade were also developed for owner's review/approval.



WV ARMY NATIONAL GUARD JOINT FORCES HEADQUARTERS

Coonskin Park, Charleston, WV



PROJECT DETAILS

owner/district:
WV Army National Guard

year:
2016

type:
Exterior Renovations



WV ARMY NATIONAL GUARD JOINT FORCES HEADQUARTERS

Coonskin Park, Charleston, WV

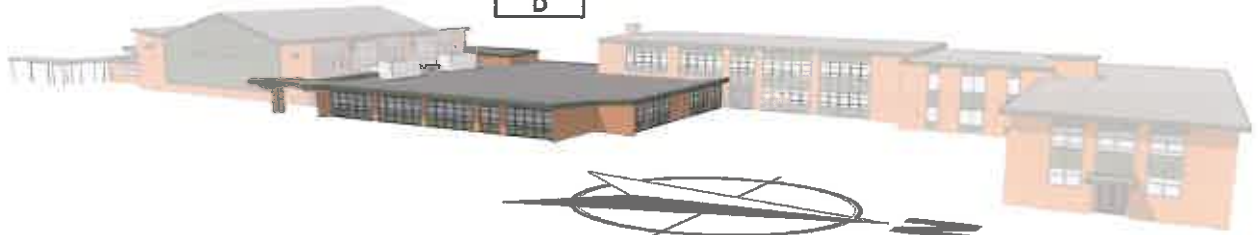
BUILDING ZONE

A



BUILDING ZONE

B



BUILDING ZONE

C



BUILDING ZONE

D



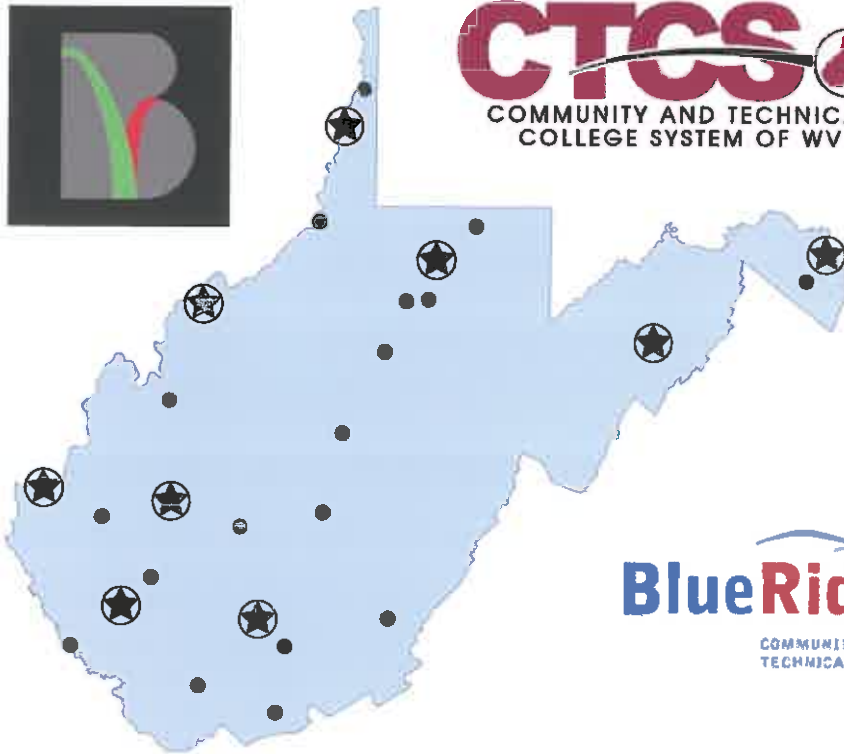
HIGHER EDUCATION POLICY COMMISSION FACILITIES PLAN

Statewide

PROJECT DETAILS

owner/district:
WV HEPC

year:
2008



ETB and MBAJ Architecture prepared the Facilities Plan used by the WV Higher Education Policy Commission to address the needs of the Community & Technical College System. The buildings at each of the colleges were evaluated and recommendations were made regarding how to move forward with new construction, renovations and additions to each of the campuses.

The report recommended the construction of two new advanced technology centers which ETB also designed. These centers include state of the art training classrooms and labs which were designed to provide a skilled workforce for major local manufacturers.

The WV C&TCS includes nine community colleges with multiple campuses throughout the state, including:



- Blue Ridge C&TC
- BridgeValley C&TC
- Eastern C&TC
- Mountwest C&TC
- New River C&TC
- Pierpont C&TC
- Southern C&TC
- WV Northern C&TC
- WVU at Parkersburg



COMPREHENSIVE EDUCATIONAL FACILITIES PLAN

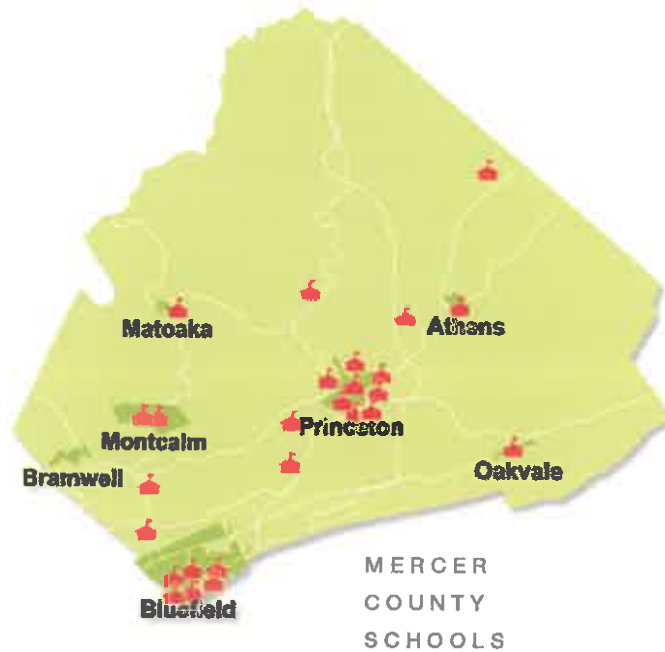
for the West Virginia School Building Authority



PROJECT DETAILS

owner/district:
 Mercer County Schools
 Greenbrier County Schools

year:
 2010



Every ten years, the West Virginia School Building Authority requires each county school system to submit a Comprehensive Educational Facilities Plan for the upcoming decade. Part of the CEFP requires that all existing schools be inspected and their conditions reported. This information is used by each county to justify why they should be awarded funding for renovations and new construction.

ETB, working with MBAJ as the education specialist consultant, provided the current school facilities assessments for both Mercer and Greenbrier Counties.

The number and types of schools that were inspected and included in the CEFP were broken down as follows:

- MERCER COUNTY
- 19 - Elementary
 - 2 - Middle
 - 4 - High
 - 1 - Tech Center

- GREENBRIER COUNTY
- 9 - Elementary
 - 2 - Middle
 - 2 - High



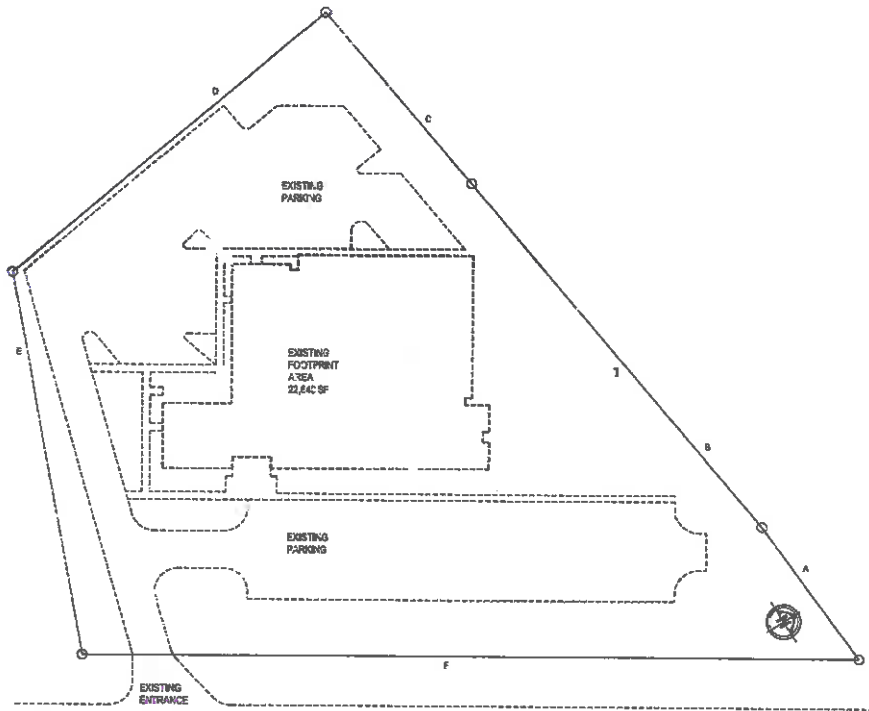
MERCER HEALTH FACILITY VIABILITY REPORT

Green Valley, WV

PROJECT DETAILS

owner/district:
Mercer County Commission

year:
2007



ETB prepared the Health Facility Building Viability Report to document the existing conditions as well as provide options for dealing with those issues. The report described several items that needed to be addressed through either a comprehensive demolition & renovations or a totally new building construction.

The report was successfully used to obtain the funding needed for a brand new facility. The services were temporarily relocated while the previous facility was demolished and the new Mercer County Health Center, also designed by ETB, was built on the same site.



RENDERING - MERCER HEALTH CENTER



ORIGINAL BUILDING





Recent Public Buildings

W. Kent Carper Justice and Public Safety Complex

HVAC, Plumbing, Electrical, Fire Alarm and Sprinkler design for a renovations to a 62,400 sq. ft. Justice and Public Safety Complex.

Energy Corporation of America

HVAC, Plumbing, Electrical, Fire Alarm and Sprinkler design for a 60,000 sq. ft. office located in Charleston, WV.

Dominion Gas Office Building

HVAC, Plumbing, Electrical, Fire Alarm and Sprinkler design for a 20,000 sq. ft. office located in Clarksburg, WV.

Office Addition to Boone County Courthouse Annex

HVAC, Plumbing, Electrical, Fire Alarm and Sprinkler design for a 20,400 sq. ft. addition and renovation to Boone County Courthouse Annex.

WV Department of Highways SRC Office Building

HVAC, Plumbing, Electrical, Fire Alarm and Sprinkler design for a renovations to a 39,400 sq. ft. addition and renovation to existing office building in Charleston, WV.

Fayette County 911 Emergency Communication Center

Provided mechanical, electrical, and plumbing services for the new 911 Emergency and Communications Center. Project utilized energy efficient water heating system, strategic lightings to reduce screen glare, diesel emergency generator and automatic transfer switch, and a dual action sprinkler system.

Wayne County 911 Emergency Communication Center

Mechanical, Electrical and Plumbing services for the new 911 Emergency and Communications Center. Project utilized energy efficient water heating system, strategic lighting to reduce screen glare, diesel emergency generator and automatic transfer switch, and dual action sprinkler system.

WV Veterans Home Barboursville

Electrical design for a new 1,000 sq. ft. storage building.

Greenfield Cabinetry



CLIENT:
Randolph County Development
Authority

COMPLETION DATE:
current

PROJECT COST:
\$3,645,000

OUR ROLE:
Project Design

The Randolph County Development Authority currently owns and manages a 50,000 square foot manufacturing building in the Randolph County Industrial Park. This facility is occupied and maintained by Greenfield Cabinetry, LLC, who currently employs 66 people at this location. Greenfield, who has been at this site since 2000, manufactures approximately 450 semi-custom to full custom cabinets per week that are sold and used for mostly residential purposes.

Greenfield Cabinetry recently entered into a contract to manufacture an additional 950 cabinets per week, taking their targeted total to almost 1,500 cabinets per week. The existing 50,000 square foot facility is not big enough to handle the additional workload. To alleviate this issue, the Randolph County Development Authority proposed the construction of an additional 27,000 square feet to its existing facility. This expansion would allow Greenfield to accommodate the additional workload and would result in the creation of 30-45 new, immediate jobs.

The details of the building consist of a metal exterior to match the existing facility. The building will be climate controlled, which will include insulating the facility, installing an HVAC system and installing all necessary electrical wiring. The scope of this project is focused on expansion of the existing facility to create the necessary space for Greenfield to continue its growth and increase in production. The project contains multiple components including the two main categories of building expansion and site work.



Bluefield Commercialization Station



CLIENT:
City of Bluefield

COMPLETION DATE:
current

PROJECT COST:
\$2,550,000

OUR ROLE:
Project Design

The design of the Bluefield Commercialization Station was developed around the adaptive reuse of an existing building which was once a freight station and rail yard for Norfolk Southern Railroad (NS Railroad).

This project involves the rehabilitation of this facility thus providing all of the necessary components for people who wish to develop modern manufacturing concepts and technology-based products. The scope of this project focused on the stabilization of the existing building components while also completely overhauling and modernize this facility. The project contains multiple components which are broken down into four different subcategories; building exterior, building interior, site storm/plumbing, and electrical work.

Williamson Fire-Police Station



CLIENT:
City of Williamson

COMPLETION DATE:
2011

PROJECT COST:
\$148,856

OUR ROLE:
Project Design

E.L. Robinson Engineering teamed with Associated Architects to evaluate the existing roof system at the Williamson Fire-Police Station. After the evaluation was completed, plans and specifications for a new roof system were developed. The project was bid and awarded. ELR prepared advertisements, assisted in receipt and opening of bids. ELR performed final inspection and developed a punch list when the contract was substantially completed. The project was final in the fall of 2011.

Williamson Coal House



CLIENT:
Mingo County Commission

COMPLETION DATE:
2011

PROJECT COST:
\$200,000

OUR ROLE:
Structural design

A fire gutted the historic coal house on October 11, 2010 and destroyed the wood framing supporting the roof system. E.L. Robinson Engineering worked with the Mingo County Commission to prepare plans and specifications so the building could be reconstructed. E.L. Robinson also worked with Associated Architects on this project to recreate the interior of the Coal House to its historical interior with the high ceilings and ornate interior. The building framing was designed restoring the building to its original configuration with plans and specifications submitted to the State Historical Preservation Office for their approval. The project was bid in the spring of 2011 with the project completed in the Fall of 2011. Plans and specifications were prepared in a short period of time to meet the county's aggressive schedule to have this historical structure restored since it has become such a focal point of the community.

Williamson DHHR Building



CLIENT:
City of Williamson

COMPLETION DATE:
2006

PROJECT COST:
\$2.3 Million

OUR ROLE:
Structural design

E.L. Robinson Engineering and Associated Architects worked with the City of Williamson to develop plans and specifications for a 17,000 SF office facility in downtown Williamson. The building was constructed using a steel frame with masonry brick veneer exterior. The plans also included the design of a parking lot and improvements to sidewalks to serve the facility.

E.L. Robinson and Associated Architects performed construction administration and provided inspection throughout the project.

The project was bid in February 2006 and was completed in December 2006.



Williamson City Hall Exterior Updates



CLIENT:
City of Williamson

COMPLETION DATE:
2012

PROJECT COST:
\$60,000

OUR ROLE:
Structural design

ELR was contracted to provide the exterior updates to the Williamson City Hall allowing it to become ADA compliant. By providing the three main entrances to the building with handicap accessible ramps, repairing several sections of sidewalk and developing adequate handicap parking for the structure the city hall will then meet ADA standard.

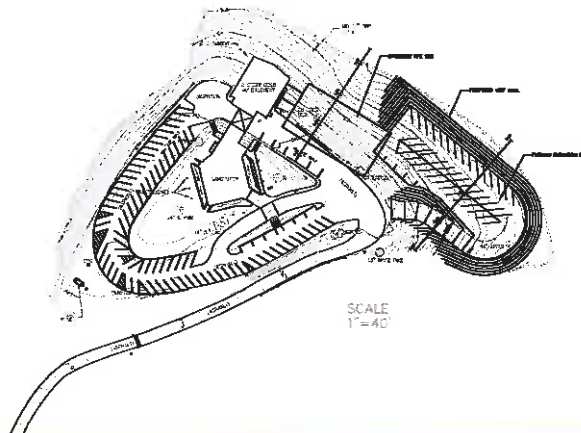
The improvements to the three main entrances provide an open 3' handicap ramp along with the adequate 5' wide platform at the top of each ramp. A railing is provided on each side for safety and follows the guidelines set by the Department of Justice.

New sections on sidewalk are to be replaced, fixing issues such as cracking and weathered deterioration that has taken place over time. Also this will correct any uneven pavement and provide the correct 2% cross slope for proper rain water drainage.

Also three handicap parking spaces will be added to the current lot along with the appropriate curb ramps to provide easy access to the sidewalk. The parking lot is currently an uneven pavement of brick that will be corrected with asphalt to allow for an even surface.



Aldersgate United Methodist Church Recreation Facility



Karawha County, West Virginia

CLIENT:
Aldersgate United Methodist Church

COMPLETION DATE:
2011

PROJECT COST:
\$1 Million

OUR ROLE:
Structural design and foundation design

E.L. Robinson was contracted by the Aldersgate United Methodist Church to prepare structural drawings for a 9,600 SF addition to the existing church building. The building consisted of a masonry and structural steel 5,640 SF gymnasium/fellowship hall and a two story 3,960 SF music/kitchen structure connected to the gymnasium/fellowship hall and existing church. The project architect for this structure was Associated Architects.

The facility was used by the church during the summertime widespread power outage to house people who were without power and were susceptible to the high (100 degree +) heat.

Copy Letter

Construction & Engineering - 1

Health & Safety Services - 1

IT and IT Services - 1

Planning & Design Services - 1

Management & Staffing - 5

Reliability - 1

West Virginia Parks - 1

Management & Staffing Capabilities

Todd Boggess is President of E.T. Boggess Architect, Inc., and will serve as the design team leader. Todd will be the architect-of-record and will be assisted by . . .

Stephen Mackey is responsible for design, code review, project programming, and research standards review.

Nathan Turner will be the project manager responsible for coordinating all project information amongst the team.

Dale East will be managing the construction documentation and, along with Mr. Mackey, they will be generating the design and construction approach to realize the project.

Chris Canterbury is ETB's construction contract administration manager. With over 19 years of CA experience, Chris' knowledge and background of all building systems has been an invaluable asset to our team. Nathan Turner, as project manager, and Todd Boggess also remain very active during the CA phase to help ensure the design intent is realized.

A component of our management approach is the development of an individual strategy for each project, focused on the specific problems to be solved. This strategy considers the staff members assigned to the project, the scheduling and duration of work phases, the use of special consultants or specialized studies. Our Project Management Plan (PMP) will document key management and oversight tasks and is updated throughout the project as changes occur. The plan will include a definition of your program goals, technical requirements, schedules, resources, budgets, and management programs.

As we gain a better understanding of your scheduling targets, we will be able to determine exactly what resources we will need to dedicate to the project. Regardless of the schedule, we are confident that our manpower and skill level will remain more than adequate, even in the early, labor intensive phases. Our projected workloads and the depth of personnel available are such that staffing projects of this size and complexity will have no adverse impact on any current or future projects in our office. We experience in planning, designing and managing similar renovation projects for various state and local agencies and will be able to meet your program objectives within the time schedule agreed to.

Resumes for our design team can be found on the following pages.

Todd Boggess, AIA, NCARB, Architect
President



EDUCATION

- Master of Architecture, Clemson University School of Architecture
- International Studies, Clemson University Daniel Center for Urban Design & Building Studies, Genoa, Italy
- Bachelor of Arts Degree in Design, Clemson University School of Architecture

RESPONSIBILITIES

Todd joined ETB as a project architect and office manager in 1988 after graduating from Clemson University. In January, 2001, he assumed the office of President.

Todd is responsible for . . .

- architectural design and development
- project management and coordination
- computer aided design and visualization
- interior design
- site planning

Your project will receive his complete attention, from the interview and project meetings, through the construction process. As the president of the firm, you are putting your trust in him and he takes that commitment very seriously. He wants to make sure you are satisfied with our service, performance, and design.

COMMITTEES

West Virginia Board of Architects (since 2014) – Governor Tomblin recently appointed Todd to this board which is responsible for protecting the life, health and property of the people of the State of WV by ensuring that proper architecture practices are used in the state.

Princeton Zoning Board of Appeals (since 2000) – Todd has been asked to serve on this local committee for the past 17 years. He currently serves as vice-chair. The board is responsible for reviewing and ruling on appeals to the existing Princeton Zoning Laws.

PROJECTS – Renovations / Adaptive Re-use

- Municipal Complex for the City of Princeton (adaptive re-use), including
 - Administrative
 - Police
 - Fire
 - Public services
 - Recreation
- WARNG Coonskin Joint Facilities Exterior Renovation, Charleston, WV
- Princeton Public Library, Princeton, WV (*Adaptive Re-use of former USPO*)
- Greenbrier West High School, Charmco, WV
- Elizabeth Kee Federal Building, Bluefield, WV
- New River Community and Technical College Arts & Sciences Building, Lewisburg, WV (*Adaptive Re-use of former DOH Building*)
- New River Community & Technical College, Mercer County Campus, Princeton, WV (*Adaptive Re-use of former Bank Building*)
- Mercer County War Memorial Building, Princeton, WV
- Rahall Technology & Business Center, Maxwellton, WV
- Ramey Motors – Chevy and Toyota Dealerships, Green Valley, WV
- Cole Automall Used Cars, Green Valley, WV
- The Railyard and Clover Club (*Adaptive Reuse of former AEP Building*), Bluefield, WV

AWARDS

- WVAIA “Honor Award” for Renovation Design of the Princeton Public Library – April 2012
- Princeton/Mercer County Chamber of Commerce “Excel Award” – January, 2011
- *West Virginia Executive Magazine’s* “Young Guns” - Fall, 2003
- Princeton/Mercer County Chamber of Commerce “Citizen of the Year - 2000”
- Princeton Elks Club “Citizen of the Year - 2000”

Stephen Mackey
Planning & Design



EDUCATION

- Bachelor of Arts Degree in Design, Clemson University School of Architecture
- Master of Architecture, Clemson University School of Architecture

RESPONSIBILITIES

With over 30 years of experience in all phases of design and construction, Mr. Mackey brought strong design, management and leadership skills to the firm. His significant experience has enabled him to successfully oversee the design and construction of a number of large educational projects. Specific project responsibilities include:

- code review and analysis
- program development
- conceptual design
- design visualization
- project coordination
- construction specifications

PROJECTS

Mr. Mackey rejoined ETB Architects in 2009 after serving as Executive Vice President for two architectural firms in Florida. During his absence, Mr. Mackey also served as project manager on several large school projects in the state of Florida and has been focused on education projects since his return to ETB.

- Municipal Complex for the City of Princeton (adaptive re-use), including
 - Administrative
 - Police
 - Fire
 - Public services
 - Recreation
- New River Community and Technical College Arts & Sciences Building, Lewisburg
(Adaptive Re-use of former DOH Building)
- Greenbrier West High School, Charmco, WV
- Rahall Technology & Business Center, Maxwellton, WV

Nathan Turner, LEED G.A.
Project Manager



EDUCATION

- Bachelor of Science, Engineering – Architecture, Fairmont State University
- Master of Architecture (May, 2009), Boston Architectural College

RESPONSIBILITIES

Mr. Turner joined ETB in 2009 and brought with him a wealth of experience in architectural design, as well as construction methods and practices. His prior experience with educational facilities has already proven extremely valuable as we have several elementary, middle, and high school projects at various stages of completion. Nathan has obtained LEED certification and will assist in our efforts to provide a “green” approach to as many projects as possible.

Specific project responsibilities include:

- architectural programming
- construction documentation
- project management
- project coordination
- construction specifications
- construction administration

PROJECTS

- Municipal Complex for the City of Princeton (adaptive re-use), including
 - Administrative
 - Police
 - Fire
 - Public services
 - Recreation
- New River Community and Technical College Arts & Sciences Building, Lewisburg
(Adaptive Re-use of former DOH Building)
- Greenbrier West High School, Charmco, WV
- Elizabeth Kee Federal Building, Bluefield, WV
- Rahall Technology & Business Center, Maxwellton, WV
- Planning and Programming for the WV Community and Technical College System

Dale East
Production Management



EDUCATION

- Bachelor of Science - Architectural Engineering
 Bluefield State College

RESPONSIBILITIES

Mr. East is an architectural intern with 10 years of experience who joined ETB in November of 2013. Prior to returning to Princeton, his work at architectural firms in Tennessee allowed him to manage projects from New Jersey to Atlanta, ranging from educational facilities to zoological exhibits. Dale is involved in all phases of design documentation and production and is eager to handle any task needed to ensure a smooth project flow from start to finish.

Specific project responsibilities include:

- 3D modeling
- graphics/imagery
- construction documentation
- project coordination

PROJECTS

- WVARNG Coonskin Joint Facilities (*Exterior Renovation*), Charleston, WV
- Municipal Complex for the City of Princeton (*Adaptive re-use*), including
 - Administrative
 - Police
 - Fire
 - Public services
 - Recreation
- Princeton Rescue Squad Multi-use Building, Princeton, WV
- Bill Cole Automall Used Cars (*Renovations*), Green Valley, WV
- Ramey Chevy & Toyota (*Renovations*), Green Valley, WV
- The Railyard and Clover Club (*Adaptive Reuse of former AEP Building*), Bluefield, WV

Chris Canterbury, Associate AIA
Construction Administration Manager



EDUCATION

- Bachelor of Science Engineering Technology/Architecture, Fairmont State University

RESPONSIBILITIES

Chris joined ETB in 2000 as a CADD Technician. His focus in recent years has been project administration and his current position of Construction Administration Manager reflects that area of expertise. Your project will benefit from his superb organizational skills. He attends meetings and keeps track of your needs and wishes through notes and minutes. His timely response to submittals will ensure that your project stays on its construction schedule.

Chris is responsible for . . .

- construction administration
- organizing and attending meetings
- contacting material suppliers
- responding to contractor's requests for information
- reviewing submittals and shop drawings
- site visits/observations

PROJECTS

- Municipal Complex for the City of Princeton (adaptive re-use), including
 - Administrative
 - Police
 - Fire
 - Public services
 - Recreation
- New River Community and Technical College Arts & Sciences Building, Lewisburg
(Adaptive Re-use of former DOH Building)
- Greenbrier West High School, Charmco, WV
- Princeton Public Library, Princeton, WV (Adaptive Re-use of former USPO)
- Bill Cole Automall Used Cars (Renovations), Green Valley, WV
- Ramey Chevy & Toyota (Renovations), Green Valley, WV



Experience

Mr. Harper brings 16 years of design experience to the firm. He has expertise with HVAC, electrical, plumbing, sprinkler and fire alarm system designs. His projects include educational facilities (including colleges and universities), health care facilities, office buildings, banks, emergency services facilities, postal facilities, and government buildings.

Mr. Harper's role with the firm includes, but is not limited to, office manager, project manager, draftsman, and Building Information Modeling coordinator. He oversees projects from the early design phase through construction administration to post construction. He assists the project architect and design team with valuable mechanical, electrical, and plumbing information early in the project to ensure it is adequately designed to handle the client's needs.

Projects

HVAC Additions to Taylor County Middle School
Poca High School Elevator Addition
Chapmanville Intermediate School
Burch PK-8 School
Lewis County Transportation Facility
HVAC Renovations to Tucker County High School
South Preston PK8 School
Arnoldsburg Elementary School
Additions and Renovation to Geary School
Tunnelton Denver Elementary School
HVAC Systems Renovations to
Upshur County Elementary Schools
Additions and Renovations to Flinn Elementary



Registration/Professional Affiliations

Professional Engineer WV - [REDACTED]
American Society of Heating, Refrigeration and Air-
Conditioning Engineers - [REDACTED]
National Fire Protection Association - [REDACTED]

Education

West Virginia University Institute of Technology
Bachelor of Science - Mechanical Engineering



Experience

Mr. King brings 14 years of electrical design experience and over 11 years of electrical construction/maintenance experience to the firm. His projects include educational facilities (including colleges and universities), health care facilities, office buildings, banks, emergency services facilities, government buildings, and industrial projects.

Mr. King's role with the firm includes, but is not limited to, project manager, draftsman, specification writer and construction administration. He oversees projects from the early design phase to post construction. He assists the project architect and design team with valuable electrical information early in the project to ensure it is adequately designed to handle the client's needs.

Projects

FedEx Freight - 32 Bay Expansion
Arnoldsburg Elementary School
Chapmanville Intermediate School
South Charleston Fire Station
Geary Elementary School
Holden Elementary School
Hurricane High School Batting Facility
Marshfork Elementary School
Tudor's/Gino's Restaurants (Various Location)
Additions and Renovations to Flinn Elementary



Registration/Professional Affiliations

Professional Engineer WV - [REDACTED]
Professional Engineer KY - [REDACTED]
Professional Engineer PA - [REDACTED]
Professional Engineer OH - [REDACTED]
Professional Engineer VA - [REDACTED]
Professional Engineer MI - [REDACTED]
Professional Engineer SC - [REDACTED]
Professional Engineer IN - [REDACTED]
West Virginia Master Electrician - [REDACTED]
American Society of Heating, Refrigeration and
Air-Conditioning Engineers - [REDACTED]
National Fire Protection Association - [REDACTED]

Education

West Virginia University Institute of Technology
Bachelor of Science - Electrical Engineering

Bluefield State College
Bachelors of Science - Computer Science

ERIC COBERLY, P.E.
PROJECT ENGINEER



Education

M.S. Engineering of Mines, West Virginia University, 1990

B.S. Engineering of Mines, West Virginia University, 1983

Registrations

Registered Professional Engineer in West Virginia, Ohio, and Maryland



Professional Experience

Mr. Coberly has more than 30 years of experience as an infrastructure and mining engineer. He has extensive experience in project planning, funding coordination and design. Mr. Coberly has managed projects with ELR which have involved site development, infrastructure planning, water, sewer, geotechnical analysis, abandoned mine reclamation projects, building construction, active surface mining projects, insurance investigations, providing expert witness services and various post mining land use projects.

Additionally, Mr. Coberly served as the Chief for the West Virginia Department of Environmental Protection Abandoned Mine Lands Division for more than 4 years. In this position he was responsible for managing and directing all operations. He has spent his career working to better the State of West Virginia in both the private and public sectors.

Representative Projects

The following is a sample list of recent projects on which Mr. Coberly has served as Project Manager

- City of Bluefield Commercialization Center - \$2.55 Million
- Greenfield Cabinetry Building Expansion - \$3.64 Million
- Scott Findley Road Waterline Extension Project - \$1.2 Million
- Exchange Road Phase I Waterline Extension - \$3.1 Million
- Putnam Business Park Utility Extension Phase II - \$1 Million
- Kenova Downtown Water System Upgrade - \$1.9 Million
- Kenova Prichard Waterline Replacement and Upgrade Project - \$4.7 Million
- Route 18 South-Snowbird Road Waterline Extension Project - \$969,000
- Big Flint Waterline Extension Project - \$7.8 Million
- Poca Belt Press - \$1.6 Million



Tim Cart, P.E.
SITE CIVIL ENGINEER



Education

B.S. Civil Engineering, West Virginia University, 1981, Magna Cum Laude

Registrations

Registered Professional Engineer West Virginia (1986)

Registered Professional Surveyor in West Virginia (1995)

Professional Memberships

American Society of Civil Engineers (ASCE)

Professional Experience

Mr. Cart has over 35 years of experience in providing consulting engineering services. Clients served have included Industrial, Public and Private Institutions and State and Federal Agencies. He has served as Project Engineer on numerous geotechnical investigations over the years. These projects have included highways, bridges, industrial sites, buildings and various developments.

Mr. Cart has been the lead engineer for the design of structures including garage maintenance facilities, 911 centers, student resident housing additions, building renovations including additions of elevations and stairways. The projects vary in complexity to single story slab on grade structures to multi-story 911 centers.

Additionally, Mr. Cart has also provided clients with evaluation of existing structures to determine the modifications required for proposed changes in the structural loading. He has worked with architects and the fire marshall's office to provide structures designed to the latest code requirements.

Representative Projects

Mr. Cart has served as senior project engineer for numerous structural projects including the following:

- Buckwheat Express Bus Garage- Kingwood, WV
- Mason County 911 Center and Garage- Point Pleasant, WV
- Putnam County 911 Center and Maintenance Garage- Winfield, WV
- Mingo County 911 Center- Williamson, WV
- Wetzel County 911 Center- New Martinsville, WV
- CAMC General Student Resident Housing- Charleston, WV
- State Credit Union Building Addition- Charleston, WV



Tim Cart, P.E.
(continued)



- Chief Logan Recreational Center- Logan, WV
- Aldersgate United Methodist church Gym and Fellowship Building- Sissionville, WV
- Lincoln County Courthouse File Room Modifications- Hamlin, WV
- Logan County Commission Building Elevator and Stairway Project- Logan, WV
- Logan County Courthouse Annex, Elevator and Stairway Project- Logan, WV
- Logan Welcome Center- Logan, WV
- Historic Coal House Restoration- Williamson, WV
- Flatwoods Canoe Rune PSD Maintenance & Treatment Building- Sutton, WV
- Putnam County Pre-Sed Basin and Building- Teays Valley, WV
- Delbarton Sewage Treatment Plant & Facility Buildings- Delbarton, WV
- Putnam County PSD Maintenance Garage- Teays Valley, WV



J.D. KINDER, P.E.
GEOTECHNICAL ENGINEER



Education

B.S. Civil Engineering, West Virginia Institute of Technology, 2008

Registrations

Registered Professional Engineer West Virginia

Professional Experience

Mr. Kinder has over 8 years of experience in many areas of civil engineering including roadway design projects, site development projects, geotechnical investigations, natural gas projects and retain structure design. Additionally, Mr. Kinder has experience in performing slope stability analysis for various roadway fills and bridges.

Prior to joining E.L. Robinson Engineering, Mr. Kinder gained experience in the manufacturing industry supervising various products. His duties included QA/QC testing, product development, estimating, on site installation assistance, inventory, production scheduling, oversight and site layout and design for more than 140 retaining wall projects throughout West Virginia, Ohio and Kentucky.

Representative Projects

Mr. Kinder has served as a project engineer for numerous structural projects including the following:

WVDOT Landslide Repairs- Lincoln County (20 sites)

WVDOT Landslide Repairs- Logan County (6 sites)

WVDOT Landslide Repairs- Mingo County (8 sites)

WVDOT WV 4 Clendenin Slip and Slide Repair (11 sites)

WVDOT Corridor H Kerens to U.S. 219 Connector (Geotechnical) - Randolph & Tucker Counties

WVDOT Laurel Creek Girder Bridge (Geotechnical) - Mingo County, WV

WVDOT Arnettsville Arch Bridge (Geotechnical) - Monongalia County, WV

FEMA - Town of Logan - Storm Damage Investigation

Crestwood Pipeline Projects- Doddridge County, WV

City of Williamson Water Treatment Plant Inlet Modification

Tracy Vickers Community Complex

West Edge Warehouse - Huntington, WV



TODD GARNES
PROJECT DESIGNER



Education

A.A.S. Architectural Drafting Technology
West Virginia State College, 1999

A.A.S. Computer Aided Drafting and Design
West Virginia State College, 1999

Computer Skills

Civil 3-D, ArcMap 10.1, AutoCAD Map, AutoCAD, MicroStation, Microsoft Office



Professional Experience

Mr. Garnes has more than 19 years of experience as a civil draftsman and designer. He is proficient in numerous drafting and mapping software platforms. His proficiency spans multiple areas such as Civil 3D, GIS, construction inspection, waterline planning and design, sanitary sewer planning and design, site development, cathodic protection planning, county-wide planning, infrastructure cataloging, and document preparation.

Representative Projects

WVDOH:

- City of Charleston - Lee Street Sidewalk Enhancements
- Town of Davis - Tucker County Rocks 2014

Village of Rio Grande Wastewater System Improvements and Wastewater Treatment Plant

Camp Caesar Infrastructure Improvements Project

Doddridge County PSD 2015 County Wide Water Study

Pocahontas County PSD

- Cheat Mountain Water Acquisition
- Dominion Waterline Extension

Village of Cadiz Water System Improvements Project

WVDNR:

- Watoga State Park Wastewater Treatment Plant Replacement Project
- North Bend State Park Waterline Extension
- Greenbrier State Forest Waterline Extension

Bluefield Commercialization Station

 Rahall Transportation Institute Land Use Master Plans – Boone, Clay, Fayette, Lincoln, Logan, McDowell,

Education

Drafting CADD Certificate (Microstation),
Ben Franklin Career and Technical Center, 2000

CADD Certificate (Autocad),
Carver Career and Technical Center, 1999

CADD Certificate (Civil 3D)



Professional Experience

Mr. Fore has over 18 years of experience as a CAD Designer in numerous areas of civil engineering. His representative experience includes civil site development, water and wastewater line treatment plants, abandoned mine lands reclamation, highway design, bridge inspection, utility location and mapping, hydrographic surveying, land surveying, environmental, wind energy, water sampling, GPS and RTK.

He is adept in AutoCad Civil 3D (Version 2006 thru 2015). Further proficiency includes Autocad Land Desktop, Microstation, Inroads, Autodesk Vault Explorer, Eagle Point, TGO, Pathfinder Office, Hydro-Pro, Microsoft Access, Excel and Word. He provides training/support and workstation configuration, as well as data management of CAD and GIS related material.

Representative Projects

Green Valley Glenwood PSD Raw Water System Upgrade

Village of Cadiz South and Center Collection System Improvements

City of Catlettsburg Wastewater Treatment Plant Upgrade

Kanawha Falls PSD Wastewater Treatment Plant Improvements

Kanawha Falls PSD Wastewater Collection System Improvements

Kanawha Falls PSD Gauley River Waterline Crossing Replacement

Village of Woodsfield Long Term Control Plan Phase 3

City of Salem Stormwater Elimination Project

Logan County PSD Holden Wastewater System Extension and Upgrade

Logan County PSD Mud Fork Wastewater System Extension and Upgrade

Excelsior Westmoreland Hospital Secondary Disinfection System

Buffalo Creek PSD Wastewater System Improvements

Lincoln County PSD Alum Creek Sewer

 McDowell County PSD Elkhorn Creek Clean Stream and Trout Habitat Initiative

Chapter 1

Introduction & Overview - 1

Chapter 2: Business & Management - 2

Chapter 3: Business - 3

Chapter 4: Business - 4

Management & Staffing - 5

References – 6

Appendix - 7

Princeton Municipal Complex - Renovations

Mr. Mike Webb, City Manager
City of Princeton
100 Courthouse Road
Princeton, WV 24740
304-487-5093

Princeton Public Library - (Adaptive Re-use of Historic PO)

Ms. Connie Shumate, Librarian
Concord University
PO Box 1000
Athens, WV 24712
304-384-5366
Connie served as Princeton Librarian during the renovations.

Hatfield McCoy Offices - Renovations
Ashland Trailhead - New

Mr. Jeffery Lusk, Executive Director
Hatfield McCoy Trail Regional Authority
PO Box 146
Man, WV 25635
304-752-3255

Case Notes

Quantitative & Analysis - 1

Methods & Scope of Research - 2

Case Studies - 3

Research - High Impact - 4

Management & Quality - 5

References - 6

West Virginia Forms - 7



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

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

Proc Folder: 512635

Doc Description: EOI: Building Twenty-Three Renovations

Proc Type: Central Contract - Fixed Amt

Date Issued	Solicitation Closes	Solicitation No	Version
2018-11-08	2018-12-04 13:30:00	CEOI 0211 GSD1900000002	1

BID CLERK

DEPARTMENT OF ADMINISTRATION

PURCHASING DIVISION

2019 WASHINGTON ST E

CHARLESTON

WV 25305

US

VENDOR

Vendor Name, Address and Telephone Number:

E.T. Boggess Architect, Inc.

PO Box 727

Princeton, WV 24740

101 Rockledge Avenue

304-425-4491

FOR INFORMATION CONTACT THE BUYER

Melissa Pettrey

(304) 558-0094

melissa.k.pettrey@wv.gov

Signature X

FEIN #

55-0515917

DATE

December 3, 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.

Todd Boggess, President
(Name, Title)
Todd Boggess, President
(Printed Name and Title)
PO Box 727, Princeton, WV 24740
(Address)
(P) 304-425-4491 / (F) 304-425-2028
(Phone Number) / (Fax Number)
etb@etbarchitects.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.

E.T. Boggess Architect, Inc.
(Company)
Todd Boggess, President
(Authorized Signature) (Representative Name, Title)

Todd Boggess, President
(Printed Name and Title of Authorized Representative)

December 3, 2018
(Date)

(P) 304-425-4491 / (F) 304-425-2028
(Phone Number) (Fax Number)

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: ADJ1900000011

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

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

Addendum Numbers Received:

(Check the box next to each addendum received)

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

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

E.T. Boggess Architect, Inc.

Company


Authorized Signature

December 3, 2018

Date

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

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: E.T. Boggess Architect, Inc.

Authorized Signature: *[Signature]* Date: December 3, 2018

State of West Virginia

County of Mercer, to-wit:

Taken, subscribed, and sworn to before me this 3 day of December, 2018

My Commission expires March 11, 2023

AFFIX SEAL HERE

NOTARY PUBLIC

[Signature]

