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WV PURCHASING
DIVISION

WilliamsonShriverArchitects

April 26, 2019

Mrs. Brittany Ingraham
West Virginia Department of Administration, Purchasing Division
2016 Washington Street East
Charleston, WV 25305-0130

RE: Architectural and Engineering Services for New District VI Office Complex
(Solicitation Number: CEOI 0310 DNRI900000010)

Dear Mrs. Ingraham:

Williamson Shriver Architects, Inc. was excited to learn of the Expression of Interest for Architectural and Engineering services for the New District VI Office Complex for the West Virginia Division of Natural Resources. We are pleased to have an opportunity to submit our team's qualifications, experience, and other credentials for your consideration.

Williamson Shriver Architects' staff combines for over 100 years of experience on hundreds of architectural design projects of all types and sizes located throughout West Virginia. Our firm has established practices in place to ensure that your project is completed on time and within budget. Our design, engineering, and construction administration talents have been proven over and over throughout our firm's thirty-plus year history.

Please accept this letter as our team's Expression of Interest in serving as your design team for this exciting project. In addition to Williamson Shriver Architects, Inc., our proposed project team will include Terradon Corporation, Poca, WV (Site/Civil design), Harper Engineering, of St. Albans, WV (HVAC, electrical, plumbing, and fire protection design) and Watkins Design Works, of Charleston, WV (Interior Design). Our firms have worked together successfully on many past projects throughout all regions of the state. We jointly have a strong understanding of design creativity, building systems and materials, constructability, and the economics of construction in the different regions of West Virginia. We invite you to review the attached Statement of Qualifications which describes in depth our team's capabilities, experience, and personnel and includes all of the information delineated in your Expression of Interest.

We are excited about this project, and are eager to be selected to work with the West Virginia Division of Natural Resources for the New District VI Office Complex as the Architect. We look forward to a personal interview with your selection team during which we can present our credentials in greater detail.

We look forward to hearing from you soon.

WILLIAMSON SHRIVER ARCHITECTS, INC.



Ted A. Shriver AIA • LEED AP
President / Architect

Williamson Shriver Architects, Inc.
717 Bigley Ave
Charleston, WV 25302
304-345-1060 voice 304-345-3693 fax
www.wsgarch.com

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New District VI Office Complex

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Tab A

General Information



WilliamsonShriver**Architects**

General Information

Firm Overview

Williamson Shriver Architects Inc. is an award-winning, multi-disciplinary design firm with business roots back to 1967. While specializing in educational and commercial planning and design, we provide design services to a diverse client base throughout West Virginia. With construction values exceeding one billion dollars over our history, the size and scale of our projects have ranged from detailed designs for small interior

renovations to large multi-million dollar new facilities. Large or small, simple or complex, every project has our commitment to diligent, thoughtful design. Our functional and distinctive buildings reflect the vision of our clients and the spirit of our communities.

Experienced, capable, and responsive, we have a long tradition of excellence and client commitment. Simply put ... we listen ... and combine what we learn from

listening with a clear understanding of technology, sustainability, and a wealth of experience. Every Williamson Shriver Architects design is a collaboration with the end user. Our finished projects work for people because they start with people. Through focus groups, individual interviews, and public meetings, we ask our clients to stretch their imagination and anticipate how they will

use each space. The result of this process ... flexible design solutions that respond to people and

make the most of budgets.

Commitment to quality, dedication to project and client, and a nearly fifty year tradition of innovation and architectural excellence... that's Williamson Shriver Architects. No matter what the program, site, or budget, we've been there and we have the experience and vision to shape your project into a success.

At Williamson Shriver Architects, we're listening.

The Vision of our Clients and the Spirit of our Communities.



Legal Organization

Williamson Shriver Architects is a type S corporation licensed as a business by the WV Secretary of State and headquartered in Charleston, WV. Our firm qualifies as a Federal Small Business and has applied for such registration with the U.S. Small Business Administration.

In House Services

- Pre-Design & Planning
- Architecture
- Structural Engineering
- Interior Design
- Construction Procurement / Administration
- Cost Estimating
- Sustainable Design

Services through Partners

- Site and Civil Engineering
- Landscape Design
- Historic Review & Preservation
- Mechanical Engineering
- Electrical Engineering
- Lighting Design
- Technology and Security Design
- Audio / Visual Design
- Acoustical Design
- Interior Design





Firm History

Harper Engineering, PLLC was founded in 2008 to provide innovative engineering design services to architects, owners, and contractors through the state. We are a unique combination of eager young talent and proven experience fused together to serve all of your building systems 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.

Relationship

Harper Engineering, PLLC has worked with Williamson Shriver Architects, Inc. since 2008. We have amassed over 80 projects together. (* Indicates more than one project at that location)

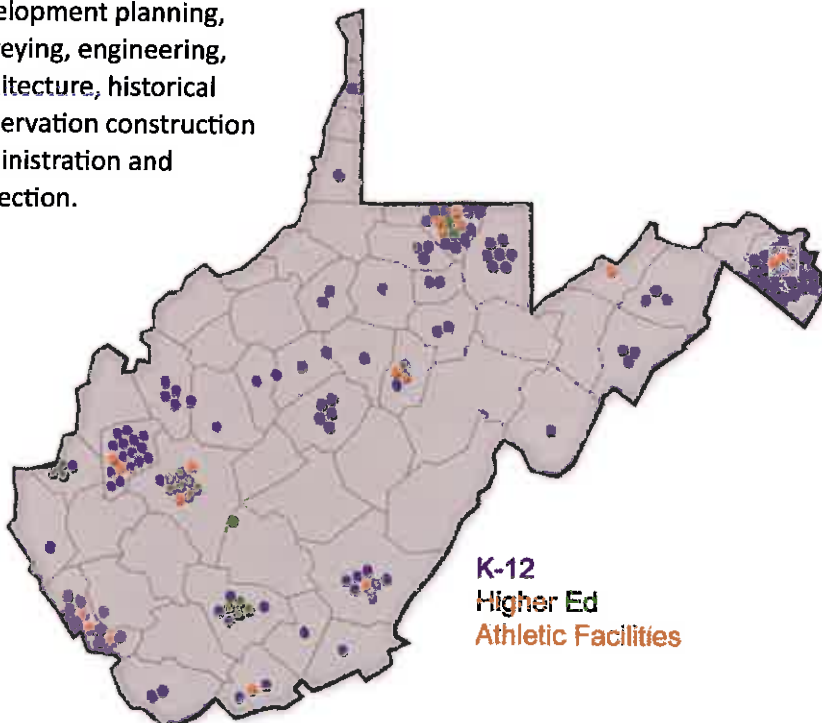
Analabs Office Building	Hurricane High School
Arnoldsburg Elementary School	Little Birch Elementary School
Beverly Elementary School	Little Creek Golf Course Conference Center*
Brandywine Elementary School	Marsh Fork Elementary School
Braxton County High School	Matewan Elementary School
Braxton County Middle School	Moorefield Primary School
Braxton County Schools Warehouse	Northeast Natural Energy Office
Bridge Elementary School	Oakwood Baptist Church
Bruceston School*	Oakwood Terrace Apartments
Burch PK-8 School	Pendleton County High School
Burnsville Elementary School	Pleasant Hill Elementary School
Calhoun Gilmer Career Center	Poca High School Elevator
Chapmanville Elementary	Preston County High School*
Charleston Arbors Apartments	Putnam County CTC Paint Booth
Charleston Fire Station #3	Ravenswood High School
Coalton Elementary School	Ripley High School
Davis Elementary School	Roane Jackson Technical Center
Fed Ex Expansion	Robert C. Byrd Health Science Center
Fellowsville Elementary School	South Branch Vo Tech
Flatwoods Elementary School	South Charleston Fire Station #1
Flinn Elementary School	Starbucks - Kanawha Boulevard
Frametown Elementary School*	Steptoe and Johnson Office Building*
Fred Eberle Technical Center*	Sutton Elementary School
Geary Elementary School	Taylor County Middle School
George Ward Elementary School	Terra Alta East Preston School*
Gilbert Elementary School	Tucker County High School
Gilbert High School*	Tudors/Gino's Various Locations*
Gilmer County High School*	Tunnelton Denver Elementary School
Glenville Elementary School	Union Elementary School
Hampshire County Career Tech Center	Upshur County Schools*
Hampton Inn Buckhannon	West Chapman Elementary School
Harman School	West Virginia State Capitol Building
Hebert Hoover High School	Williamstown Army National Guard
Holden Elementary School	Wirt County Schools
Hodgesville Elementary School	

TERRADON Corporate Overview



Since 1989, TERRADON has provided a wealth of engineering solutions blanketing the Ohio Valley, Mid-Atlantic and Appalachian regions with successful projects. Staff includes landscape architects, engineers, surveyors, planners, geologists, environmental scientists, designers, technicians and LEED Accredited Professionals. The company employs approximately 50 leading-edge staff in four locations: Poca, WV; Lewisburg, WV; Charlton Heights, WV; and Ripley, WV.

TERRADON's Land Development Group works in a variety of markets including: K-12 Education, Higher Education, Commercial/Industrial, Civic/Public, Parks/Recreation and Medical. Projects include: master planning, recreational planning, funding agencies assistance, economic development planning, surveying, engineering, architecture, historical preservation construction administration and inspection.



CORPORATE SERVICE OFFERINGS

- Land Planning and Site Design
- Construction Oversight and Monitoring
- Materials Testing & Inspection
- Transportation Engineering
- Environmental
- Geotechnical Engineering
- Structural Engineering
- Civil Engineering
- Surveying and Mapping
- Water/Wastewater Engineering
- Stormwater/MS4 Design

LAND DEVELOPMENT SERVICES

- Master Planning
- Presentation Drawings/Renderings
- Site Feasibility Studies
- Schematic Design
- Layout Plans
- Grading Plans
- Stormwater Management Plans
- Erosion Control Plans
- Planting Plans
- Construction Observation

TERRADON has completed site design work for numerous educational facilities throughout West Virginia. Approximately 90% of TERRADON's K-12 education projects are funded by the School Building Authority of West Virginia. Circles on the above map indicate the locations of sites for which TERRADON has completed site civil design services. Blue circles represent K-12 schools, green circles represent higher educational institutions and orange circles represent athletic facilities.



Firm Profile

ABOUT

Watkins Design Works is a West Virginia-based commercial interior design and green building consulting firm. We offer all facets of interior design services for architects, engineers, and contractors, as well as K-12, higher education, commercial, government, healthcare, hospitality, retail, and military clients. From programming through construction administration, from conceptual color palettes to custom millwork detailing, Watkins Design Works will be involved with you throughout the entire process, to design functional and beautiful interiors that support your clients, your needs, and your vision.

The triple bottom line of sustainability is inherent in everything we do: environment-equity-economy, each considered in equal parts. We provide overall guidance, eco-charrette facilitation and in-depth knowledge of the LEED Green Building Rating System for clients interested specifically in green building. By embracing an integrative design process, where designers, architects, engineers, contractors, and all stakeholders are involved in a design project early and often, we are able to connect the built environment with the natural environment, so that quality of life is improved for staff and visitors, and local habitat is regenerated. Economic savings are realized through this early decision-making process, rather than diminishing value through traditional "value engineering" at the end of the design process.

SERVICES

- Programming
- Schematic design, space planning, and design development
- Contract and bid documents
- Interior construction administration
- Lighting design
- Custom casework and millwork design
- Furniture design
- LEED Green Building Rating System consulting
- Sustainability consulting

Certifications

- Small Business Administration:
 - Woman-Owned Small Business
 - Economically Disadvantaged Woman-Owned Small Business
- State of West Virginia:
 - Small Business and Woman-Owned Business
 - WV Oasis Registered Vendor

Community Involvement / Memberships

- American Institute of Architects WV Chapter Professional Affiliate Member
- Charleston Area Alliance Member
- U.S. Green Building Council National Organizational Member

Tab B

Qualification and Approach



WilliamsonShriver**Architects**

Project Approach & Understanding

Project Approach

As fully described in Tab E of this Statement of Qualifications, Williamson Shriver Architects has a variety of projects fully constructions with similar size and design requirements to the project by the West Virginia Department of Administration.

The success of those projects are not by accident. It is said, good design comes from good listening. You are not hiring an architect to “tell you how to design and build your building” Rather, you are hiring an architect to compose a design by synthesizing the specific needs, activities, skills, and limitations of your department, personnel, and site into a holistic, responsive design. Williamson Shriver Architects continually stresses the importance of involving the building user throughout the design process and facilitating their input into a final program and design solution.

This planning process starts with the schematic “big picture” design concepts and continues all the way to small details including interior design and furniture selection. We utilize a variety of methods in this process to make the design intent more understandable to lay-person committee members. These include presentations, design charrettes, interior and exterior 3D concepts modeling, digital walkthroughs and general discussions and feedback.

We firmly believe that our track record of these successful projects is directly attributable to this inclusive and interactive process with our clients.

Williamson Shriver Architects has reviewed the scope of work provided for the Division of Natural Resources. We understand the scope of work is funded by the State of West Virginia as follows:

- Provide full design services for a new facility on Division of Natural Resources owned property in Parkersburg, West Virginia.
- The facility will consist of a minimum of two buildings approximately 6,500 sq. ft. each. One building will contain office and building support spaces. The second building will contain laboratories and shop space with support spaces.

Design Management

Williamson Shriver Architects is a mid-sized firm but with a small-firm attitude of service to our clients. Principal Ted Shriver, is actively involved in all aspects of all the firm's projects from concept to completion. To ensure consistency of quality design, all planning and design concepts originate under the direct supervision of the partners.

On this project, Ted Shriver will be the Architect of Record and will directly oversee all design activities as well as be the main point of contact with the Owner. Directly under Mr. Shriver's leadership, Greg Martin will serve as Project Architect, and will be assigned with the responsibility to produce documents and specifications based upon the design as well as to coordinate all team member activities and contributions to the project.

At right: Exterior view of Williamson Shriver Architects office which was an adaptive re-use and complete renovation of an empty, non-descript commercial structure on Charleston's West Side completed in 2001.



Project Approach & Understanding

Continued

For site/civil engineering, mechanical/electrical engineering and interior design services on this project, Williamson Shriver Architects will team with three consulting firms specifically selected to provide the most comprehensive, highest quality specialty services relating to this project.

• Terradon Corporation, of Nitro WV, specializing in site / civil engineering and utilities design consulting services.

• Harper Engineering, a St. Albans, WV consulting engineering firm who will provide HVAC, electrical, plumbing and fire protection design services.

• Watkins Design Works, of Charleston WV, will provide interior design services for project.

Design Schedule

A master project schedule will be prepared to reflect all of the work tasks for the project organized by design phase and showing timelines and milestone dates for all tasks. We will also show the organization/individual responsible for the task. It will be organized as a horizontal bar chart. The schedule will be tested at critical intervals and measures taken to assure the schedule is maintained. Work efforts are tested against progress so that potential conflicts and delays can be detected quickly and appropriate action taken immediately to preserve scheduled

milestones.

Design Development Phase

With the project consisting of renovation and repair to existing structures the early phases of initial programming and schematic layout will not be required. The design team will progress to the design development phase of the project which will discuss the areas of repair and renovation. The Design Development Phase documents advance the approved schematic design by illustrating

We continually stress the importance of involving the building users in the design process and facilitating their input...

and describing the architectural, structural, mechanical, and electrical components and systems, and other elements through the use of plans, sections, elevations, typical construction details, and diagrammatic layouts of the building systems as well as other documents to fix and describe the size and character of the project. Important details of construction will be shown, any necessary selective demolition and alterations will be indicated, interior design elements including furnishings and equipment will be conceptually defined, construction materials will be generally selected, and the

building systems will be outlined and integrated with the building structure and architecture. Outline specifications will be written and all building performance specifications will be updated. A cost estimate will be prepared reflecting the work described in the Design Development documents along with appropriate strategies to deal with any cost issues which may arise. The completed Design Development document package will be submitted to the Owner and authorities having jurisdiction for review and approval.

Construction Documents Phase

Upon approval of the Design Development Phase drawings, the project team will prepare closely coordinated construction drawings and final specifications detailing the quality levels for materials and systems needed for bidding and construction. The design team will also incorporate into the Construction Documents the design requirements of authorities having jurisdiction over the project, including but not limited to the Americans with Disabilities Act, applicable state and local building codes, ordinances, and standards, and any standards provided by the Owner. To enhance the coordination effort between the disciplines, all team members will utilize AutoDesk Revit Building Information Modeling

Project Approach & Understanding

Continued

software in the preparation of these documents.

The work of this phase will include furthering the interior design concepts previously developed by selecting material colors and patterns for inclusion into the project. Additionally, furnishings and equipment appropriate to the function and quality of the proposed design will be selected. The design team will meet as needed with the Owner to gain input regarding these interior design elements.

The design team will confer with the Owner to develop and prepare bidding and procurement information, the contract for construction, as well as the conditions of the contract for construction. All of these documents will be contained within the final Project Manual to be released to potential contractors.

The project cost estimate will be updated reflecting the work described in the Construction Documents along with appropriate strategies to deal with any cost issues which may arise. The completed Construction Documents package will be submitted to the Owner and authorities

having jurisdiction for review and approval.

Bidding Phase

Williamson Shriver Architects will assist the Owner as necessary in the advertising of the project for bidding. To further competitive bidding, we will actively market the project to contractors known to specialize in work consistent with the project scope. We will assist the Owner as needed in conducting the bid opening. On behalf of the Owner, we will evaluate the bids received and delineate any options for award, and provide our recommendation as to the award for a contract for construction that is in the best interest of the Owner.

Contract Administration Phase

The construction phase may be a small portion of an architect's fee, but this phase plays a large role in our success. After the commencement of construction, Steve Gibson will take the lead during the construction process. Mr. Gibson has 30+ years experience as a contract administrator with Williamson Shriver Architects on all project types. As such, he is well known and respected by many commercial contractors around West Virginia. During this phase, he will be assisted by numerous members of the design team who will continue their roles from the design phases.

Member(s) of the project team will be present on the project site at two-week intervals, will attend all construction progress meetings, will become generally familiar with the progress and quality of the work completed, and will determine in general that the work is being completed in accordance with the Contract Documents. On behalf of the Owner, we will reject any work not conforming with the Contract Documents.

In between site visits, Mr. Gibson, with assistance of project team members will review and take action on contractor submittals, process change orders and payment requests, issue field memos and clarifications as needed, prepare punch lists, and certify completion of the project.

Post-Construction

Williamson Shriver Architects team will not walk away from a project at final completion. Rather, we continue to assist our clients with warranty issues which may arise after completion. We will also conduct an eleven month walkthrough to observe any other warranty issues, and also will conduct an interview with a committee of the Owner's staff and building users. This feedback will allow the project team to evaluate the performance of the final design, to determine whether the design adequately meets



Project Approach & Understanding

Continued

the Owner's needs, and gives our team members valuable input helping us to improve our knowledge for services on future projects.

Even after the expiration of the twelve month warrantee period, Williamson Shriver Architects continues to service clients on our completed projects. Time and again throughout our firm's history, we have assisted Owners of our completed projects years after occupancy on issues relating to the function of building components and systems. Never once have we invoiced for these services.

Quality Control

Cost Control

It is vitally important that the project budget, program and outcome expectations are compatible from the outset. Once the initial project budget and project scope is established and agreed upon, all future cost estimates and design decisions will be measured against that budget and program. As indicated herein, further cost evaluation will be performed at the completion of schematic and design development drawings, and at 75% completion of contract drawings. Between formal estimates, the design team is constantly evaluating design and materials/specification alternatives in an on-going effort to achieve the project goals in a cost effective manner and to maximize the value of the funds

available for the project.

Design Technology

All of our major consultants use Autodesk Revit, a Building Information Modeling (BIM) software product. As a result, BIM will be utilized throughout the design process. Well beyond traditional drafting software, BIM is a more holistic approach to building design and culminates in an electronic 3-dimensional model of the building and contains 'intelligent' components. This product is not only a valuable production tool for the design team, but also offers several benefits to the Owner. For example, it's 'clash detection' capabilities offer better technical control of the coordination between work of multiple disciplines, reducing the number of potential change orders during construction. The software also allows for enhanced clarity of contract documents, and provides a potential facilities management benefit for clients through the manipulation of the intelligent components contained within the model. Williamson Shriver Architects was among the first architectural firms in West Virginia to routinely utilize BIM software on our projects.

Quality Management

Williamson Shriver Architects is proud of our success rate for meeting tight project budgets with a low incidence of construction change orders. We believe that this success stems largely

from the retention rate of our long-term staff and selection of consultants that are highly specialized in the type of project being designed.

We have several peer review steps in place to review Construction Documents prior to letting them out for bidding. These include a design partner coordination review, review by the Construction Administrator who has jobsite experience, and involvement of nearly all of our production staff in the preparation of technical specifications ... whether or not they are otherwise working on the project ... to assure that the documents are reviewed by a "fresh set of eyes". All of these steps taken together, eliminate most design errors before they make it out of our office.

As products and product applications are constantly changing, our staff and consultants are continually updated on new materials and methods of construction through both internal and outside seminars and programs.

Lastly, utilization of Building Information Modeling (BIM) software greatly reduces the potential for design errors. This is due in part to the integrated approach in which the software cross references information, as well as its potential for clash detection.



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.

The following is a partial listing of projects that demonstrate Harper Engineering's mechanical, electrical, and plumbing design experience:

- South Charleston Fire Station No. 1
- Chapmanville Intermediate School
- Franklin Elementary School - Design/Build Criteria Developer
- Additions to Holden Elementary School
- Williamson Coal House
- River Ridge Church- Hurricane
- Seneca Village Housing
- Beckley VA Parking Garage
- West Virginia Department of Highways
 - SRC Office Building Renovation
 - Weigh Stations
 - Highway Lighting
- Mason County Sheriff's Office Renovation
- Stonerise Nursing Homes (Multiple Projects)
- Boone County Courthouse Annex
- City of Charleston Fire Station No. 3
- A New Ronald McDonald House for Southern West Virginia
- North Central West Virginia Airport (Multiple Projects)
- Yeager Airport Security
- CAMC Hospitals (Multiple Projects)

- Level 350 BIM* Coordination for School Building Authority Projects
 - Shady Spring High School, Raleigh County Schools
 - New Raleigh Elementary School, Raleigh County Schools

* BIM - Building Information Modeling

Qualifications



Land Development covers a broad swath of TERRADON's service offerings and sees a large percentage of its annual revenue from repeat clients or referrals. The group is composed mainly of Professional Engineers, Landscape Architects and CAD designers who frequently team with every other department within the company.

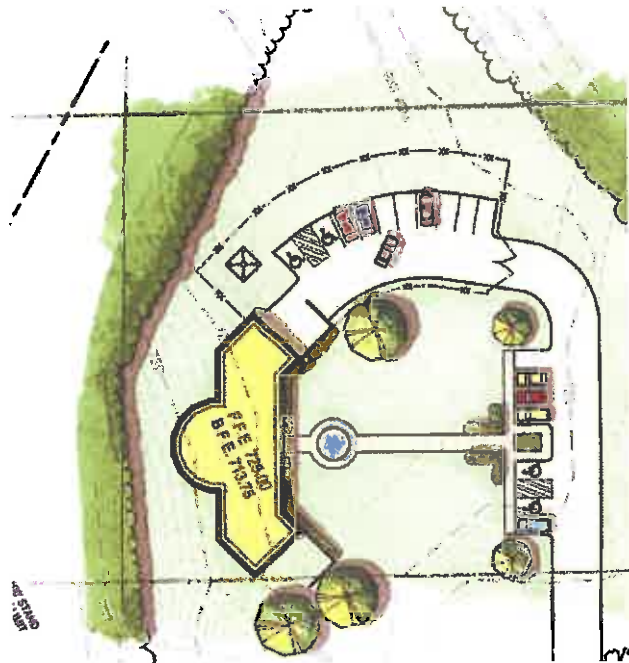
TERRADON's Land Development department collaborates with public and private entities and has a strong presence in the recreation, public/civil, educational and commercial development sectors. TERRADON is recognized as a leader in providing site design and land planning services. The firm's professional engineers work closely with the client from the project's initial phase through a schematic design, construction documents and project delivery. TERRADON's Landscape Development Group remains on the forefront of sustainable design, providing LEED Accredited Professionals to clients. Projects utilizing sustainable design best practices aid clients in significantly reducing energy costs on projects.

TERRADON's Land Development Group works in a variety of markets including: Civic/Public, Parks/Recreation, Commercial/Industrial, K-12 Education, Higher Education and Medical.

Projects include: Master planning, recreational planning, funding agency assistance, economic development planning, surveying, engineering, architecture, historical preservation construction administration and inspection.

LAND DEVELOPMENT SERVICES

- Master Planning
- Presentation Drawings/Renderings
- Site Feasibility Studies
- Schematic Design
- Layout Plans
- Grading Plans
- Stormwater Management Plans
- Erosion Control Plans
- Planting Plans
- Construction Observation





Qualifications Statement

Woman-Owned Small Business



Jill M. Watkins
Owner

Core Competencies

Watkins Design Works provides all aspects of commercial interior design services, including:

- Programming
- Schematic design, space planning, and design development
- Contract and bid documents
- Interior construction administration

Differentiators

Jill Watkins, Owner, has over 25 years of commercial interior design experience, which includes working alongside architects and engineers during all parts of the design process for many different project types. Government clients are unique in that the expenditure of taxpayer dollars is often scrutinized, and value for service must be evident. Our commercial interior design services offer many benefits and value to government clients, including:

- Maximizing tight budgets for maximum impact, both aesthetically and functionally.
- Knowledge of furniture and office design trends to improve worker productivity and provide meaningful amenities for staff.
- Knowledge of various purchasing contracts available to government agencies.

From programming and space planning through construction administration, from developing conceptual color palettes to custom millwork detailing, Watkins Design Works will be involved with you throughout the entire process to design functional and beautiful interiors that support your staff, your needs, and your vision.

Corporate Data

Watkins Design Works is a commercial interior design, green building, and sustainability consulting firm established in 2014. Our work is primarily focused in West Virginia and surrounding states.

DUNS Number [REDACTED]
 NAICS Codes [REDACTED]
 EIN [REDACTED]
 WV Oasis Vendor Code [REDACTED]

Small Business Administration:
 Woman-Owned Small Business
 Economically Disadvantaged Woman-Owned Small Business

State of West Virginia:
 Small Business and Woman-Owned Business

Contact Information

Watkins Design Works, LLC www.watkinsdesignworks.com
 Jill M. Watkins, LEED AP BD+C, NCIDQ, Owner jill@watkinsdesignworks.com
 815 Quarrier Street, Suite 202, Charleston, WV 25301 304.553.7002 office

Tab C

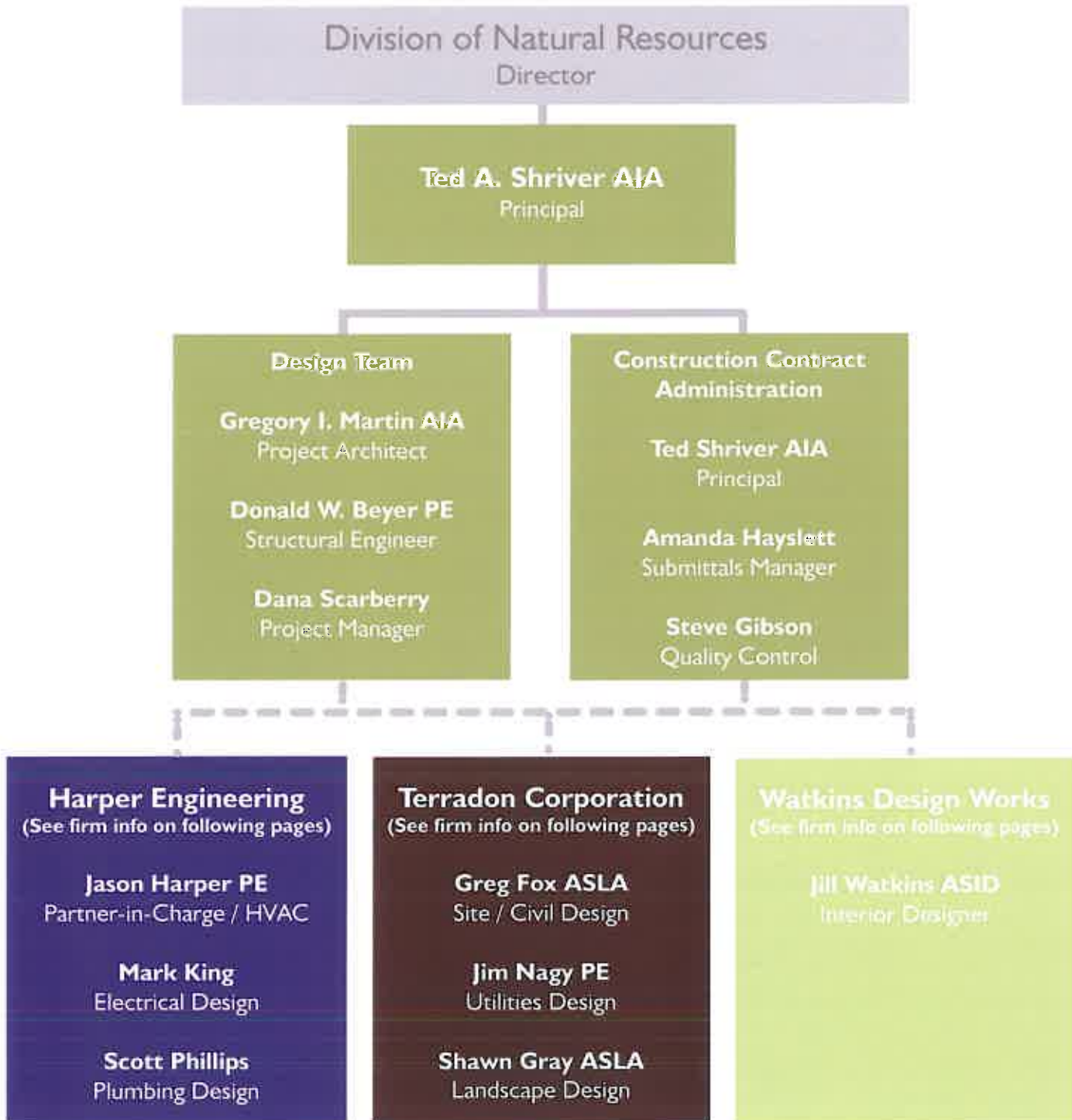
Team Organization



WilliamsonShriverArchitects

Team Organization

Organizational chart showing numbers and types of key personnel that will be providing design and construction phase services for this project.



More detailed information for these key personnel may be found in Tab A & Tab B
Resumes for individuals in this chart may be found in Tab D

Tab D

Project Staffing



WilliamsonShriverArchitects

Personnel Experience

A list of all key personnel that will be assigned to this project and describe the roll each will play

A list key persons that will be assigned to this project that are Licensed Architects, Construction Administrators, LEED AP's per the U.S. Green Building Council, and who are experienced in the use of Building Information Modelling software.

A list any proposed consultants, including key staff names and the experience and qualifications of these individuals or firms.

Name	Project Role	Years with Firm	Registration	CA Exp.	LEED Status	BIM Exp.
Ted Shriver	Partner-in-Charge	34	Arch-WV	F/O	AP BDC	2
Don Beyer	Structural Design	28	PE.-WV	F/O		3
Greg Martin	Project Architect	10	Arch-WV	F/O		4
Dana Scarberry	Project Manager	28	N/A	O		4
Steve Gibson	Contract Administrator	32	N/A	F/O		1
Amanda Hayslett	Administrative Assistant	1	N/A	F/O		1
Greg Fox	Partner-in-charge/Design	17	LA-WV	F/O	AP	1
Jim Nagy	Civil Engineer	10	PE.-WV	F/O		1
Shawn Gray	Site Design/Land Planning	12	Arch-WV	O		1
Jason Harper	Partner / Mechanical Eng.	10	PE.-WV	F/O		4
Mark King	Electrical Engineer	8	PE.-WV	F/O		4
Jill Watkins	Interior Designer	5	NCIDQ	F/O	AP BDC	2

See Organization Chart in Tab C for more information regarding division of personnel among team member firms. Resumes for these key persons can be found in Tab D.

Legend (CA Experience)

- F Field CA Experience
- O Office CA Experience

Legend (LEED Status)

- AP Accredited Professional
- AP BDC Accredited Professional with Building Design and Construction Certification

Legend (BIM Experience)

- 1 Not Applicable to Position
- 2 Some Usage
- 3 Moderate Usage (Proficient)
- 4 Significant Usage (Expert)

Ted A. Shriver

AIA / LEED AP BD+C / REFP
Architect / Principal

Ted Shriver is a registered architect and President of Williamson Shriver Architects. In addition to his role as firm business manager, he is additionally responsible for the office-wide coordination and production of contract documents. He brings to the firm 35 plus years of architectural experience, and his primary responsibilities include assurance that appropriate production and support resources are applied to each project.

Office management, marketing and construction administration on smaller scope projects add to his daily responsibilities. He also oversees the firm's computer system, including evaluation and installation of new technology.

He has extended this computer expertise to an understanding of the utilization and implementation of technology in school facilities and attends the Council of Educational Facility Planners' Technology Conferences. Since 2005, Mr. Shriver has focused on establishing guidelines for our designs on implementing safe schools and monitoring systems.

Mr. Shriver is active in the Association for Learning Environments (A4LE) especially in the Southeast Region. In 2003, he was one of the founding members of the West Virginia Chapter and served as their President from 2004-2007. He has also served as the Southeast Director since 2002.



Education:

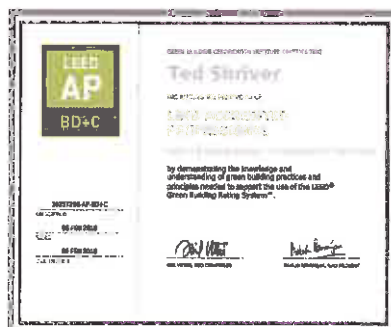
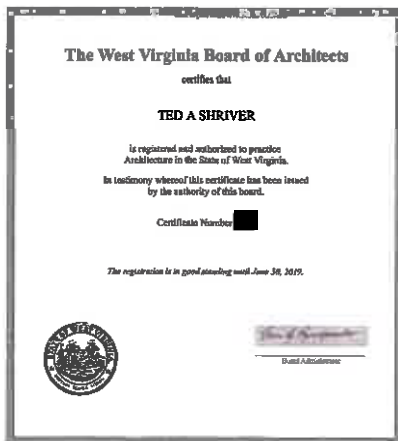
Fairmont State College, 1979
A.S. Architectural Technology
South Charleston High School 1977

Registration:

Architect, WV [redacted]
Architect OH [redacted]
Architect MD [redacted]
Green Building Certification Institute
LEED Accredited Professional
(AP BD +C)

Affiliations:

West Virginia State Fire Commission
2009-Present
Code / Regulatory Committee, Chair
2009-Present
American Institute of Architects
WV Chapter
Executive Committee 2008-2013
Treasurer 2008-2013
Association for Learning Environments
Southeast Region
Alternate Director 2002-2003
Region Director 2003-Present
Recognized Educational Facility
Professional Certification (REFP)
Contractors Association of WV
Kanawha Valley Builders Association
International Code Council
National Fire Protection Association
South Charleston Board of Health
United States Green Building Council
Building Codes Plan Examiner
2015 - Present



Donald W. Beyer

PE. / AIA Professional Affiliate
Professional Engineer



With over twenty eight years of tenure at Williamson Shriver Architects, Mr. Beyer is responsible for the coordination of structural design for all of the firm's projects, and personally designs the structural systems for most projects. He coordinates and integrates his design work with our in-house architectural designs as well as with mechanical and electrical engineering design performed by our consultants. He is also responsible for the production of details and specifications for a project's structural systems and materials.

the project while maintaining the aesthetics of the architect's design. His availability for immediate consultation is an asset to the design team. Mr. Beyer draws from his years of experience as a structural steel detailer, a structural draftsman, and engineering technician within the Charleston area.

In addition to his structural responsibilities, Mr. Beyer also serves as production coordinator for all project disciplines, ensuring that appropriate staff is in place to assure on-time completion of design work.

Mr. Beyer's close involvement with the project architect provides for the smooth integration of the structural system into

Mr. Beyer is an avid whitewater paddler, and currently sits on the WV Whitewater Commission, appointed by Governor Wise in 2005

Education:

- WV Institute of Technology 1997
B. S. Civil Engineering
- WV Institute of Technology 1978
A. S. Drafting & Design Eng. Tech.

Registration:

- Professional Engineer, WV [REDACTED]
- Professional Engineer, PA [REDACTED]
- Professional Engineer, OH [REDACTED]

Previous Employment:

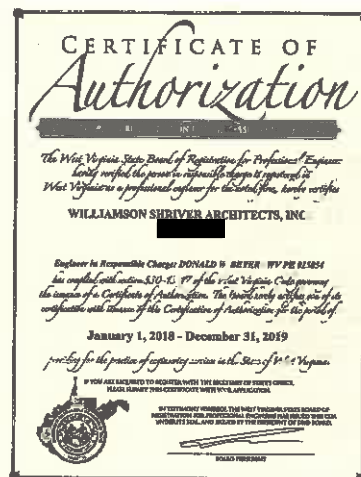
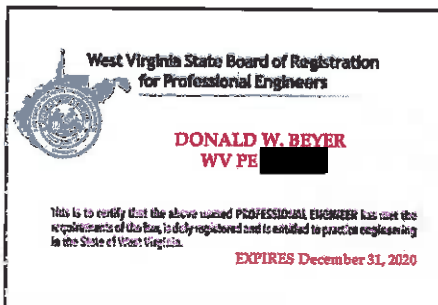
- Keiley, Gidley, Blair and Wolfe Engineers
1986 - 1990
- W. C. Haworth, Structural Engineers
1984 - 1986
- Union Carbide Corporation
1979 - 1983
- West Virginia Steel Corporation
1978 - 1979

Affiliations:

- American Institute of Architects
- American Institute of Architects WV Chapter
Professional Affiliate Member

Certifications:

- American Canoe Association
- Swiftwater Rescue Instructor



Gregory I. Martin

AIA/NCARB
Project Architect

Greg Martin received his Masters of Architecture Degree from Virginia Polytechnic Institute and State University in 2008 after graduating from Fairmont State University in 2005. In the fall of 2008, he joined Williamson Shriver Architects as a project manager overseeing small renovation and additions projects. As his experience grew, his responsibilities with the firm increased. In 2013, he officially began the pursuit of architectural licensure and in early 2016 he successfully concluded his Architectural Registration Examination and became licensed to practice architecture in WV.

As Project Architect, he specializes in building design and production / coordination of construction documents for projects of all types and sizes.

Mr Martin's project portfolio with Williamson Shriver Architects includes Poca Elementary/Middle School, Leading Creek Elementary School, the Ronald McDonald House in Charleston, Little Creek Golf Course Clubhouse, the LEED candidate Gilmer County Elementary School in Glenville and Charleston Fire Station No. 3 which reopened to active duty August of 2018.

In addition to his professional career, Mr. Martin is an accomplished craftsman in wood, concrete and other media.



Education:

Virginia Polytechnic Inst. & State Univ.
Master of Architecture - 2008
Fairmont State University
B. S. - Architectural Eng Tech - 2005

Registration:

Architect, WV [REDACTED]
NCARB Certified [REDACTED]

Previous Employment:

Marks-Thomas Architects
2008
Thomas Koontz Architect, P.C.
2006 (Summer Intern)
WYK Associates, Inc.
2003-2005

Affiliations:

American Institute of Architects
AIA Member
American Institute of Architects WV
Chapter
Professional Advisory Committee for
Fairmont State University Architecture
Program
2019-Present



Dana W. Scarberry

AIA Associate
Project Manager

A longtime employee of Williamson Shriver Architects, Mr. Scarberry has spent his adult lifetime in working in the architecture and building design industry, joining Williamson Shriver Architects in 1990. In this time, he has amassed considerable and invaluable knowledge and experience regarding building design, systems, and detailing. He serves as our senior Project Manager, advancing the design prepared by the partners into a complete and coordinated set of constructable documents. As part of this process, he brings his extensive knowledge of building

codes and standards, coordination of consultants providing site, electrical and mechanical systems design, and preparation of building system specifications.

Mr. Scarberry also has considerable experience in roofing design. Over the course of his career he has designed millions of square feet of roofing and roofing replacement. He also serves as Williamson Shriver's in-house coordinator of door hardware and kitchen equipment design.



Previous Employment:

Hoblitzell, Daley & McIntyre Architects
1978 - 1990

Walt S. Donat -- Architect
1975 -- 1978

Affiliations:

American Institute of Architects
AIA-WV Chapter - Associated Member

Experienced in:

Document Assembly and Production
Door Hardware Design
Kitchen Equipment Layout and Design
Roofing Systems Technology & Design

Steven W. Gibson

AIA Associate

Construction Contract Administrator

Steve Gibson is responsible for contract document administration and field observation during the construction phase of a project. His duties include shop drawing review, attending construction conferences, compiling construction observation reports, and serving as liaison between owner and contractor.

Prior to joining the staff in 1985, Mr. Gibson's experience was primarily in the engineering fields.

He has participated in the design, project management and construction of numerous industrial, commercial, public housing and public works facilities since 1970.

Mr. Gibson has also worked for a large local construction firm as an estimator. This employment allows him to bring a unique knowledge and understanding of the contractors' perspective toward construction projects to the firm.



Education:

West Virginia State College, 1971
B.S. Industrial Technology

Affiliations:

American Institute of Architects
AIA-WV Chapter - Associate Member

Previous Employment:

Carlton Construction Company
1984 - 1985
Randolph Engineering
1977- 1984
Swindell-Dressler Engineering
1974 - 1977
JH Milam Engineering
1969 - 1974

Amanda Hayslett

Administrative Assistant

Amanda will serve as an administrative assistant for Williamson Shriver Architects. Having worked as a administrative assistant for accountants, engineers and construction companies over the past twenty-five years, she will apply that experience and knowledge to the team. Her project based responsibilities include, but are not limited to, development of contracts / agreements, project manual assembly, specifications, assistance with the bidding process, processing of bonds and insurance, construction cost monitoring, construction phase submittals, applications for payment processing and project closeout documentation.

As construction phase submittals manager, she maintains the electronic submittals log, assuring that action by staff and consultants is taken as expeditiously as possible.

In addition to these project based responsibilities, she also plays an essential primary role in preparation of educational planning documents such as annual updates and ten-year plans for numerous county school systems.



Education:

West Virginia State University, 1986

A.S. Computer Programming

Previous Employment:

Kanawha Stone Company

2018 - 2019

Green Meadow of WV, Inc.

1999- 2018

Ghosh Engineering, Inc.

1996 - 1999

Herman & Cormany, CPA's

1986 - 1993



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 project 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 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 assist the project architect and design team with valuable mechanical, electrical, and plumbing information early in the project to ensure the it is adequately designed to handle the client's needs.



Registration/Professional Affiliations

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

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

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 project 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 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 the 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

PRINCIPALS/KEY PERSONNEL

Greg Fox, ASLA, LEED AP

Vice President of Land Development

Greg Fox oversees TERRADON's Land Development Sector. Fox has been responsible for hundreds of notable commercial, educational and recreational site development projects during his 25+-year career. During his time as Land Development Department Head, TERRADON has earned Engineering Excellence Awards from the West Virginia Association of Consulting Engineers, numerous Merit Awards from the American Society of Landscape Architects, and the Gold Award from the American Council of Engineering Companies.



Relevant Project Experience

- **The Bechtel Summit National Scouting Reserve**
Provide Site Design for the 10,600+ acre site in Fayette County, WV. Responsible for site grading, construction drawings, NPDES design and coordination for all project subconsultants for NPDES permitting with WVDEP.
- **Greater Greenbrier Sports Complex**
Provided Master Planning and Grading Design Services for the Greater Greenbrier Sports Complex located north of Lewisburg, WV. Five phases include: Master Planning, Grading Study, Full Construction Documents, Utility Layout, Road Design, Erosion and Sediment Control.
- **Advanced Technology Centers**
Provided site grading, erosion and sediment control and utility design for two West Virginia Higher Education Policy commission Advanced Technology Centers located in Fairmont, WV and South Charleston, WV.
- **K-12 Educational Facilities**
Responsible for Master Planning, Site Layout and Design, Schematic Renderings, Parcel Identification, Feasibility and Cost Analysis, and construction drawings for hundreds of k-12 educational facilities throughout West Virginia. Projects include new construction as well as renovations and additions.
- **Fairmont State University**
Responsible for Master Planning and Design of inner campus, including design of seating fountain, drainage features and landscaping.
- **Marshall University**
Responsible for Site Design, Utility Design, Grading and Drainage for Applied Sciences Building, Student Housing, Wellness Center and Parking Garage. Provided ADA compliancy on campus buildings and site design for existing soccer field.
- **Greenbrier Valley Medical Center**
Responsible for master planning through site/civil construction documents for the Greenbrier Valley Medical Center in Lewisburg, WV.
- **Tazewell Community Hospital**
Responsible for master planning through site/civil construction documents for the East Addition of the Tazewell Community Hospital in Tazewell, Virginia.
- **Thomas Memorial Hospital**
Responsible for site/civil construction documents for Thomas Memorial Hospital in South Charleston, WV.

Education

B.S. Landscape Architecture
West Virginia University

B.A. Geography & Planning
West Virginia University

Work Experience

2000-Present
TERRADON Corporation

1996-2000
Martin Boal Anthony &
Johnson Architects

1993-1996
Site Design

1989-1993
EG&G Inc

1988-1989
PSC Engineers

Shawn Gray, ASLA

Site Designer and Land Planner

Shawn Gray is an experienced Site Designer and Land Planner who serves as an integral part of the TERRADON design team. He offers experience on many of TERRADON's highest profile projects, focusing on large scale site development and parks and recreation projects. Gray also provides site design and landscape architecture services for K-12 and Higher Education projects. He is responsible for developing site, grading, landscape and utility plans, site detailing and erosion sediment control plans and permitting.

Relevant Project Experience

- **Greater Greenbrier Sports Complex Master Plan**
Currently providing 5-Phased, Master Planning and Grading Design Services for the Greater Greenbrier Sports Complex located north of Lewisburg, WV.
- **Valley Park Master Planning & Expansion**
Served as a Site Designer for the expanding Valley Park in Hurricane, WV. The project included planning for athletic fields, multiple parking lots, access roads and greenspace, but also incorporated a walking trail that ties into existing park trails. The plan was produced in coordination with the WV DOT to determine roadway/walkway ingress/egress and designed in accordance with local, state and federal regulations.
- **Volcano Island Master Planning**
Provided land planning and design engineering, utility location and mapping services for the properties. The master planning provided vision for Volcano Island Water Park, allowing the City of Fairmont efficient and value-based use of the former environmentally concerned site.
- **Scott-Teays, Sheetz**
Provided site design services for Sheetz Service Centers at Scott Depot and Green Acres, WV. The projects consisted of site layout and design, utility design, hardscapes and landscape architecture.
- **Pioneer Federal Credit Union**
Provided site design services for Pioneer Federal Credit Union in Hurricane, WV.
- **The Bechtel Summit National Scouting Reserve**
Provided Initial Site Selection/Conceptual modeling designs, site planning/grading and Erosion and Sediment Control services for the 12,000+ acre site in Fayette County, WV.
- **Palatine Park Master Planning**
Provided master Planning Services for the City of Fairmont for the redevelopment of Palatine Park on the east side of the Monongahela River adjacent to downtown Fairmont, WV. The Master Plan featured new parking areas, walking trails, a vista overlook, a picnic gazebo and retail space.
- **Westmoreland Trail System Master Planning**
Provided site design services for a trail connector designed on the top of an earthen flood levy to move through urban areas.
- **Harveytown Park & Connector Master Planning**
Provided 3-Phase Master Planning for a heavily used section of trail.
- **Southridge Center Master Site Planning**
Provided master planning and site civil engineering for several areas of Southridge Center in South Charleston, WV.



Education

B.S. Landscape Architecture
West Virginia University

Work Experience

TERRADON Corporation
2005-Present

Organizations

American Society of
Landscape Architects

Jim Nagy, PE Senior Engineer

As a Senior Engineer at TERRADON, Jim Nagy's primary focus is on designing civil engineering projects for public and private development projects throughout West Virginia. Nagy specializes in the design of water distribution systems as well as sewage collection systems. Nagy offers decades of hands-on experience and has previously provided design engineering services for schools, commercial developments, residential developments, public utilities and more. He earned a B.S. in Civil Engineering from West Virginia University and is a Professional Engineer in the State of West Virginia.

Relevant Project Experience

- **SPCC Planning** - updated SPCCs for All Crane & Equipment Rental and Spirit Services, Inc.
- **School Projects** - Responsible for layout, design, and permitting of water and sewer lines for numerous school projects in WV. Projects entailed coordination with PSDs, municipal water and sewer departments, State and Federal regulatory agencies for design of facilities. Schools include: Blue Ridge Community and Technical College, Blue Ridge K-12, Burnsville Elementary, Flatwoods Elementary, Davis Elementary, Sutton Elementary, Little Birch Elementary, Frametown Elementary, Buffalo High School, Clay-Battelle High School, Confidence Elementary, Jefferson Elementary, East Hardy High School, Eastwood Elementary, Flinn Elementary, Geary Elementary, Gilbert High School, Greenbrier West high School, Hampshire High School, Harpers Ferry High School and 19 additional schools.
- **Commercial Developments** - Responsible for layout, design, and permitting of water and sewer lines for numerous commercial developments in WV. Projects entailed coordination with PSDs, municipal water and sewer departments, State and Federal regulatory agencies for design of facilities. Developments include: Fairmont Federal Credit Union, Allegheny Energy Union (Fairmont), First Ward (Clendenin) Apartments, Milton Crossing, Tri-State Hotel and multiple convenience store sites throughout WV.
- **Charleston Replacement Housing** - Utility design, primarily water, sewer and stormwater, and coordination of overall site activities with the project developer for multi-unit housing development. Each phase entailed the design and layout of several hundred feet of water, sewer and stormwater line, including multiple connections with the utility providers, i.e., the Charleston Sanitary Board and West Virginia American Water, and applicable permit applications. Also responsible for construction monitoring and provision of as-built drawings as required by the respective utility providers.
- **Cathcart – Devonshire Development, Scott Depot, WV** - Designed sanitary sewer and water distribution system to serve more than 900 housing units in this private development.
- **Washington Woods Subdivision, Ravenswood, WV** - Designed more than 9,000 feet of water and sewer line and a 500 gpm fire pump water booster station to serve a 150 lot subdivision.
- **Sawmill Village, Snowshoe, WV** - Designed approximately 2,800 feet of 8" water line and sanitary facilities to serve the Sawmill Village development project in Snowshoe, WV.



Education

B.S. Civil Engineering
West Virginia University

Work Experience

TERRADON Corporation
2007-Present

WV American Water
1991-2007

AWW SC
1984-1991

WV DNR
1982-1984

VTN, Inc. Consulting
Engineers
1978-1982

J.H. Milam Consulting
Engineers
1977-1978

WV DNR
1976-1977

WV Department of
Highways
1975-1976

Registration

Professional Engineer: WV

Resume



Jill M. Watkiss, Owner

Education

Bachelor of Science in interior Design May 1993
 The University of Tennessee, Knoxville CiDA Accredited

Certifications / Accreditations

National Council for Interior Design Qualification (NCIDQ #14182) Oct 1997
 LEED Accredited Professional BD+C Apr 2003

Community Involvement / Memberships

U.S. Green Building Council West Virginia Chair
 Former Adjunct Professor BridgeValley Community & Technical College
 Leadership Kanawha Valley 2015 Graduate
 Charleston Area Alliance GROW Program 2015 Graduate
 Appalachian Mountain Club Backpacking Leader-in-Training

Experience

Watkins Design Works, LLC Jan 2014 – Present
 Owner Charleston, WV
 Jill started her own interior design and green building consulting business in 2014. As an NCIDQ-certified interior designer with over 25 years of experience, and now as an entrepreneur, Jill brings both knowledge of and passion for interior design, green building and sustainability to all her clients.

ZMM Architects and Engineers May 2008 – Dec 2013
 Interior Designer/Sustainability Coordinator Charleston, WV
 In this dual role, Jill worked alongside project architects in developing comprehensive finish and furniture designs, as well as with all project team members on the firm's LEED projects, including the JITEC facility at Camp Dawson (LEED Gold Certified) and the Wood County Justice Center (LEED Certified). She selected colors for many of the firm's school projects, and was integrally involved with their military and higher education clients.

Cubellis Dec 2005 – May 2008
 Senior Interior Designer Boston, MA
 Jill was responsible for design of the firm's Boston headquarters, which received LEED-CI Gold Certification in August of 2009. She was also a key team member in the design of Gillette's renovated global headquarters and subsequent tenant redistribution in their former lease space.



- Wolf Maison Limited Feb 2004 – Aug 2005
Interior Designer.....Cleveland, OH
As interior designer for this architectural start-up, Jill expanded her experience into dental office design and high-end residential projects, along with additional corporate work. She also provided LEED assistance to Cleveland State University in the form of drawing and specification reviews and recommendations for the new Recreation Center; the building is LEED Silver Certified.
- Doty & Miller Architects May 2003 – Feb 2004
Interior Designer.....Cleveland, OH
For one of Cleveland’s greenest architectural firms, Jill provided sustainable interior design for a variety of project types, including healthcare, public and nonprofit organizations.
- AECOM (formerly URS Corporation) Nov 1999 – Feb 2003
Senior Interior Designer..... Cleveland, OH
Jill participated among teams of interior designers, architects and engineers to work on secondary schools, higher education, and public projects. She served an integral role on the design team for the Nathaniel R. Jones Federal Building and U.S. Courthouse in Youngstown, Ohio. This was the first courthouse in the U.S. and the first building in Ohio to become LEED Certified.
- KA, Inc. Architecture Apr 1998 – Nov 1999
Interior Designer.....Cleveland, OH
Jill went to KA after their purchase of Triad Design in 1998. As part of the Corporate Studio, she gained experience in the design of corporate headquarters, but also assisted architects with malls and big-box retail store design and documentation.
- Triad Design Interiors.....Aug 1996 – Apr 1998
Interior Designer.....Cleveland, OH
As a designer with this small interior design firm, Jill was involved in many different project types, including corporate offices, restaurants, and private suites for the new Cleveland Browns football stadium.
- Koster & Associates Architects Mar 1995 – Aug 1996
Interior Designer.....Cleveland, OH
Koster & Associates specialized in library design throughout the Midwest. Jill was responsible for interior finishes, furniture design and custom millwork design and documentation.
- Capitol Business InteriorsMay 1993 – Feb 1995
Interior Designer.....Charleston, WV
After working at CBI in the summer months while in college, Jill worked as a full-time designer supporting the salespeople in the firm’s many public and private projects, including Union Carbide’s Building 6000 and the initial renovation of One Station Place.

Tab E

Previous Experience



WilliamsonShriver**Architects**

Business and Commercial Design



Teays River Station Hurricane, WV

Owner:
Teays River Station LLC
Brian Prim
Managing Partner
Prim Law Firm, PLLC
(304) 201-2425

Services provided in-house:
Architectural design
Structural design
Interior design

Services provided by consultants:
MEP Design - Harper Engineering

Year completed: 2015

Other data:
Size: 6,500 SF
Cost: Withheld by Owner



The design concept for this multi-building development was to draw design features from the farmhouse vernacular and traditions of the historically agrarian Teays Valley, West Virginia community in which it resides.

Exterior features include a partial stone veneer and a striking complementary green wood veneer. These are set off by the traditional grey-silver metal roofing often found on farm buildings.

This initial building is a two

story office structure housing the development owner's law firm on the second floor with a tenant cardiac medical office on the ground level. Building two of this development is currently in design, and will feature a similarly detailed but larger office building placed perpendicularly on the site.

Williamson Shriver Architects was assisted by team members Triad Engineering (site / civil), Harper Engineering (MEP) and Laura Davis Interiors on this project.

Civic Design



South Charleston Fire Station No. 1

Owner:
City Council of the
City of South Charleston
The Honorable Frank Mullens,
Mayor
(304) 744-5300

Services provided in-house:
Architectural design
Structural design
Interior design

Services provided by consultants:
Site/Civil Design - Terradon Corp.
MEP Design - Harper Engineering

Construction commence: 2015
Year completed: 2016

Other data:
Size: 10,119 SF
Construction Cost: \$2.8 Million
Cost/SF: \$276.70 / SF

Description of Project:

This project is a replacement fire station facility for the City of South Charleston. For this station, the city requested a design in keeping with the high-tech chemical manufacturing facilities located nearby.

The design of this building includes three drive-thru apparatus bays, plus storage and maintenance spaces for fire fighting operations. This area also includes a multi-story training space for learning vertical movement and

rescue.

The living quarters includes six sleeping berths, toilet / showers for male and female firefighters, shift commander's quarters and office, captain's quarters and office, and spaces for kitchen, dining, living, meeting/computer room, and laundry.

The building exterior features a sweeping curved metal roof, tri-color brick, and both smooth and corrugated metal wall panels.





Floor Plan Legend

- | | | | |
|---|----------------------|----|----------------|
| 1 | Lobby | 10 | Bedroom |
| 2 | Living Room | 11 | Locker |
| 3 | Kitchen | 12 | Wash Station |
| 4 | Storage | 13 | Fireproof Room |
| 5 | Meeting Room | 14 | Locker Room |
| 6 | Comedy | 15 | Apparatus Bay |
| 7 | Restroom | 16 | Office |
| 8 | Staff Administration | 17 | Garage |
| 9 | Captain's Quarters | 18 | Mechanical |

Floor Plan
South Charleston
Fire Station No. 1

Below: The living quarters includes a full service kitchen with storage and refrigerators for three separate shifts. The space also includes eight sleeping berths for full time firefighters.



Below: The apparatus bay provides sufficient space for numerous vehicles, includes six horizontally retracting doors and clerestory daylighting at both the north and south ends



Civic Design



City of Charleston Fire Station No. 3

Owner:
City of Charleston
David Molgaard, City Manager
(304) 348-8014

Services provided in-house:
Architectural design
Structural design
Interior design

Services provided by consultants:
Site/Civil Design - Terradon Corp.
MEP Design - Harper Engineering

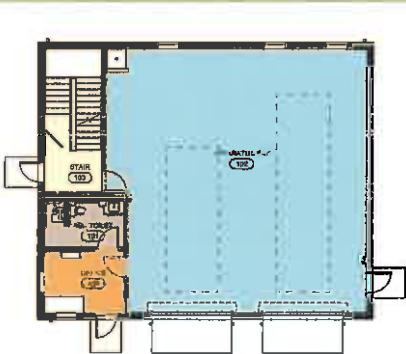
Construction commence: 2017
Year completed: 2018

Other data:
Size: 6,384 SF
Construction Cost: \$1.097 Mil.
Cost/SF: \$171.84 / SF

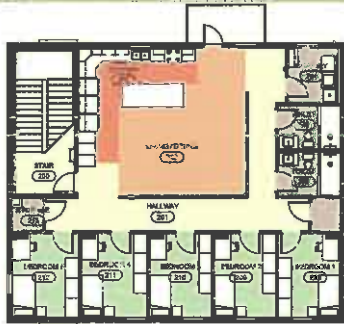
Description of Project:
This project is a new fire station facility for the City of Charleston to replace a 1928 structure that the city demolished in 2016.

The existing site is located in a mixed residential and commercial area located near Route 119. Using the existing limited site, the design required the building to be multiple levels to facilitate the needs of the station. The main floor includes a general office

with an ADA toilet and shower along with a two stall apparatus bay to house the new fire truck and an EMS vehicle. The second floor provides five separate sleeping quarters for the crew, two individual toilet / showers, laundry, and a full size kitchen and living room to accommodate three shifts. The steeply sloping site allowed the city to build a lower level to be used a general storage and workout space for the fire fighters.



First Floor



Second Floor



South Charleston Fire Station No. 2

Owner:
City Council of the
City of South Charleston
The Honorable Frank Mullens,
Mayor
Carlton D. Lee, Former City Mgr.
(304) 744-5300

Services provided in-house:
Architectural design
Structural design

Services provided by consultants:
Site/Civil Design - Terradon Corp.

Construction commence: 2007
Year completed: 2008

Other data:
Size: 5,760 SF
Construction Cost: By Owner



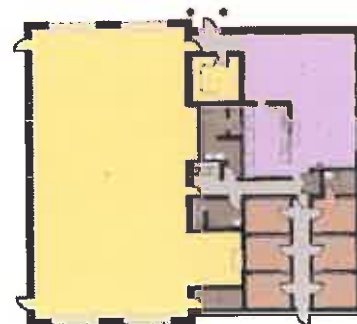
Description of Project:
Located in the Spring Hill section of the city, this project is a replacement fire station facility for the City of South Charleston. This building replaced an aging 1960's vintage station. The site for this station is shared with a community park.

The design of this building includes two drive-thru apparatus bays, plus storage and maintenance spaces for fire fighting operations.

The living quarters includes six sleeping berths with unisex toilet / showers, as well as spaces for kitchen, dining, living, and laundry.

The building exterior is constructed of relatively inexpensive materials, including split and smooth-face concrete masonry units and standing seam metal roofing.

The building, constructed largely by the city's maintenance employees and their direct sub-contractors, was completed in 2008.



Floor Plan

Civic Design



South Charleston Area Development Corporation

Regional Inter- Governmental Council

Owner:
South Charleston Area Develop-
ment Corporation
Steve Weir, Executive Director

Services provided in-house:
Architectural design
Structural design

Year completed: 1999

Other data:
Size: 7,500 SF
Construction Cost: \$1 million

Description of Project:

This project was a pair of twin buildings sharing the same site located across the street from City Hall in downtown South Charleston, WV. Each building has its own unique identity expressed through separate front entrances

on different city streets.

Each building contains offices, conference rooms, and other administrative support spaces. A private outdoor courtyard meanders between the two buildings.





Little Creek Golf Course Clubhouse

Owner:
City Council of the
City of South Charleston
The Honorable Frank Mullens,
Mayor
Carlton D. Lee, Former City Mgr.
(304) 744-5300

Services provided in-house:
Architectural design
Structural design

Services provided by consultants:
Site/Civil Design - Terradon Corp.
MEP Design - Harper Engineering

Construction commence: 2014
Year completed: 2015
Size: 7,560 SF

The existing clubhouse at Little Creek Golf Course was located in a small basement space in an existing old building with limited parking. The City of South Charleston decided to abandon the existing location, and construct a new facility adjacent to an existing remote parking lot and community swimming pool.

The new building is nestled into the hillside of the golf course overlooking 14th hole. The

south-facing, sloping site allowed a lower level golf cart garage with drive-through access to be easily included into the design.

The main floor features a pro shop and check in counter, a deli counter with indoor and outdoor seating overlooking the course, toilets and locker rooms, two state-of-the-art indoor golf simulators, and administrative offices.



Business and Commercial Design



Beech Ridge Wind Farm Operations & Maintenance Facility Greenbrier County, WV

Owner:
Invenergy, LLC

Services provided in-house:
Architectural design
Structural design
Interior design

Services provided by consultants:
MEP Design - Tower Engineering

Year completed: 2010

Other data:

Size: 6,120 SF
Cost: Withheld by Owner

Description of Project:
This newly constructed project, remotely located in Greenbrier County, consists of administrative offices, training space, control and technology spaces, and a maintenance bay for vehicles and wind turbine components.

The building is constructed of concrete walls using an Insulated Concrete Form (ICF) construction system.

This project was a design-build project delivery approach jointly completed with contractor Agsten Construction of Charleston.

Business and Commercial Design



International Coal Group / Arch Coal Office Building

Scott Depot, WV

Design-Builder:
G&G Builders, Inc.
Mike Davis, Project Manager
(304) 757-9196

Services provided in-house:
Architectural design
Structural design

Year completed: 2007

Other data:

Size: 52,000 SF
Cost: Withheld by Owner

Constructed originally for the International Coal Group's national headquarters, this three story office building was purchased by Arch Coal in 2014. The three story building included spaces for all departments of both companies including executive administration, legal, finance, information technology, and field operations such as mapping and land management.

Due to an extensive collection of paper records, the center structural bay framing members for the building were oversized to support large moving paper file storage systems.

The exterior of the building was designed to utilize large ribbon windows maximizing daylight within the perimeter office spaces. The building design incorporated two brick colors to reduce the building's apparent mass from the adjacent interstate highway and business park in which it resides.

Business and Commercial Design



Massey Energy Office Building

Julian, WV

Design-Builder:
G&G Builders, Inc.
Mike Davis, Project Manager
(304) 757-9196

Services provided in-house:
Architectural design
Structural design

Year completed: 2008

Other data:
Size: 70,000 SF
Cost: \$13.2 million

Constructed originally for the Massey Energy's national headquarters, this three story office building was later occupied by Alpha Natural Resources following it's acquisition of Massey. This four story building included spaces for all departments of both companies including executive administration, legal, finance, information technology, and field operations such as mapping and land management. Additionally the building includes a full commercial kitchen and glass-roofed garden dining space for employees.

In addition to the main headquarters building, the project also included construction of a new helipad and support facilities.

The exterior of the building was designed to utilize large ribbon windows maximizing daylight within the perimeter office spaces. The building design incorporated multiple brick colors in horizontal stripes reflecting underground coal strata.

Business and Commercial Design



Agsten Construction Company Office Building Charleston, WV

Design-Builder:
Agsten Construction, Inc.
Carl Agsten, Owner
(304) 343-5400

Services provided in-house:
Architectural design
Structural design

Year completed: 2006

Other data:
Size: 13,800 SF
Cost: Withheld by Owner



Located on Charleston's growing West Side, this project plays a vital role in the transition of this area from a residential neighborhood into a community of small and mid-sized businesses.

When Agsten Construction decided to vacate their longstanding leased second floor office space, they expressed a strong desire that the design for their new headquarters be expressive of their forward looking attitude, and sense of style held by the architecturally trained head of the construction company.

The site for this project originally contained two small, single story residential structures and a large abandoned commercial garage. The owner expressed interest in incorporating as much of the garage as possible in the new facility, renovating it into a warehouse as well as office space to supplement the new addition. This was accomplished by keeping the existing masonry walls, removing and replacing the existing roof structure, and spanning the new addition over the garage.



Ronald McDonald House

Charleston, WV

Owner:
 Ronald McDonald House Charities
 of Southern West Virginia
 Dewayne Dickens
 Executive Director
 304-346-0279

Services provided by Consultants:
 MEP Design - Harper Engineering

Construction commenced: 2015
 Year completed: 2016

Other data:
 Size: 18,900 SF
 Cost: \$3.5 million



Williamson Shriver Architects was retained in 2010 to provide planning services for a new Ronald McDonald House to be located near CAMC Women's and Childrens Hospital in Charleston, WV. After several years of planning and fund raising, the new facility was completed in 2016.

As Ronald McDonald Houses offer free housing to families of hospitalized children, a primary goal is to offer guests a feeling of emotional comfort and security in a home-like atmosphere. This was accomplished in part through breaking the building into three distinct zones: public spaces, guest suites, and administrative offices. There are 14 guest suites divided amongst two floors and many public areas including a communal kitchen, dining room, food pantry, laundry room, kids play room, a den, great room, and an outdoor patio. These spaces are intended to give each resident the comfort of home while providing opportunities for interaction between guests and

staff. A welcome station is located in the entry lobby and will be staffed 24 hours a day. The main entrance includes a secure vestibule, which allows staff to maintain visual control of the building entry point during all hours.

The design intent of the exterior was to create an inviting and intriguing facade with the use of vibrant colors, tall vertical masses, and large areas of fenestration.

By accomplishing these considerations in the design, the site now has an eye catching building that is unique to the area.





LaQuinta Inn & Suites Renovations

Elkview, WV

Owner:
Plaza Management, LLC

Services provided in-house:
Architectural design
Structural design

Year completed: 2014

Services provided by Owner:
Interior Design - Supreme Hospitality - Atlanta, GA

This project was undertaken as a conversion of an existing Country Inn and Suites property. The owner sought Williamson Shriver Architect's assistance in designing substantial renovations to meet current LaQuinta brand design standards.

Exterior renovations included revisions to the roof form, new EIFS finish system, and renovations to the main entrance canopy. On the interior, renovations centered on a complete updating of the first floor public spaces including the lobby, meeting rooms, and fitness center.



Hospitality



Earl Ray Tomblin Convention Center Lodge Chief Logan State Park Logan, WV

Owner:
WV Division of Natural Resources

Services provided in-house:
Architectural design
Structural design
Interior design

Services provided by consultants:
Site/Civil Design- Terradon Corp.
MEP Design - Clingenpeel/McBrayer
& Associates

Year completed: 2006

Other data:
Square footage: 50,000
Project Cost: \$6 Million

This project was an addition to the existing Convention Center constructed in 2001. This project provided over 50 lodging rooms, fitness and pool area, additional meeting rooms and building services to utilize the existing convention center and Chief Logan State Park grounds.

The design followed the convention center exposed stone and heavy timber design.



Second Floor Plan (Third floor similar)



First Floor Plan





Earl Ray Tomblin Convention Center

Chief Logan State Park
Logan, WV

Owner:
WV Division of Natural Resources

Services provided in-house:
Architectural design
Structural design
Interior design

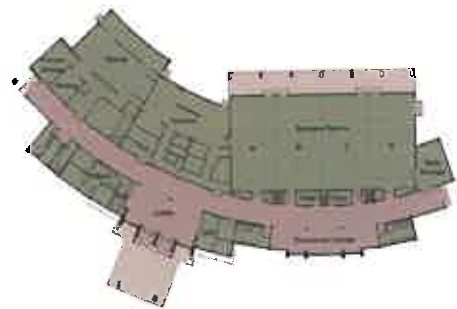
Services provided by consultants:
Site/Civil Design- Terradon Corp.
MEP Design - Clingenpeel/McBrayer
& Associates

Year completed: 2001

Other data:
Square footage: 28,000
Project Cost: \$4.5 Million

This project was provided a new convention center to Chief Logan State Park which consisted of four large conference rooms, a state park dining room with full service kitchen, and administrative offices and building support areas.

The design incorporated exposed stone, exposed heavy timber framing, and ample windows to provide natural lighting and view of the surrounding state park grounds.



First Floor Plan



Recent Projects

Allied Health Facility at New River Community & Technical College

Client: Higher Education Policy Commission	
Project: Furniture and Window Treatments	Size: 13,000 SF
Location: 280 University Drive, Beaver, WV 25813	Cost: \$75,000

Furniture specifications for the Allied Health Facility included typical classroom furniture, computer labs, offices, conference room, and tiered lecture hall with fixed tables and swivel chairs. Commercial roller shades were specified and bid for the entire new facility.

Jefferson County Circuit Courtroom

Client: ZMM Architects and Engineers	
Project: Renovations to St. Margaret's Judicial Annex, Third Floor	Size: 7,000 SF
Location: 119 North George Street, Charles Town, WV 25414	Cost: \$450,000

With West Virginia's 23rd Judicial Circuit adding one Circuit Judge, the Jefferson County Commission undertook a project to renovate one of their Magistrate Courtrooms into a Circuit Courtroom, as well as add Judge's Chambers, a jury room, offices, and other spaces associated with a Circuit Court. The project consisted of both new and existing millwork, and new and existing furniture. New furniture was purchased by the county from a preferred vendor.

West Virginia Department of Commerce

Client: ZMM Architects and Engineers	
Project: Furniture Design and Coordination	Size: 4,000 SF
Location: Capitol Complex, Building 6, Room 525, Charleston, WV 25305	Cost: \$105,000

During this project, offices for the Cabinet Secretary and his staff were located on one-quarter of the 5th floor in State Office Building 6. A primary goal of the renovation was to create a modern, professional first impression for visitors who are interested in starting or expanding a business in West Virginia. Private offices were created using systems furniture, lots of glass to let in natural light, and wood-grain walls and desks. A large conference room and plenty of meeting space and storage space within each office were key features. Furniture was procured from the Statewide Contract.

N3

Client: N3	
Project: Tenant Fit-Out	Size: 15,860 SF
Location: 2001 Union Carbide Drive, Suite 1500, South Charleston, WV 25303	Budget: \$1,420,000

N3 is an Atlanta-based private company opening up an office at the West Virginia Regional Technology Park in South Charleston. Their new tenant space includes mostly systems furniture in an open plan environment, with some private offices and smaller meeting rooms throughout the space. There is also a large staff lunch room and executive suite. Branding is an important component of N3's culture, so their logo and corporate colors are prominent in the design. Furniture was procured through a private bidding process. The project is currently under construction and is scheduled for completion in February 2018. The firm already has plans for expansion, and will undergo a Phase 2 project upon completion of the current build-out.

West Virginia Army National Guard

Client: Williamson Shriver Architects
Project: Clarksburg Armory / Weston Armory Interior Renovations Size: 37,200 SF
Locations: 5 Armory Road, Clarksburg, WV / 40 Armory Road, Weston, WV Cost: \$700,000

The armories in Clarksburg and Weston received finish and ADA upgrades to the shower/locker rooms. Watkins Design Works was responsible for documentation of existing conditions, overall drawing production and finish selections.

Oakwood Terrace Apartments

Client: Kanawha Valley Homes
Architect: Williamson Shriver Architects
Project: Kitchen and Bath Renovations Size: 63,000 SF
Location: 872 Westminster Way, Charleston, WV 25314 Cost: \$612,000

Thirty-six apartments were part of a Phase 1 renovation of kitchens and bathrooms in these low-income, HUD-financed multi-family units. More durable finishes were specified and installed, vanities replaced wall-mounted sinks in bathrooms, new tubs and shower surrounds were included, as well as better lighting, and new kitchen cabinets. Watkins Design Works and Williamson Shriver Architects are currently working on Phase 2 of this project, which encompasses an additional thirty-six apartments.

Robinson Grand Theater

Client: WYK Associates
Project: Robinson Grand Theater Renovations Size: 45,000 SF
Location: 444 West Pike Street, Clarksburg, WV 26301 Budget: \$15,000,000

Interior renovations for this Art Deco-era theater include the primary theater space and balconies, lobby, concessions, restrooms, offices, ballroom, bar area, green room and other back-of-house functions. The color palette is reminiscent of the early 1940's and complements the existing dark red brick on the exterior.

Professional References

Ken Boggs, Vice President of Operations
N3
2001 Union Carbide Drive, Suite 1500, S. Charleston, WV
202.340.4237, kenneth.boggs@n3results.com

Adam Krason, Principal
ZMM Architects and Engineers
222 Lee Street West, Charleston, WV
304.342.0159, ark@zmm.com

Andy Ceperley, Board President
Kanawha Valley Homes
242 Pine Circle, Dunbar, WV
304.552.1665, arceperley@gmail.com

Richard Donovan, Chief Procurement Officer
Higher Education Policy Commission
1018 Kanawha Blvd. E., Suite 700, Charleston, WV
681.313.2212, rich.donovan@wvhepc.edu

N3, Tenant Fit-Out for the West Virginia Office

Client: N3

Contact: Ken Boggs, Vice President of Operations

2001 Union Carbide Drive, Suite 1500, South Charleston, WV, 25303, 202.340.4237,
kenneth.boggs@n3results.com

Project: Tenant Fit-Out

Size: 15,860 SF

Location: 2001 Union Carbide Drive, Suite 1500, South Charleston, WV 25303

Cost: \$1,420,000

N3, an Atlanta-based private company, recently opened an office at the West Virginia Regional Technology Park in South Charleston. Their new tenant space includes mostly systems furniture in an open plan environment, with some private offices and smaller meeting rooms throughout the space. There is also a large staff lunch room and executive suite. Branding is an important component of N3's culture, so their logo and corporate colors are prominent in the design. The project delivery method was design-build, but furniture was procured through a private bidding process. Watkins Design Works provided programming, space planning, interior design services, and worked closely with BBL Carlton throughout construction. The project was completed in February 2018, Phase 2 was completed at the end of May 2018, and the firm already has plans for additional expansion.



Furniture design is based on typical workstations in N3's corporate headquarters.

N3, Tenant Fit-Out for the West Virginia Office



N3 has a strong brand identity, which is evident in carpet colors, paint colors, and fabrics.



Open kitchenettes become "third spaces": areas where staff can informally interact.

N3, Tenant Fit-Out for the West Virginia Office



A typical private office and meeting room arrangement.



Views throughout the space add interest and daylight.

New River Community and Technical College, Furniture and Window Shades Design

Client: Higher Education Policy Commission

Contact: Richard Donovan, Chief Financial Officer

1018 Kanawha Blvd. East, Suite 700, Charleston, WV, 25301, 681.313.2212, rich.donovan@wvhepc.edu

Project: Furniture for the Allied Health Facility and window shades for the entire building Size: 13,000 SF

Location: New River CTC, 280 University Drive, Beaver, WV 25813

Cost: \$75,000

As construction was nearing completion on the new building for New River Community and Technical College in Beaver, WV, the HEPC turned to Watkins Design Works to assist with furniture plans and specifications. The project did not require bidding of furniture, so coordination with the furniture vendor was simplified and streamlined. A bid package was prepared for window shades for the entire facility.



This tiered classroom required coordination between the furniture manufacturer and the contractor. Additional plywood was added to the stepped areas since the tables are directly attached to the floor, and the legs must also support the attached swivel chairs.

New River Community and Technical College, Furniture and Window Shades Design



Two different computer classrooms are shown above. The lower photo also shows one of the shades; the large windows necessitated a wide fabric that would span the entire width.

New River Community and Technical College, Furniture and Window Shades Design



Staff office areas were also part of the project.

WV Department of Commerce, Office of the Cabinet Secretary

Client: ZMM Architects and Engineers
Contact: Adam Krason, Principal
222 Lee Street West, Charleston, WV, 25302, 304.342.0159, ark@zmm.com

Project: Furniture design for the WV Department of Commerce
Location: Capitol Complex, Building 6, Room 525, Charleston, WV 25305
Size: 4,000 SF
Cost: \$105,000

Offices for the former Cabinet Secretary and his staff were located on one-quarter of the 5th floor in State Office Building 6. A primary goal of the renovation was to create a modern, professional first impression for visitors who are interested in starting or expanding a business in West Virginia. Private offices were created using systems furniture, lots of glass to let in natural light, and wood-grain walls and desks. A large conference room and plenty of meeting space and storage space within each office are key features.



Narrow, dark corridors and a mish-mash of furniture characterized the offices before.



A new welcoming reception area with a view greets visitors after the redesign.

WV Department of Commerce, Office of the Cabinet Secretary



Keeping the existing ceiling intact necessitated that furniture "walls" were kept lower, which also allows for good airflow throughout the space. Interior offices have lots of glass to bring in natural light.



The former Cabinet Secretary's office also includes lower height "walls", and the desk is held away from the return air grilles along the perimeter to allow access.

Tab F

References



WilliamsonShriverArchitects

References

The following are a list of current clients serving as references for Williamson Shriver Architects. Please feel free to contact them at your convenience.

The Honorable Mayor
Frank Mullens
City of South Charleston
South Charleston, WV
(304) 744-5301

Mr. Robert Sutler
Fire Chief
City of Charleston
Charleston, WV
(304) 348-8098

Mr. Virgil White
Fire Chief
City of South Charleston
South Charleston, WV
(304) 744-0079

Chairman Michael Albert
Chairman
Public Service Commission of WV
Charleston, WV
(304) 340-0356

Mr. Dewayne Dickens
Executive Director
Ronald McDonald House
Charities of Southern WV
Charleston, WV
(304) 346-0279

Mr. Charles Wendell
Charleston Development Limited
Fayetteville, WV
(843) 991-0396

Dr. Ronald Duerring
Superintendent
Kanawha County Schools
Charleston, WV
(304) 348-7732

Dr. Frank Devono
Retired Superintendent (June 2018)
Monongalia County Schools
Morgantown, WV
(304) 291-9210

Dr. Eddie Campbell
Superintendent
Monongalia County Schools
Morgantown, WV
(304) 291-9210

Mr. Scott Cochran
Superintendent
Webster County Schools
Webster Springs, WV
(304) 847-5638

Tab G

Terms & Conditions



WilliamsonShriverArchitects

**ADDITIONAL TERMS AND CONDITIONS
(Architectural and Engineering Contracts Only)**

1. PLAN AND DRAWING DISTRIBUTION: All plans and drawings must be completed and available for distribution at least five business days prior to a scheduled pre-bid meeting for the construction or other work related to the plans and drawings.

2. PROJECT ADDENDA REQUIREMENTS: The Architect/Engineer and/or Agency shall be required to abide by the following schedule in issuing construction project addenda. The Architect/Engineer shall prepare any addendum materials for which it is responsible, and a list of all vendors that have obtained drawings and specifications for the project. The Architect/Engineer shall then send a copy of the addendum materials and the list of vendors to the State Agency for which the contract is issued to allow the Agency to make any necessary modifications. The addendum and list shall then be forwarded to the Purchasing Division buyer by the Agency. The Purchasing Division buyer shall send the addendum to all interested vendors and, if necessary, extend the bid opening date. Any addendum should be received by the Purchasing Division at least fourteen (14) days prior to the bid opening date.

3. PRE-BID MEETING RESPONSIBILITIES: The Architect/Engineer shall be available to attend any pre-bid meeting for the construction or other work resulting from the plans, drawings, or specifications prepared by the Architect/Engineer.

4. AIA DOCUMENTS: All construction contracts that will be completed in conjunction with architectural services procured under Chapter 5G of the West Virginia Code will be governed by the attached AIA documents, as amended by the Supplementary Conditions for the State of West Virginia, in addition to the terms and conditions contained herein. The terms and conditions of this document shall prevail over anything contained in the AIA Documents or the Supplementary Conditions.

5. GREEN BUILDINGS MINIMUM ENERGY STANDARDS: In accordance with West Virginia Code § 22-29-4, all new building construction projects of public agencies that have not entered the schematic design phase prior to July 1, 2012, or any building construction project receiving state grant funds and appropriations, including public schools, that have not entered the schematic design phase prior to July 1, 2012, shall be designed and constructed complying with the ICC International Energy Conservation Code, adopted by the State Fire Commission, and the ANSI/ASHRAE/IESNA Standard 90.1-2007: Provided, That if any construction project has a commitment of federal funds to pay for a portion of such project, this provision shall only apply to the extent such standards are consistent with the federal standards.

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.

TED A. SHRIVER, PRESIDENT
 (Name, Title)
TED A. SHRIVER, PRESIDENT
 (Printed Name and Title)
717 BIGLEY AVENUE, CHARLESTON, WV 25302
 (Address)
304-345-1060 304-345-3693
 (Phone Number) / (Fax Number)
TSHRIVER@WSGARCH.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.

WILLIAMSON SHRIVER ARCHITECTS, INC.
 (Company)


PRESIDENT
 (Authorized Signature) (Representative Name, Title)

TED A. SHRIVER, PRESIDENT
 (Printed Name and Title of Authorized Representative)

4/29/2019
 (Date)

304-345-1060 304-345-3693
 (Phone Number) (Fax Number)

Tab H

WV Ethics Commission



WilliamsonShriverArchitects

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: WILLIAMSON SHRIVER ARCHITECTS, INC. Address: 717 BIGLEY AVE
CHARLESTON, WV 25302

Name of Authorized Agent: TED A. SHRIVER Address: SAME

Contract Number: CE01 0310 Contract Description: AE SERVICES
DNR 1900000010

Governmental agency awarding contract: WV 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 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.

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.

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.



Date Signed: 4/29/19

County Verification

of WEST VIRGINIA, County of KANAWHA

TED A. SHRIVER, the authorized agent of the contracting business stated above, being duly sworn, acknowledge that the Disclosure herein is being made under oath and under the penalty of perjury.

I am sworn to and subscribed before me this 29th day of April, 2019.


Notary Public's Signature

Completed by State Agency: _____
Received by State Agency: _____
Submitted to Ethics Commission: _____
Governmental agency submitting Disclosure: _____



Tab I

WV Purchasing Affidavit



Williamson Shriver Architects

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

CONSTRUCTION CONTRACTS: Under W. Va. Code § 5-22-1(l), 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.

FIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of perjury 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, 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: WILLIAMSON STRIVER ARCHITECTS, INC.

Authorized Signature: [Signature] Date: 4/29/19

State of WEST VIRGINIA

County of KANAWHA, to-wit:

I, the undersigned, am, subscribed, and sworn to before me this 29th day of April, 2019.

My Commission expires FEBRUARY 6, 2023.



NOTARY PUBLIC Amanda K Hayslett

Tab J

Addenda Receipt



WilliamsonShriver**Architects**

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CEOI DNR19*10

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

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

Addendum Numbers Received:

(Check the box next to each addendum received)

- | | |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6 |
| <input checked="" 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.

WILLIAMSON SHRIVER ARCHITECTS, INC.
Company


Authorized Signature

4/29/19
Date

This addendum acknowledgement should be submitted with the bid to expedite document processing.
1/2012