

EXPRESSION OF INTEREST

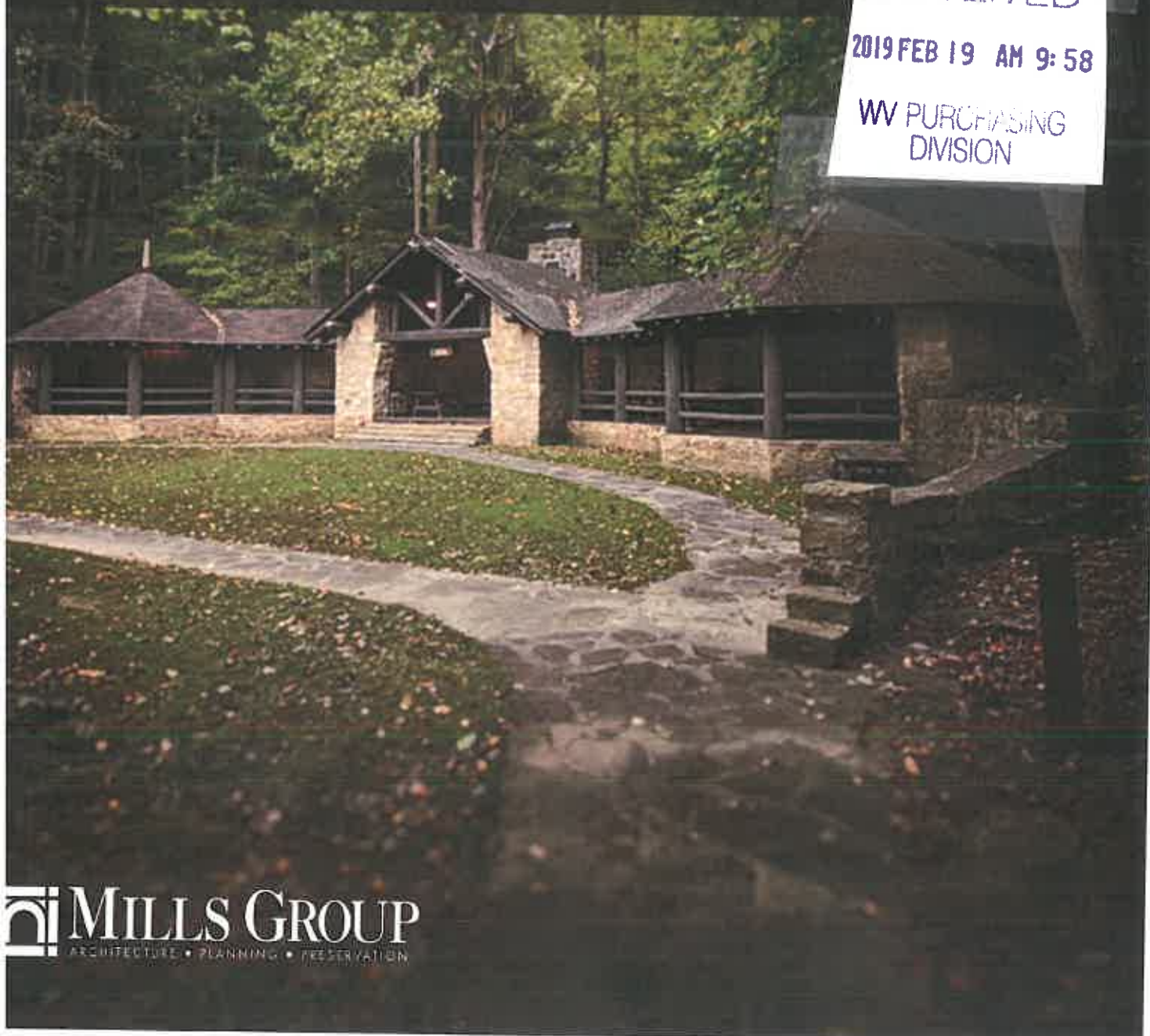
HAWKS NEST CCC MUSEUM & PAVILION

A / E SERVICES

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WW PURCHASING
DIVISION





MILLS GROUP

ARCHITECTURE ■ PLANNING ■ PRESERVATION

February 25, 2019

Ms. Angela Negley
West Virginia Division of Natural Resources
Property and Procurement Office
324 4th Avenue
South Charleston, WV 25303

Re: Expression of Interest: Hawks Nest CCC Museum and Pavillion

Dear Ms. Negley,

Mills Group is pleased to submit this expression of interest as an offer of our professional services for the renovations to Hawks Nest CCC Museum and Pavillion located in Ansted, WV.

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

- Hawks Nest/Twin Falls State Park Lodges – Ansted, WV and Twin Falls, WV
- Cannon Hill Historic Site – Rowlesburg, WV
- Old Inn Cacapon – Cacapon, WV
- Blue Sulphur Springs Pavillion – Blue Sulphur Springs, WV

Each of these projects fostered economic opportunities in their communities, all while revitalizing and preserving historic structures. They are the result of effective communication between the team and the client to ensure timeliness and adherence to the project budget. We have a dedicated staff ready to assist with this project who value the design process and the importance of open and frequent communication with our clients. Team members of Mills Group include:

Michael Mills, AIA is the Managing Principal of the Mills Group. Michael's architecture experience ranges over three states and the District of Columbia. He will provide guidance to ensure that the projects are on time and on budget.

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

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

MORGANTOWN:	The Weiss Building	63 Wharf Street, Suite 300	Morgantown, WV 26501	Phone: 304.296.1010
WHEELING:	The Kaley Center	53 14 th Street, Suite 607	Wheeling, WV 26003	Phone: 304.233.0048

WWW.MILLSGROUPONLINE.COM

Paula McClain is the preservation associate and historian of the Mills Group and is well versed in Federal, state, and local preservation laws. She is very familiar with the duties and process associated with the Secretary of the Interior's Standards.

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

Project Team

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

H.F. Lenz is a client-focused engineering firm with over 70 years of industry experience serving western Pennsylvania and WV. Their knowledge of mechanical, electrical and plumbing engineering will be utilized on this project.

Allegheny Design Services (ADS) is a group of remarkable engineers in Morgantown who ensure their projects meet current and speculative design needs with sound solutions. This firm will be responsible for structural engineering.

Potesta & Associates, Inc. specializes in professional engineering and environmental consulting services. Their multidisciplinary nature allows for complete turnkey projects and we will draw on their expertise in site/civil engineering.

Boggs Environmental Consultants offers the highest quality of Environmental Science, Environmental Engineering and Industrial Hygiene services. They are a leader in the environmental consulting industry and strive to provide practical and problem solving approaches that get projects through regulatory compliance.

New South Media is the overarching publishing company to a multitude of magazines, including WV Weddings. Nikki Bowman is the editor of WV Weddings Magazine and will be the expert wedding consultant for optimizing your space with sustaining trends in events and weddings.

Scope of Work

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

- Create a plan for necessary repairs and renovations to the CCC Museum and Pavillion that include, but are not limited to:
 - Miscellaneous architectural, mechanical and other improvements at these structured to allow for expanded use of the Museum for events year-round and preserve the Pavillion
 - Address ADA accessibility at each structure
 - Provide Construction Administration Services

Methodology

Our team takes pride in the firm’s reputation for producing quality designs on projects large and small with the end goal of a completed project that meets or exceeds the client’s expectations. The Mills Group architects, planners and designers will draw on our reservoir of experience – gleaned over decades and multiple states – to comprehend client needs and produce a design that we will lead to success. At every step we can be relied on to keep all pertinent stakeholders abreast of developments. We pride ourselves on having open and transparent conversations with our clients to ensure they are involved through the entire design process. The end goal is to work with the Division of Natural Resources, The Hawks Nest State Park Facilities management team, and all other stakeholders to deliver a strategic plan for improvements and renovations.

Our first step would be comprehensive conversations with all the relevant stakeholders coupled with site visits to assess conditions and develop a more defined scope of work.

Once we have a defined scope, we will then be able to provide a complete construction estimate for the project. This will give us the basis needed to propose a definitive timeline for major project milestones. Sustainability and preservation assessment, code, life safety and zoning evaluations will follow. Precedent and product research will lead to design concepts, construction documents, bidding and negotiations. Supervising the construction will be the culmination of all this work in later phases.

The overarching methodology to achieve the project objectives as agreed upon by the client are summarized in the following bullet points:

- *Research the site and its context*
- *Observe Existing Conditions*
- *Analyze and Identify Issues and Opportunities*
- *Develop Alternatives*
- *Make Recommendations and Creating a Solution*
- *Assemble Construction documents*
- *Provide assistance with bidding and execute construction observation*

For the Mills Group, the ROADMAP, is a critical path to achieve the success of an existing structure project. The process outlined above is subject to change, based upon phasing of the work to be performed. Mills Group will work with the Division of Natural Resources to determine appropriate phasing of different scopes, as to not greatly disrupt the function of the park facilities.

Please find attached our firm and team member resumes along with examples and samples of our work.

We would be delighted to aid the Division of Natural Resources with the rehabilitation and repairs to the Hawks Nest CCC Museum and Pavillion. Should you have any questions, please feel free to contact me at 304-296-10108 or email me at mmills@millsgrouponline.com. Thank you for this opportunity.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michael J. Mills, AIA". The signature is stylized and includes the letters "AIA" at the end.

Michael J. Mills, AIA
Managing Principal



QUALIFICATIONS



MILLS GROUP

ARCHITECTURE ■ PLANNING ■ PRESERVATION

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

LOCATIONS:

THE WEISS BUILDING

63 Wharf Street, Suite 300
Morgantown, WV 26501
304.296.1010

THE KALEY CENTER

53 14th Street, Suite 607
Wheeling, WV 26003
304.233.0048

SITE:

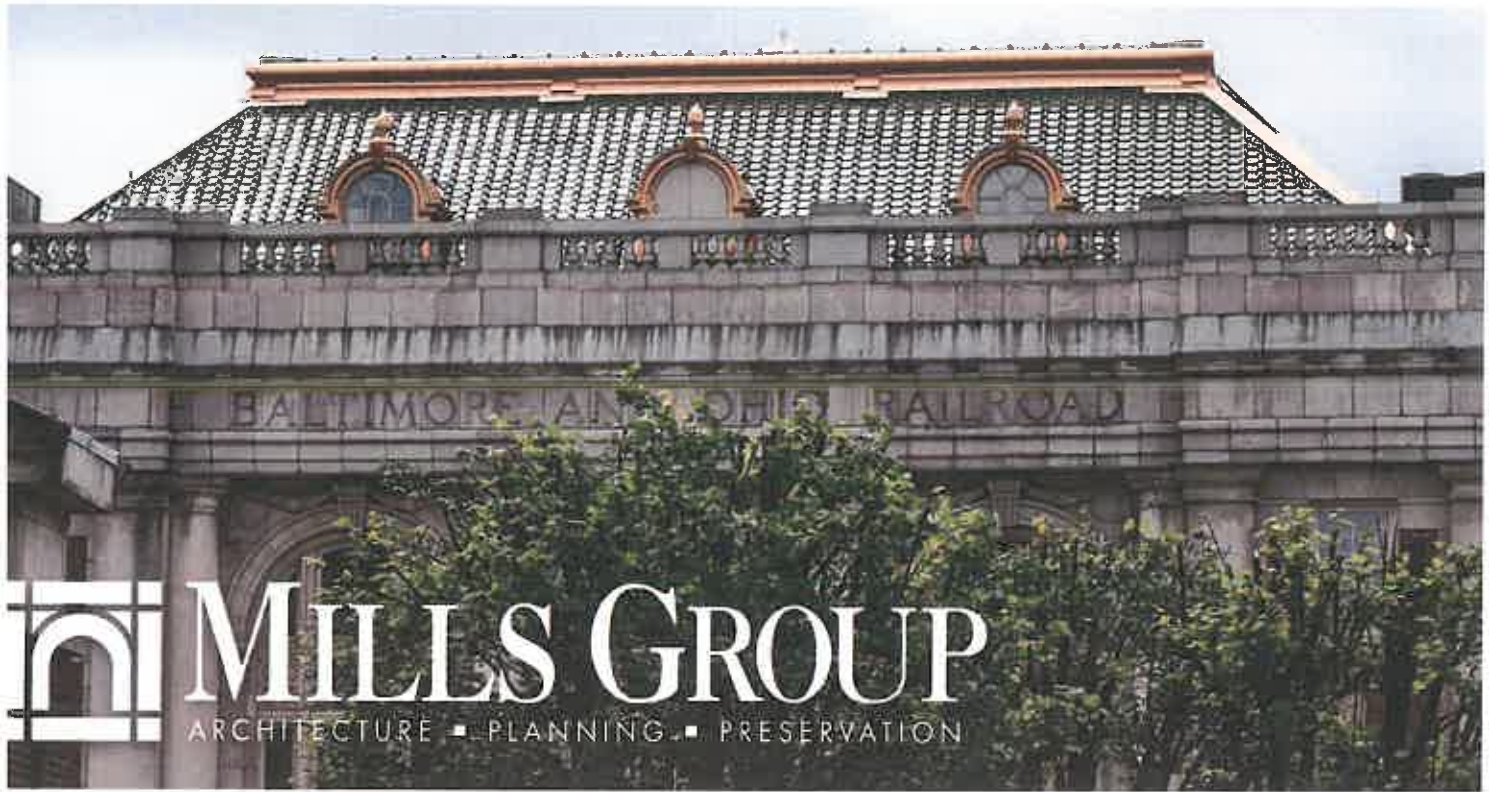
millsgrouponline.com

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

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

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

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



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

Architecture

COMMERCIAL
RESIDENTIAL
PUBLIC

Planning

ENABLE
EXTEND
ENHANCE

Preservation

REVITALIZE
REHABILITATE
CONSULT

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

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

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



**“A unique
combination
of young
talent and
proven
experience”**

LOCATION:

52 B Street
St. Albans, WV 25177
P - 304.722.3602
F - 304.722.3603

Harper Engineering, pllc was founded in 2008 to provide innovative engineering design services to architects, owners and contractors throughout the state. We are a unique combination of eager young talent and proven experience fused together to serve building system and design needs including HVAC, Plumbing, Lighting, Electrical, Fire Alarm and Sprinkler Suppression systems.

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 has a combined 85 years of experience working with clients in a variety of fields including but not limited to K-12 Schools, hospitals, offices, airports, manufacturing, and water treatment plants.

SERVICES

HVAC Design - Heating and cooling load calculations / Ductwork sizing / Hydronic pipe sizing / Equipment selection

Electrical Design - Electrical load calculations / Panel and switch gear selection / Lighting / Fire alarm / Site utilities / Emergency generators / Security and communications

Plumbing Design - Pipe sizing / Fixtures / Sprinklers / Site Utilities

Drafting

Specifications

Project Management

Construction Documents



Allegheny Design Services

Consulting Engineers



**“Providing
reliable,
responsible
services of
building
system design
and analysis”**

LOCATION :

102 Leeway Street
Morgantown, WV 26505
P - 304.599.0771
F - 304.212.2393

SITE :

ALLEGHENYDESIGN.COM

Allegheny Design Services (ADS) is a consulting engineering firm specializing in structural building design and building analysis. Dedicated to serving West Virginia and the surrounding region, ADS recognizes the need for reliable and full service engineering support. ADS provides all phases necessary for the successful completion of a building project including schematic design studies, design development, construction documents and specifications, and construction administration.

ADS' experience in Design and Project Management includes:

- Commercial Facilities
- Industrial Facilities
- Institutional Facilities
- Educational Facilities

ADS was established by David Simpson, PE, MBA, in 2002 as a result of a need in North Central West Virginia for reliable structural engineering services. In 2009 MEP engineering services were added, led by Mike Chancey, PE. ADS utilizes a combination of office technology and a motivated staff to deliver projects typically up to \$40 million in construction value. Our clients include architects, contractors, developers, attorneys and insurance companies.

ADS currently utilizes the latest engineering design and BIM software for the development of project work.



POTESTA

**“Providing
innovative, timely,
and cost-effective
engineering and
environmental
solutions”**

LOCATIONS :

125 Lakeview Drive
Morgantown, WV 26508
P - 304.225.2245

7012 MacCorkle Avenue, SE
Charleston, WV 25304
P - 304.342.1400

15 South Braddock Street
Winchester, VA 22601
P - 540.450.0180

SITE :

POTESTA.COM

Potesta & Associates, Inc. (POTESTA) was founded in 1997 as a full service engineering and environmental consulting firm headquartered in Charleston, West Virginia. We have now expanded to a diverse staff of more than 85 experienced engineers, scientists, and support personnel with branch offices in Morgantown, West Virginia, and Winchester, Virginia. Our clients include mining, manufacturing and chemical companies; utility companies; waste management companies; colleges/universities; land developers; attorneys; financial institutions; insurance companies; local, state and federal agencies; construction companies and architects.

POTESTA's staff is committed to delivering innovative, cost-effective solutions to meet our client's complex requirements. The firm's environmental department consists of biologists, geologists, chemists, environmental scientists and environmental engineers, many with advanced degrees (Masters and Ph.D. level). POTESTA's engineering department includes civil, geotechnical, environmental, mining and mechanical engineers. Our registered professional engineers have over 300 years experience among them and are supported by a capable team of engineers, designers, and surveyors.

Our firm is managed by two principals driving POTESTA forward with their experience and emphasis on exceeding expectations. Ronald R. Potesta, President, is a former Director of the West Virginia Division of Natural Resources and Dana L. Burns, P.E., Vice President of Engineering, has more than 30 years experience with civil, geotechnical, mining, and environmental engineering projects.



wv weddings

MAGAZINE



LOCATION:

New South Media
709 Beechurst Ave, 14A
Morgantown, WV 26505
304.413.0104
304.413.0105

SITE:

MYVWEDDING.COM

Nikki Bowman, a West Virginia native, is the founder and owner of New South Media, Inc., which publishes the award-winning WV Living, WV Weddings, and Morgantown magazines. In January 2015, her company also took over the editorial and design of Wonderful West Virginia magazine.

Nikki was recently chosen as a Top Woman in Media by Folio, given the 2016 WV Excellence in Support of the Arts Award by the WV Division of Culture and History, named as a 2018 American Small Business Champion, and in 2014 received the US Small Business Administration's Women Business Champion Award. Her company is the recipient of six Star of the Industry Awards given by the West Virginia Division of Tourism.

In 2009, Nikki launched WV Weddings magazine, the first and only statewide publication totally dedicated to weddings. Since then, it has become the bridal bible for the state, and Nikki has become the state's leading expert on West Virginia's wedding industry. She serves as a consultant to businesses looking to create new wedding venues as well as those wanting to reinvigorate an existing wedding business. By staying on top of national and regional trends, Nikki helps clients conceptualize ideas, create unique and marketable venues, craft profitable wedding packages, and formulate marketing plans and collateral material. She has worked with the state's leading wedding professionals from photographers to venues to caterers to wedding planners. She most recently has served as a consultant for Marriott Courtyard in Morgantown, Oglebay Resort in Wheeling, and Erikson Alumni Center in Morgantown.



RESUMES



**Michael
Mills**
AIA, NCARB

**MANAGING
PRINCIPAL**

EDUCATION

BS, BARCH /1991/ RENSSELAER
POLYTECHNIC INSTITUTE

**PROFESSIONAL
REGISTRATIONS**

WEST VIRGINIA
VIRGINIA
OHIO
PENNSYLVANIA
MASSACHUSETTES
KENTUCKY

BIOGRAPHY

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

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

EXPERIENCE

Blue Sulphur Springs- Blue Sulphur Springs, WV

The Greenbrier County Historical Society chose Mills Group to oversee the long-term restoration of the Blue Sulphur Springs Pavillion. Mills Group has assessed building code compliance and offered a treatment and maintenance plan to care for the structure.

Cannon Hill Pavillion & Master Plan - Rowlesburg, WV

The Mills Group designed three open air pavilions providing on-site amenities at Cannon Hill Historic Site. The selected shelter designs were reminiscent of early Civilian Conservation Corps park structures; which utilized natural, local, and readily available materials. The pavilions were designed not to impose on the site; instead, they became part of the background through their use of rough sawn logs and fieldstone. The shelters were designed to provide basic visitor facilities and be aesthetically pleasing.

Oglebay Park Foundation Office - Wheeling, WV

Mills Group is tasked with redeveloping the former Oglebay Burton Hall guest house into multi-functioning space for the Oglebay Foundation. The first floor build-out is being rehabilitated to include the CEO's office, an event space and visitor's center, space for support staff as well as a restroom, kitchenette, and storage.

Snowshoe Boathouse - Snowshoe, WV

Located on Shavers Lake at Snowshoe Mountain, this newly designed dining experience will serve visitors daily as well as providing a large event space to accomodate weddings and special events. The new structure includes full restaurant design, restrooms with interior and exterior access, and an upper level overlook. This will provide Snowshoe with a facility that will garner greater flexibility to host weddings and events seamlessly year round.



**Lance
Muscara**
AIA, LEED AP

**PROJECT
MANAGER**

EDUCATION

BARCH / 1997 / RENSSELAER
POLYTECHNIC INSTITUTE

BIOGRAPHY

Lance has extensive experience in designing commercial buildings and specializes in the technical development of projects which includes planning/zoning and jurisdictional approvals. With an eye for detail, Lance has developed numerous specification manuals and construction documents for projects throughout the east coast. Lance also incorporates LEED principals into all of his designs to increase energy efficiency. Mr. Muscara oversees numerous construction administration projects which require extreme attention to detail and mindful organization to lead his projects through seamlessly.

EXPERIENCE

Courtyard by Marriott - Morgantown, WV

This five-story hotel is a design-build that includes an indoor pool, generous public spaces and a business center. Mills Group was tasked with the FF&E selection, sourcing the interior materials and overseeing construction administration services with strict adherence to the project schedule.

Davis & Elkins College, New Life Sciences Building- Elkins, WV

Mills Group developed the Concept design for a new life sciences building for the Davis & Elkins school of nursing. A new four-storey, 25000 sq ft building, comprised of teaching labs, classrooms, lecture hall, student lounges, and faculty offices and support space were configured into the design. The building is sited to replace the existing Randolph Hall.

Camden Clark Medical Center - Parkersburg, WV

Mills Group was tasked with the conceptual design of a new physician's professional building for WVU Medicine. The design needed to accommodate twenty-five exam rooms, physician's offices, nursing areas, administrative and conference rooms and evaluation suites with cardiology and vascular equipment.

Actors Guild of Parkersburg - Parkersburg, WV

The Actors Guild was awarded an matching grant from the WV Division of Culture and History to begin multi-phased renovations upgrade to the historic theater. Phase I involves expanding restroom facilities and installing an elevator base. Phases II and III call for expansion of the lobby, completing the elevator installation, moving the main entrance and refurbishing the rehearsal hall.

BIOGRAPHY

Paula has four years of experience documenting historic properties throughout the United States. She is well versed in Federal, state, and local preservation laws and enjoys developing historic contexts and completing field surveys. Paula is experienced in completing historic structure assessments, authoring individual and historic district nominations for the National Register of Historic Places, and designing interpretive and educational graphics for historic sites.

EXPERIENCE

Suncrust Intensive-Level Architecture and History Survey - Morgantown, WV

Authored final report on intensive architecture and history survey completed in 2016.

Moorefield Intensive-Level Architecture and History Survey - Moorefield, WV

Evaluated over 300 previously - and newly-surveyed resources for potential inclusion in existing Moorefield Historic District.

Shepherdstown Design Guidelines - Shepherdstown, WV

Evaluation of existing design guidelines to enhance and update the Design Guidelines for Shepherdstown Historic District.

St. Mary's Church - Petersburg, WV

Documentation of existing conditions assessment for the rehabilitation of the St. Mary's Parish. Also included is the conceptual design and building set for an addition.

Columbia Club - Weston, WV

Assessment and preparation of a Historic Structures Report for the Columbia Club Building. Site visits, historic data collection and research, conditions assessment are included within the report.

Palace of Gold - New Vrindaban, WV

Completed historic structure assessment and report to produce a National Register of Historic Places Nomination for the Palace of Gold.



Paula
McClain

PRESERVATION /
HISTORIAN

EDUCATION

BIS / ARCH. STUDIES &
INTERIOR DESIGN HISTORY /
2015 / ARIZONA STATE
UNIVERSITY



**David R.
Simpson**

PE, SECB, MBA

**PRESIDENT/
STRUCTURAL
ENGINEER**

EDUCATION

WEST VIRGINIA INSTITUTE OF
TECHNOLOGY
BS / CIVIL ENGINEERING

WEST VIRGINIA UNIVERSITY
MBA / BUSINESS
ADMINISTRATION

WEST VIRGINIA STATE COLLEGE
ARCHITECTURAL TECHNOLOGY
COURSES

BIOGRAPHY

David Simpson's experience includes over 30 years in structural design and project management for industrial, commercial, institutional and nuclear/chemical facilities utilizing steel, concrete, masonry and wood. His accomplishments include design and construction administration of health care facilities, hotels, schools, shopping centers, aircraft hangars, numerous retail facilities and several forensic engineering assignments. Simpson graduated from the West Virginia Institute of Technology with a bachelor's degree in civil engineering and an MBA from West Virginia University. He is registered in West Virginia, Pennsylvania, Maryland, Virginia, Florida, District of Columbia, North Carolina, South Carolina, Georgia, and Ohio.

MEMBERSHIPS

American Society of Civil Engineers, Structural Engineering Institute, Charter Member, American Concrete Institute, American Institute of Architects - West Virginia Chapter, American Institute of Steel Construction, Inc., American Iron and Steel Institute Member, Associated Builders & Contractors (ABC), National Academy of Forensic Engineers

EXPERIENCE

Morgantown Event and Conference Center

Morgantown, WV

Phipps Conservatory Addition

Pittsburgh, PA

Waterfront Hotel and Conference Center

Morgantown, WV

WVU Basketball Practice Facility

WVU Mountaineer Field North Luxury Suites

UPMC Hillman Cancer Center

William Sharpe Hospital Addition

Chestnut Ridge Church

University of Pittsburgh Bio Medical Tower

Glade Springs Hotel & Conference Center

Fairmont State University Parking Garage



**Jason E.
Harper**

PE

**OWNER/
ENGINEER**

EDUCATION

WEST VIRGINIA INSTITUTE OF
TECHNOLOGY
BS / MECHANICAL
ENGINEERING

**PROFESSIONAL
REGISTRATIONS**

ASHRAE
NFPA

BIOGRAPHY

Jason E. Harper, PE brings 11 years design experience to our firm. He has experience with HVAC, Electrical, plumbing, and fire alarm system design. His projects include educational facilities (including colleges and universities), health care facilities, office buildings, banks, emergency services facilities, postal facilities, and government buildings.

EXPERIENCE

Addition and Renovation to Geary School

Baileysville Elem. HVAC Renovations

W. Kent Carper Justice and Public Safety Complex

Dominion Gas Office Building

Renovations to Glenville ES

Addition to Shady Spring Middle School

Addition and Renovations to Flinn Elementary

Renovations to Park Middle School



David B. Sharp

P.E.

BRANCH MANAGER/
PROJECT MANAGER

EDUCATION

WEST VIRGINIA UNIVERSITY
MS / CIVIL ENGINEERING
BS / CIVIL ENGINEERING

BIOGRAPHY

David B. Sharp, P.E., Branch Manager will serve as the Project Manager for this project. Mr. Sharp has over 22 years of experience with Civil/Site Design, Geotechnical Engineering, Utility Design, and Construction Observation and Material Testing projects. He has served as Branch Manager for POTESTA's Morgantown office for 14 years. He will be the day-to-day contact for the client and responsible for coordinating the project staffing and technical reviews. Mr. Sharp will be available as much as needed for the project. Mr. Sharp possesses a Bachelor of Science and Master of Science degree from West Virginia University in Civil Engineering with emphasis Geotechnical/Environmental disciplines.

SPECIALIZATION

Involved with many aspects of civil engineering with a special interest in the geotechnical/environmental aspects. Responsibilities have included projects involving Civil Site Design; Geotechnical Design; Solid Waste Management Facility Design, including geosynthetic applications; hydrologic and hydraulic design; transportation/highway projects, including geotechnical and right-of-way plans; and municipal water and wastewater projects.

EXPERIENCE

Project Manager/Engineer on numerous projects involving most aspects of site development. Involvement has included civil/site design, geotechnical aspects, hydrology/hydraulics, permitting, erosion/sediment control/permitting, etc.:

- WVARNG Readiness Center – Summersville, WV
- Arbor Terrace Assisted Living Facility – Charleston and Huntington, WV
- Sunnyside Commons Student Housing Project (included 5 multi-story buildings, 268 parking spaces, and 43,000 sq. ft. of retaining walls) – Morgantown, WV
- Coombs Farm Residential Development – Morgantown, WV
- Town of Granville Boat Ramp Project – Granville, WV
- Shilch Residential Development – Morgantown, WV
- Numerous Marcellus Well Pad Sites for Various Clients – Northern WV
- Summit at Cheat Lake Residential Development – Morgantown, WV
- Logston Landslide Repair – Wheeling, WV

STAFFING PLAN

CLIENT

WV DIVISION OF
NATURAL RESOURCES



PROJECT MANAGER

MILLS GROUP, LLC

MICHAEL MILLS, AIA

LANCE MUSCARA, AIA

PAULA McCLAIN



MEP

HARPER
ENGINEERING

JASON HARPER, PE

STRUCTURAL

ADS

DAVE SIMPSON, PE

**SITE /
CIVIL**

POTESTA

DAVE SHARP, PE

**EVENT
CONSULTANT**

WV WEDDINGS

NIKKI BOWMAN



EXPERIENCE



Cannon Hill Historic Site

LOCATION : Rowlesburg, WV
CLIENT/PROJECT MANAGER :
 Rowlesburg Area Historical Society
 Bob Ayersman, Sr.
 304-454-9714
SERVICES : Pavillion Design and
 Cultural Resource Master Plan
CONSTRUCTION VALUE :
 NA



In conjunction with the Rowlesburg Area Historical Society, the Mills Group developed a master plan for managing this cultural resource that included a historical treatment zone and a related historical landscape plan. Cannon Hill was vital to the Northern war effort because of the B&O Railroad's Cheat River Bridge and the Tray Run Viaduct.

Assessing the existing site conditions and conducting historical research, both of Cannon Hill's significant characters and the precedents at other battle sites, was the first step. The studies highlighted priorities for the park's future. With these priorities in hand, Mills Group provided the Historical Society recommendations including interpretational sites, preservation of the existing battlements, and revitalization of scenic overlooks.

Upon the successful completion of a master plan for the Cannon Hill Historic Site in Rowlesburg, WV, the Mills Group was asked to begin the implementation of the plan. The project's second phase was to provide visitors with basic on-site amenities, including a convenience shelter, an interpretive shelter, and a handrail at the overlook area.

The selected shelter designs were reminiscent of early Civilian Conservation Corps park structures, which utilized natural, local, and readily available materials. The structures are designed not to impose on the site using materials of rough sawn logs and fieldstone but instead to provide basic visitor facilities and be aesthetically pleasing.



Oglebay Wilson Lodge West Family Wing

LOCATION : Wheeling, WV
CLIENT/PROJECT MANAGER :
Curt Byrum
304-243-4004

SERVICES : Schematic Design, Design
Development, Construction Documents,
Bidding & Negotiation, and Construction
Administration

CONSTRUCTION VALUE :
\$3 Million

MILLS GROUP
ARCHITECTURE • PLANNING • PRESERVATION

Mills Group lead the renovation of the Oglebay Wilson Lodge West Family Wing.

The renovation included the complete interior demolition of the second level to create two guestrooms out of the space previously occupied by three guestrooms. The first level guestrooms were renovated to receive new fixtures and finishes. The second level guestrooms included new balconies entered from the guestrooms on the north face of the wing. All new windows and finishes were installed throughout the wing.

To improve accessibility within the Lodge, a new elevator was installed as well as updating the existing corridor ramps to meet the current ADA requirements. A new mid-wing two-story entry was added to provide a central access entry point into the wing and a communal point for guest vending and laundry services.



Oglebay Foundation Office

LOCATION : Wheeling, WV

CLIENT/PROJECT MANAGER :

Eriks Janelsons

304-243-4160

SERVICES : Architectural Design
Development, Construction Drawings,
Construction Administration

CONSTRUCTION VALUE :

\$256,000

MILLS GROUP
ARCHITECTURE • PLANNING • PRESERVATION

Mills Group is tasked with redeveloping the former Oglebay Burton Hall guest house into multi-functioning space for the Oglebay Foundation.

The first floor, 1600 sq ft, build-out is being rehabilitated to include the CEO's office, an event space and visitor's center, space for support staff as well as a restroom, kitchenette, and storage.

This adaptive reuse project will keep the original historical aesthetics of Burton Hall, by revitalizing the fireplace and preserving the oversized moldings. Sleek, floor-to-ceiling glass walls will define the interior spaces. The seamless and invisible integration of mechanical and electrical systems are pertinent within this highly-exposed and wide-open space. An etched motif, made of large-format vinyl graphics, will be applied to the glass to allow for privacy. The graphic design on the glass focuses of native wildlife, and invoke the historic landscapes of the Oglebay grounds.

The integration of ultra-modern glass walls and sliding doors contrast the ultra-traditional interior space to create high levels of drama throughout this multi-functional and highly visible space.



Courtyard by Marriott

LOCATION : Granville, WV

CLIENT/ PROJECT MANAGER :

Thomas Bonney
West Place LLC

215-512-7957

SERVICES : Architectural Design

Development, Construction Documents,
Coordinating Consultants, Construction
Administration

CONSTRUCTION VALUE :

\$17,000,000

A brand new five-story hotel has opened across the street from the Morgantown Black Bears baseball stadium in Granville, WV. This Courtyard by Marriott has been a collaboration of a full design-build team. Along with the owners, West Place, LLC and general contractor, Waller Corporation, the Mills Group eagerly awaits the reviews of the community as they visit the high-quality brand.

Overlooking WVU's iconic Coliseum, the hotel is more easily accessed from Interstate 79 from the new Granville interchange which opened in the summer of 2016.

Mills Group provided full design services to West Place, LLC. From conceptual site design through the design development and construction document phases Mills Group collaborated with Design/Build team member Waller Corporation. The five-story hotel was built within the quick time-frame of a 15-month delivery schedule. Many consultants made up the team to ensure that the brand and owners were delivered a quality Courtyard hotel. These consultants include Marriott's design team, Oldcastle, who provided pre-built modular guest bathroom pods, full structural, mechanical, plumbing, electrical services by Allegheny Design, fire protection and security, kitchen and pool consultants, among many more. The building has an indoor pool, a generous public space including a bar, a bistro, and business center. The distinctive location offers private outdoor spaces for guests, complete with a fire-pit, encouraging them to enjoy the fresh outdoors of West Virginia and the view offered overlooking the river to Morgantown.

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Hawks Nest / Twin Falls State Parks

LOCATION : Ansted, WV and Twin Falls,
WV

CLIENT/PROJECT MANAGER :
WV DNR - Parks and Recreation
Brad Leslie

304-558-2764

SERVICES : Section 106 Monitoring
CONSTRUCTION VALUE :
N/A

Both Twin Falls and Hawks Nest State Park Lodges were designed by a team of architects called The Architecture Collaborative (TAC) which was led by world renowned modern architect Walter Gropius. While the buildings are significant for their modern architecture, the HVAC system needed to be improved for energy efficiency. An American Recovery and Reinvestment Grant allowed the two state parks to install efficient equipment and upgrade the heating and air conditioning in the lodges. Because of the historic and architectural significance of the two lodges, the Mills Group was asked to serve as a monitor to ensure that the project met the Secretary of the Interior's Standards as well as complied with the Federal law, Section 106 of the National Historic Preservation Act of 1966.

The Mills Group served as the liaison between the project manager and the State Historic Preservation Office, documented the efforts of the team as they installed the units, and compiled data to comply with Federal and state regulations.



Blue Sulphur Springs Pavillion

LOCATION : Blue Sulphur Springs, WV

CLIENT/PROJECT MANAGER :
Greenbrier County Historical Society
Margaret Hambrick
304-646-2439

SERVICES : Historic Structure Report
and Existing Conditions Assessment

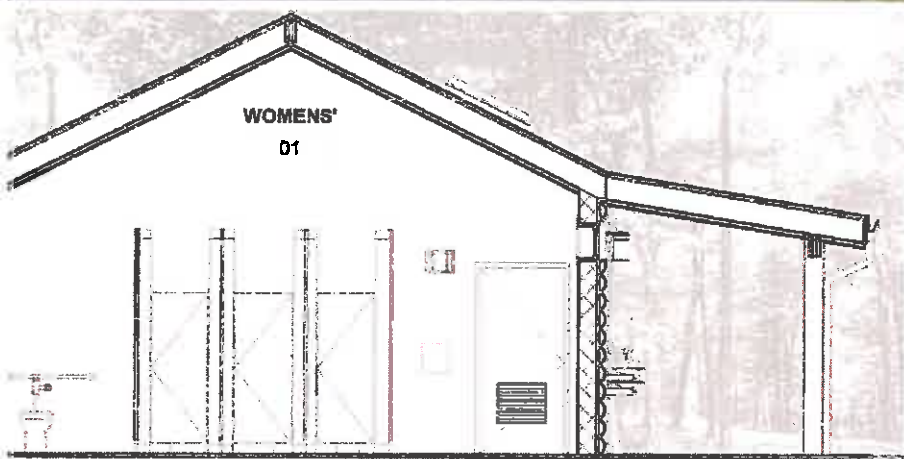
CONSTRUCTION VALUE :
\$1 Million

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The Greenbrier County Historical Society chose the Mills Group to conduct an existing conditions assessment, describe the written and architectural history of the Blue Sulphur Springs pavilion and offer a plan for its stabilization and reuse.

The Blue Sulphur Springs Pavilion was constructed ca. 1836 as the centerpiece of a health resort along Kitchen Creek in Greenbrier County, (West) Virginia. Although it was regarded as superior to the other springs in Western Virginia in terms of comfort and beauty, the resort was also not as fashionable as the White Sulphur Springs located 26 miles to the east. As a result of the declining popularity of the resort and nationwide economic instability, the property was transferred into the hands of gentlemen who created Allegheny College, a seminary for Baptist students in 1859. With the outbreak of the Civil War, the college lost both students and several structures, as part of the resort was destroyed by fire in 1863. All that remained of the property was the Greek Revival inspired pavilion which continued to be enjoyed by picnickers throughout the 20th century.

In 2013, the Greenbrier County Historical Society acquired the property and with the Mills Group's help, established a plan to restore the structure. This plan includes reusing as much original material as possible and incorporating the interpretation of the pavilion's history and restoration. The first step of the restoration is to stabilize the existing structure.



Adventure West Virginia Restrooms

LOCATION : Morgantown, WV
CLIENT/PROJECT MANAGER :
 West Virginia University
 Joshua Shinn
 304-293-9092

SERVICES : Design Development
CONSTRUCTION VALUE : NA



West Virginia University chose the Mills Group to design an easy to assemble building to serve as a restroom facility for their Adventure WV Outdoor Education Center. The new facility serves both men and women by offering restrooms and showers for visitors to the site while also providing storage for the maintenance crews. The water supply to the building is provided by storage tanks adjacent to the building while the wastewater treatment is addressed through a septic tank and leach field.

The Mills Group designed a turn-key facility which was ready for immediate use upon delivery to the site. Mills Group envisioned a building that incorporated natural-looking elements such as a log exterior with the durability of concrete fabrication.



Old Inn Cacapon Resort State Park

LOCATION : Cacapon, WV

CLIENT/PROJECT MANAGER :

WV DNR Parks and Recreation

James G. Schotsch

304-558-2764

SERVICES : Restoration & Master Plan

CONSTRUCTION VALUE : NA

The Old Inn at Cacapon Resort State Park in Berkeley Springs, WV was constructed in 1938 as part of a Civilian Conservation Corps project at nearby Camp Morgan as the first overnight lodging facility within the state park system. The Old Inn was originally built as a one and a half story hand hewn log structure with three wood burning chimneys. By the early 1940s, the increasing number of visitors to the State Park required the Old Inn to be enlarged. In order to protect the log structure from decay, officials decided to clad the entire building in board and batten wood siding circa 1960.

The WV Division of Natural Resources (DNR) hired the Mills Group to assess the integrity of the log structure and develop a plan to stabilize the building and its continued maintenance. Because the DNR used Federal money to assess the building, they were bound by Section 106 of the National Historic Preservation Act of 1966 to assess the effect of their actions on the structure. Mills Group also acted as a liaison between the DNR and the State Historic Preservation Office.

The building had been changed slightly during the years to accommodate wall mounted air conditioning units. Otherwise, the building was in remarkably good shape and is slated to be restored to its early 1940s appearance with the exposed log exterior. Mills Group devised a plan to rehabilitate the historic log structure and adapt it for continued use for the future.

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Allegheny Design Services

OVERVIEW

LOCATIONS : WV/PA

SERVICES : Structural Engineering,
Mechanical, Electrical, and Plumbing
Engineering, Building Information
Modeling, System Engineering

- Dorms, Student Housing & Apartments
- Athletic & Recreation
- Religious / Non-Profit
- Healthcare
- Higher Education
- Historic Restoration
- Industrial
- K-12
- Government
- Office Buildings
- Parking Garages
- Retail & Commercial
- Metal Building Systems
- Hotels & Resorts
- Pedestrian Bridges
- LEED & Commissioning





Harper Engineering

OVERVIEW

LOCATIONS: WV

SERVICES: HVAC Design, Electrical Design, Plumbing Design, Drafting, Specifications, Project Management, Construction Documents

- **Beckley Appalachian Regional Hospital -**
HVAC and Electrical Design for Lab Upgrades, CCU Unit Replacement and Duct Modifications as well as Unit Replacement as part of Reskin Project
- **Tucker County Community Based Outpatient Clinic -**
HVAC, Plumbing, Electrical, Fire Alarm, and Sprinkler design for a 3,600 sq. ft. VA outpatient clinic.
- **Bert Wolf Toyota -**
HVAC, Plumbing, Sprinkler, Electrical and Fire Alarm design for the addition and renovation totaling 39,500 sq. ft. for showroom and maintenance bay located in Charleston, WV. Included Vehicle Exhaust System for Maintenance bay
- **Huff Elementary -**
New School in Wyoming County, 43,000 sq. ft. building. Sprinkler system with fire water storage tank and fire pump
- **Energy Corporation of America -**
HVAC, Plumbing, Electrical, Fire Alarm, and Sprinkler design for a 60,000 sq. ft. office located in Charleston, WV
- **W. Kent Carper Justice and Public Safety Complex -**
HVAC, Plumbing, Electrical, Fire Alarm, and Sprinkler design for renovations to the 62,400 sq. ft. Justice and Public Safety Complex



Potesta

OVERVIEW

LOCATIONS: WV/VA

SERVICES: Engineering, Mining,
Remediation, Oil & Natural Gas,
Environmental

- Air
- Asbestos Abatement
- Biological and Toxicological
- Civil Engineering and Site Design
- Coal Supply and Procurement
- CADD
- Construction Monitoring
- Environmental Emergency Response
- Environmental Site Assessment
- Geographic Information Systems
- Geotechnical Engineering
- Groundwater
- Hydrology and Hydraulics
- Landfills and Solid Waste
- Litigation Support
- Marcellus Shale Natural Gas
- Mining
- Mixing Zone Analysis
- Occupational Safety and Health
- Oil and Natural Gas
- Permitting
- Remedial
- Roadway Engineering
- Stream Restoration
- Storage Tanks
- Surveying and Mapping
- Water Quality Studies
- Water and Wastewater
- Wetlands





REFERENCES

Ron Justice

West Virginia University
State and Local Relations Specialist
Marina Tower, 4th Floor
PO Box 6555
Morgantown, WV 26505
Ph: 04-293-3034

Margaret Hambrick

Greenbrier Historical Society
President
301 West Washington Street
Lewisburg, WV 24601
Ph: 304-46-2439

Kathy Mace

Preston County Commission
County Administrator
106 West Main Street
Room 202
Kingwood, WV 26537
Ph: 04-329-1805

Eriks Janelains

The Oglebay Foundation
President & CEO
465 Lodge Dr.
Wheeling, WV 26003
Ph: 304-243-4160

ADDITIONAL
INFORMATION



The West Virginia Board of Architects

certifies that

MICHAEL MILLS

is registered and authorized to practice
Architecture in the State of West Virginia.

In testimony whereof this certificate has been issued
by the authority of this board.

Certificate Number [REDACTED]

The registration is in good standing until June 30, 2019.



A handwritten signature in cursive script, reading "Emily Papadimitriou".

Board Administrator

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

MICHAEL MILLS - MILLS GROUP
MANAGING PRINCIPAL
(Name, Title)

(Printed Name and Title)

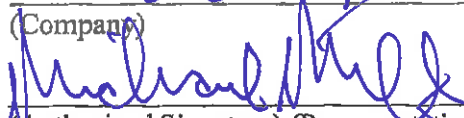
63 WHARF STREET SUITE 300 MORGANTOWN, WV 26501
(Address)

304-296-1010

(Phone Number) / (Fax Number)

MMILLS@MILLSGROUPONLINE.COM
(email address)

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

MILLS GROUP, LLC
(Company)
 AIA MANAGING PRINCIPAL
(Authorized Signature) (Representative Name, Title)

MICHAEL MILLS
(Printed Name and Title of Authorized Representative)

2/14/19
(Date)

304-296-1010
(Phone Number) (Fax Number)

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.:

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

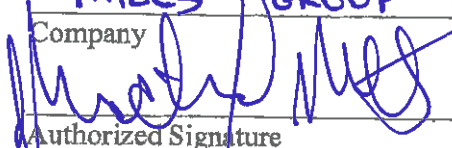
Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:

(Check the box next to each addendum received)

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

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

MILLS GROUP LLC
 Company _____

 Authorized Signature _____
 2/14/19
 Date _____

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

West Virginia Ethics Commission



Disclosure of Interested Parties to Contracts

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

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

"Business entity" means any entity recognized by law through which business is conducted, including a sole proprietorship, partnership or corporation, but does not include publicly traded companies listed on a national or international stock exchange.

"Interested party" or *"Interested parties"* means:

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

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

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

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

West Virginia Ethics Commission Disclosure of Interested Parties to Contracts

(Required by W. Va. Code § 6D-1-2)

Name of Contracting Business Entity: MILLS GROUP LLC Address: 63 WHARF ST. SUITE 300
MORGANTOWN, WV 26501

Name of Authorized Agent: MICHAEL MILLS Address: SAME AS ABOVE

Contract Number: CE01 0316 DNR1900000006 Contract Description: A/E SERVICES

Governmental agency awarding contract: DNR

Check here if this is a Supplemental Disclosure

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

Subcontractors or other entities performing work or service under the Contract

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

ADS
POTESTA
HARPER ENGINEERING
NEW SOUTH MEDIA

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

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

MICHAEL MILLS
VICTOR GREIG

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

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

Signature: [Handwritten Signature] Date Signed: 2/14/19

Notary Verification

I, the Notary Public, am a resident of West Virginia, County of Monongalia.

Ashley N Nagy, the authorized agent of the contracting business entity listed above, being duly sworn, acknowledge that the Disclosure herein is being made under oath and under the penalty of perjury.

I, the Notary Public, have personally known and sworn to and subscribed before me this February day of 14th.

[Handwritten Signature]
Notary Public's Signature

Discipline completed by State Agency: _____
Discipline Received by State Agency: _____
Discipline submitted to Ethics Commission: _____
Governmental agency submitting Disclosure: _____

OFFICIAL SEAL
NOTARY PUBLIC
STATE OF WEST VIRGINIA
Ashley Nicole Nagy
1303 Apple Lane
Morgantown, WV 26505
My Commission Expires June 28, 2020

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: MILLS GROUP LLC

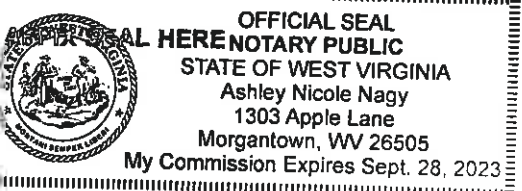
Authorized Signature: [Signature] Date: 2/14/19

State of West Virginia

County of Monongalia, to-wit:

Taken, subscribed, and sworn to before me this 14 day of February, 2019.

My Commission expires Sept 28, 2023.



NOTARY PUBLIC Ashley Nagy
Purchasing Affidavit (Revised 01/19/2018)