

June 25, 2019

Guy Nisbet  
Division of Natural Resources  
Department of Administration, Purchasing Division  
2019 Washington Street East  
Charleston, WV 25303

RECEIVED  
2019 JUN 27 AM 10:15  
WV PURCHASING  
DIVISION

Re: Expression of Interest: Cacapon Resort State Park: Proposed New Campground and Renovation Lake Bathhouse and Golf Course Club House

Dear Mr. Nisbet,

Mills Group is pleased to submit this expression of interest as an offer of our professional services for the proposed new campground and renovations to the lake bathhouse and golf course club house at Cacapon Resort State Park.

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

- Old Inn Cacapon – Cacapon, WV
- Hawks Nest/Twin Falls State Park Lodges – Ansted, WV and Twin Falls, WV
- Hawks Nest CCC Museum – Ansted, WV
- Oglebay Wilson Lodge West Family Wing – Wheeling, WV
- Oglebay Foundation Office – Wheeling, WV
- Blue Sulphur Springs Pavilion – Blue Sulphur Springs, WV
- Fairfield Inn and Suites – Triadelphia, WV
- Courtyard by Marriott – Granville, WV
- Adventure West Virginia Restrooms – Morgantown, WV

These completed projects are the result of effective and clear communication between the team and the client to ensure timeliness and adherence to the project budget. We have a dedicated staff ready to assist

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

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

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with this project who values the design process, the importance of open and frequent communication with our clients, budgetary requirements and project deadlines.

### Proposed Staffing Plan

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

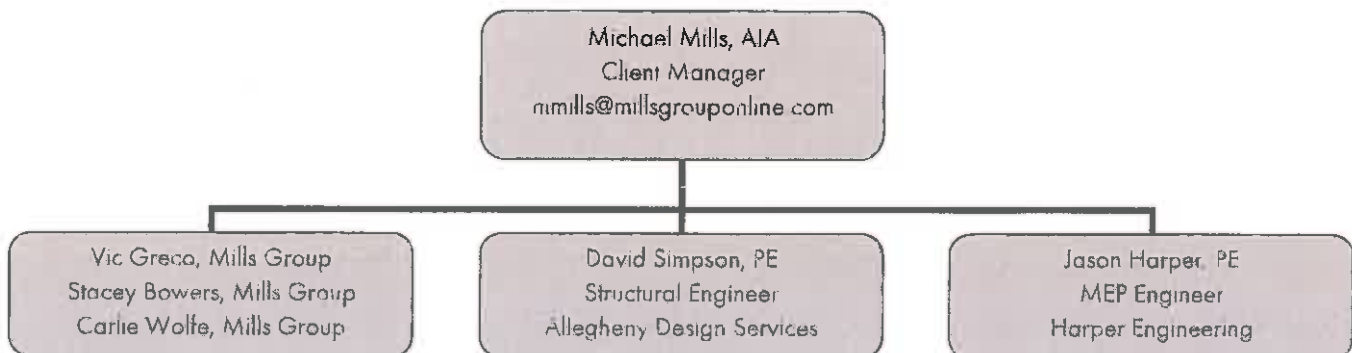
Victor Greco, AIA, NCARB is Mills Group's Principal Architect and head of the Wheeling studio. He will serve as Project Principal. He is a leader in West Virginia's architecture community with 30 years of experience in designing and managing large projects from concept to ribbon cutting.

Stacey Bowers, AIA, NCARB will serve as the Project Architect. Stacey's architectural experience includes extensive code review and several commercial building projects.

Carlie Wolfe, Interior Design Associate will serve as the resource for interior finishes of the Resort. Her design experience includes hotels, educational facilities and commercial buildings.

David Simpson, PE is the President and Structural Engineer at Allegheny Design Services. His 30 years of structural design experience includes hotels, retail facilities, shopping centers and health care facilities.

Jason Harper, PE is the owner of Harper Engineering. Jason has over a decade of experience with HVAC, electrical, plumbing and fire alarm system design.



### Project Team

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

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

engineering.

Harper Engineering specializes in innovative engineering design services to architects, owners and contractors in West Virginia. This firm will be responsible for MEP services including the design of HVAC, electrical and plumbing systems.

## Scope of Work

We understand the project to include the following scope of work:

- Create a plan necessary for the proposed new campground and renovations to the lake bathhouse and golf course club house
  - Review existing plans, conditions and evaluation of the site while effectively communicating with the owner to determine a plan that can be implemented in a manner that will minimize disruption and meet all objectives.
  - Provide all services related to designing facilities that are consistent with the DNR's needs, objectives, and current law and code.
  - Provide construction contact administration services with a competent team comprised of Mills Group, ADS and Harper Engineering

## Methodology

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

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

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

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

- Research the site and its context
- Observe existing conditions

- Analyze then identify issues and opportunities
- Develop alternatives
- Make recommendations and create a solution
- Assemble construction documents
- Provide assistance with bidding and execute construction observation

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

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

We would be honored to aid the Cacapon Resort State Park with the proposed new campground and renovations to the lake bathhouse and golf course club house. Should you have any questions, please feel free to contact me at 304-296-1010 or email me at [mmills@millsgrouponline.com](mailto:mmills@millsgrouponline.com).

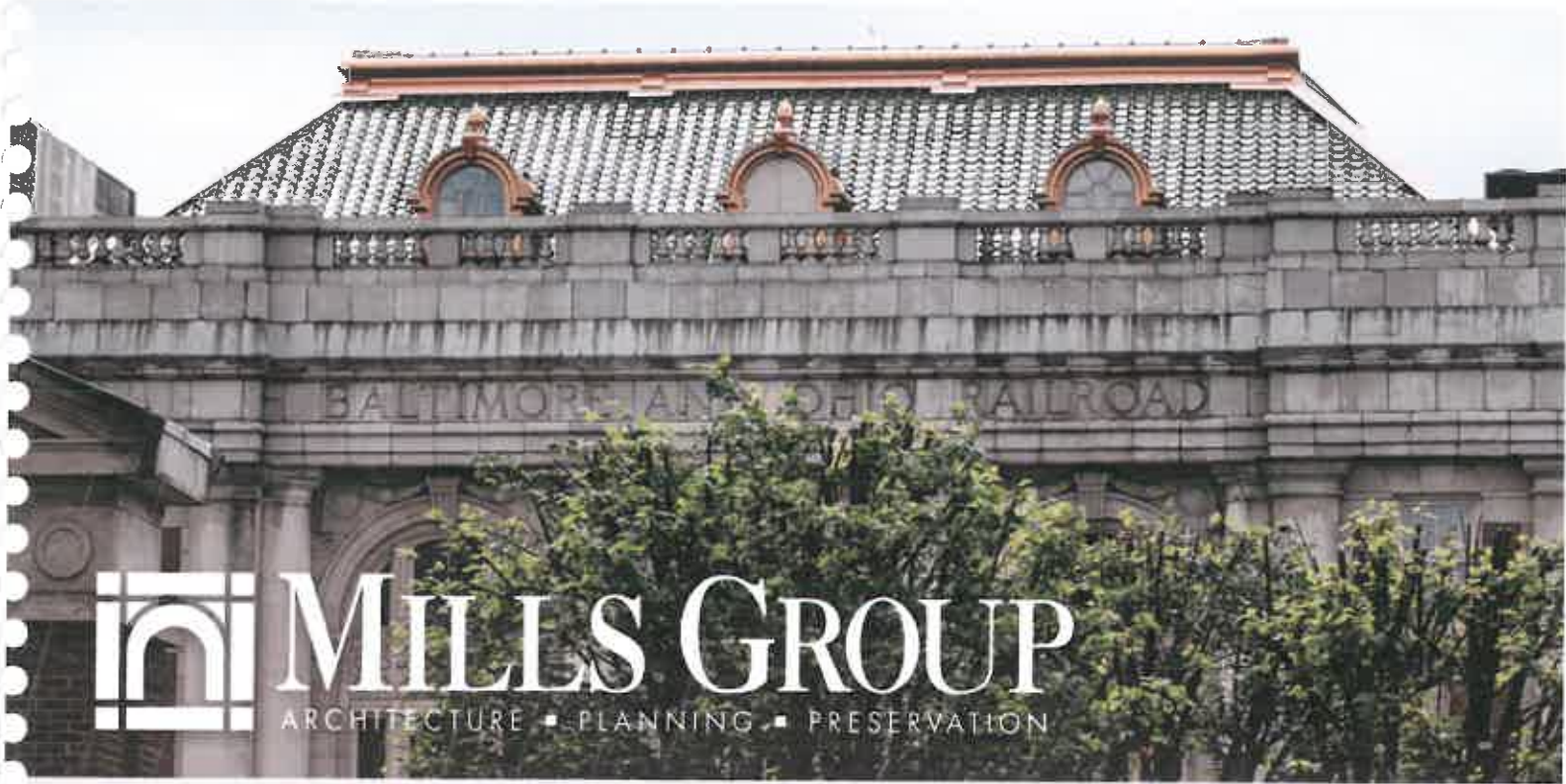
Sincerely,

A handwritten signature in black ink that reads "Michael Mills". The signature is written in a cursive, flowing style.

Michael Mills, AIA  
Managing Principal



# QUALIFICATIONS



# MILLS GROUP

ARCHITECTURE ■ PLANNING ■ PRESERVATION

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

**Architecture**  
COMMERCIAL  
RESIDENTIAL  
PUBLIC

**Planning**  
ENABLE  
EXTEND  
ENHANCE

**Preservation**  
REVITALIZE  
REHABILITATE  
CONSULT

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

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

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



# MILLS GROUP

ARCHITECTURE ■ PLANNING ■ PRESERVATION

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

#### LOCATIONS

##### THE WEISS BUILDING

63 Wharf Street, Suite 300  
Morgantown, WV 26501  
304.296.1010

##### THE KALEY CENTER

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

#### SITE

[millsgrouponline.com](http://millsgrouponline.com)

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

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

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

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



**Allegheny**  
**Design Services**  
*Consulting Engineers*



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

**LOCATION :**

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

**SITE :**

**ALLEGHENYDESIGN.COM**

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

ADS' experience in Design and Project Management includes:

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

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

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





**HE** Harper Engineering, pllc

“A unique combination of young talent and proven experience”

**LOCATION:**  
52 B Street  
St. Albans, WV 25177  
Ph: 304.722.3602  
Fax: 304.722.3603

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

Our goal is to design optimized systems that meet all of our client's performance, energy use, and budgetary needs. The staff at Harper Engineering has a combined 85 years of experience working with clients in a variety of fields including but not limited to K-12 Schools, hospitals, offices, airports, manufacturing, and water treatment plants.

### SERVICES

- HVAC Design** - Heating and cooling load calculations / Ductwork sizing / Hydronic pipe sizing / Equipment selection
- Electrical Design** - Electrical load calculations / Panel and switch gear selection / Lighting / Fire alarm / Site utilities / Emergency generators / Security and communications
- Plumbing Design** - Pipe sizing / Fixtures / Sprinklers / Site Utilities
- Drafting**
- Specifications**
- Project Management**
- Construction Documents**



# RESUMES

## BIOGRAPHY

Mr. Mills leads all facets of the daily operations of the Mills Group. He has 24 years of experience in historical preservation, architectural design, and planning. Through his extensive work with historic structures, he has a detailed working knowledge of the Secretary of the Interior's Standards for Historic Preservation Projects. His work includes interior and exterior preservation, window restoration, foundation waterproofing, roof repair, integration of MEP systems in a historic structure and the design of interpretive exhibits for historic structures. The other aspects of his work include historic design guidelines, contextual design of new structures, and the issues related the revitalization of main streets across the country.

## EXPERIENCE

### **Hawks Nest CCC Museum & Pavilion - Ansted, WV**

Michael oversaw the creation of construction documents for the interior renovation of the Museum and Pavilion. He also oversaw the verification of historical accuracy of particular finishes and assisted in designing the entire site to be ADA accessible.

### **Oglebay Wilson Lodge West Family Wing - Wheeling, WV**

Mills Group led the renovation of the West Family Wing at Oglebay Wilson Lodge. The renovation consisted of new fixtures and finishes for the guestrooms on the first level and a total interior demolition on the second level to create space for two more guestrooms with balconies. An elevator was included in the design to accommodate accessibility.

### **Blue Sulphur Springs - Blue Sulphur Springs, WV**


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

### **Hawks Nest/Twin Falls State Park - Ansted & Twin Falls, WV**

Michael assisted with communication between the project manager and the State Historic Preservation Office, documenting the work of the installed units and compiled data to comply with Federal and state regulations.

### **Old Inn Cacapon Resort State Park - Cacapon, WV**

Mills Group was tasked with assessing the integrity of the structure and developing a plan to stabilize the building and its continual maintenance. The team also developed a masterplan.



**Michael  
Mills**  
AIA, NCARB

**MANAGING  
PRINCIPAL**

#### EDUCATION

BS. ARCH / 1993 / RENSSELAER  
POLYTECHNIC INSTITUTE

#### PROFESSIONAL REGISTRATIONS

WEST VIRGINIA  
VIRGINIA  
OHIO  
PENNSYLVANIA  
MASSACHUSETTES



# Victor Greco

AIA, NCARB

## PRINCIPAL ARCHITECT

### EDUCATION

BS, BARCH / 1981 / UNIVERSITY OF KENTUCKY

### PROFESSIONAL REGISTRATIONS

WEST VIRGINIA  
MARYLAND  
OHIO  
PENNSYLVANIA

## BIOGRAPHY

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

## EXPERIENCE

### Fairfield Inn and Suites - Triadelphia, WV

Victor led the team in the design and construction with the new Fairfield Inn and Suites. The hotel includes several amenities such as an enclosed pool, fitness room, lobby, food services and meeting rooms. The hotel is comprised of four stories and was designed to fit the existing aesthetic of the Highlands Town Center.

### Oglebay Wilson Lodge West Family Wing - Wheeling, WV

Mills Group led the renovation of the West Family Wing at Oglebay Wilson Lodge. The renovation consisted of new fixtures and finishes for the guestrooms on the first level and a total interior demolition on the second level to create space for two more guestrooms with balconies. An elevator was included in the design to accommodate accessibility.

### Homewood Suites - Bridgeport, WV

Mills Group led the design effort in the development of Homewood Suites. The hotel design consisted of 109 suites and targeted some suites for long-term travelers. Amenities include an enclosed pool, fitness area, expanded lobby, outside pergolas and grills.

### The Boury Lofts - Wheeling, WV

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



# Stacey Bowers

AIA, NCARB

## PROJECT ARCHITECT

### EDUCATION

MA / 2009 / UNIVERSITY OF  
ILLINOIS AT CHICAGO

BS. ARCH / 2007 / FAIRMONT  
STATE UNIVERSITY

### PROFESSIONAL REGISTRATIONS

WEST VIRGINIA  
PENNSYLVANIA  
CERTIFIED BUILDING  
CODE OFFICIAL

## BIOGRAPHY

Stacey Bowers works as a project architect for Mills Group. Her background includes commercial and industrial projects, educational facilities, historic properties, residential projects, renovations and additions. Stacey also is a professor of Architecture at Fairmont State University.

Stacey has experience working with a variety of clients including local governments, county commissions, county school systems as well as different funding agencies and the WV State Historic Preservation Office. Stacey is also registered with the WV State Fire Commission as a certified Building Code Plans Examiner where she would perform code reviews for a local municipality.

## EXPERIENCE

### **Actors Guild of Parkersburg** - Parkersburg, WV

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

### **St. Mary's Church** - Petersburg, WV

Documentation of existing conditions assessment for the rehabilitation of the St. Mary's Parish. Completed as-built drawings, building evaluation, and concept plan for expansion of historic church building.

### **Hawks Nest CCC Museum & Pavilion** - Ansted, WV

Stacey created construction documents for the interior renovation of the Museum and Pavilion. Along with creating construction documents, Stacey verified historical accuracy of particular finishes and assisted in designing the entire site to be ADA accessible.

### **Rivertown Hotel** - Hinton, WV

Rivertown Hotel consists of the rehabilitation of this historic hotel consisting of a lobby and event venue on the ground floor and 18 guest rooms on the second and third levels. With Stacey being in project management, she assists the principal and interior designer during design and construction documents phase, code review, scheduling, and coordinating structural

## BIOGRAPHY

Carlie is the Interior Design Associate at Mills Group. Her background includes commercial properties, historic adaptive reuse, residential projects, existing building renovations, and additions. As the lead interior designer, Carlie manages a variety of project elements, including interior space planning, finish and fixture selection, rendering 3-D models, creating concept presentations, and producing construction documents to ensure that each project seamlessly transitions from concept to reality.

## EXPERIENCE

### **Hawks Nest CCC Museum & Pavilion – Ansted, WV**

Carlie assisted the project manager in drafting construction documents for the Museum and Pavilion.

### **Oglebay Foundation Interiors – Wheeling, WV**

Mills Group provided the interior design and furniture selection for the rehabilitated Oglebay Foundation Offices in Wheeling. Separated by a zero-edge sliding glass wall system, the space features private offices, a conference room, and a lounge. An original brick fireplace and mantle anchors the space and provides a glimpse into the history of the building. The new design utilizes rich textures to contrast the ultra-sleek glass wall system, along with a tranquil color palette which pays homage to the character of the historic building and surrounding property.

### **Scholar Hotel – Morgantown, WV**

Carlie led the interior redesign of the Scholar Hotel. The design of the hotel pays homage to the pride of West Virginia University and Morgantown. The finishes included industrial elements such as reclaimed brick and leather furnishings. Amenities included in the new redesign were a full-service bar, business center, extended-stay suite and a fitness center.



**Carlie  
Wolfe**

**INTERIOR  
DESIGN  
ASSOCIATE**

### **EDUCATION**

BS / INTERIOR DESIGN  
/ 2017 / WEST VIRGINIA  
UNIVERSITY



# David R. Simpson

PE, SECB, MBA

PRESIDENT/  
STRUCTURAL  
ENGINEER

## EDUCATION

WEST VIRGINIA INSTITUTE OF  
TECHNOLOGY  
BS / CIVIL ENGINEERING

WEST VIRGINIA UNIVERSITY  
MBA / BUSINESS  
ADMINISTRATION

WEST VIRGINIA STATE COLLEGE  
ARCHITECTURAL TECHNOLOGY  
COURSES

## BIOGRAPHY

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

## MEMBERSHIPS

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

## EXPERIENCE

### **Hawks Nest CCC Museum & Pavilion**

*Ansted, WV*

### **Morgantown Event and Conference Center**

*Morgantown, WV*

### **Phipps Conservatory Addition**

*Pittsburgh, PA*

### **Waterfront Hotel and Conference Center**

*Morgantown, WV*

### **WVU Basketball Practice Facility**

### **WVU Mountaineer Field North Luxury Suites**

### **UPMC Hillman Cancer Center**

### **William Sharpe Hospital Addition**

### **Chestnut Ridge Church**

### **University of Pittsburgh Bio Medical Tower**

### **Glade Springs Hotel & Conference Center**

### **Fairmont State University Parking Garage**

## BIOGRAPHY

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

## EXPERIENCE

**Hawks Nest CCC Museum & Pavilion**  
**Addition and Renovation to Geary School**  
**Baileysville Elem. HVAC Renovations**  
**W. Kent Carper Justice and Public Safety Complex**  
**Dominion Gas Office Building**  
**Renovations to Glenville ES**  
**Addition to Shady Spring Middle School**  
**Addition and Renovations to Flinn Elementary**  
**Renovations to Park Middle School**



Jason E.  
Harper

PE

OWNER/  
ENGINEER

### EDUCATION

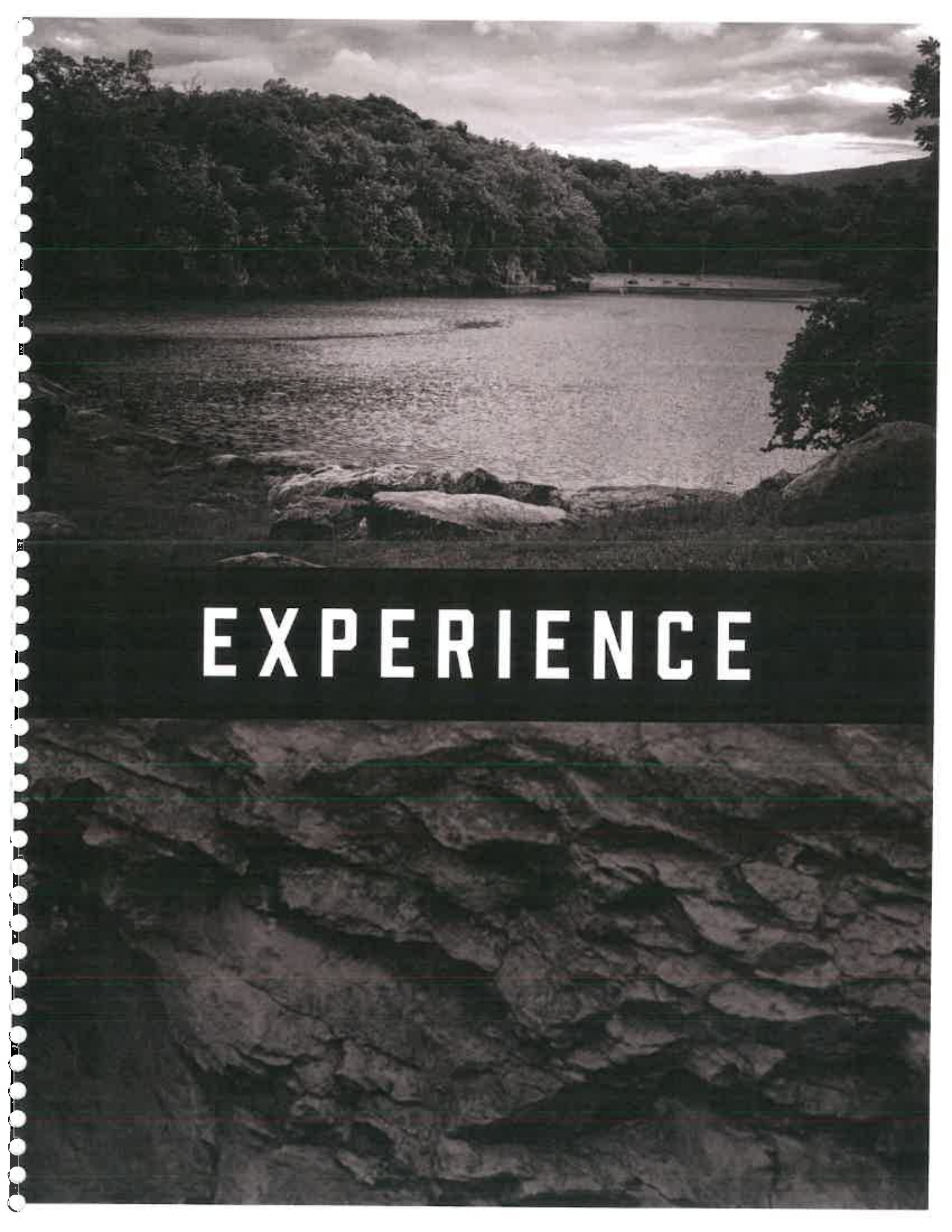
WEST VIRGINIA INSTITUTE OF  
TECHNOLOGY  
BS / MECHANICAL  
ENGINEERING

### PROFESSIONAL REGISTRATIONS

ASHRAE  
NEDA







# EXPERIENCE



# Old Inn Cacapon Resort State Park

**LOCATION :** Cacapon, WV

**CLIENT/PROJECT MANAGER :**

WV DNR Parks and Recreation

James G. Schotsch

304-558-2764

**SERVICES :** Restoration & Masterplan

**CONSTRUCTION VALUE :** N/A

 **MILLS GROUP**  
ARCHITECTURE • PLANNING • PRESERVATION

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

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

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



# Hawks Nest / Twin Falls State Parks

**LOCATION :** Ansted, WV and  
Twin Falls, WV

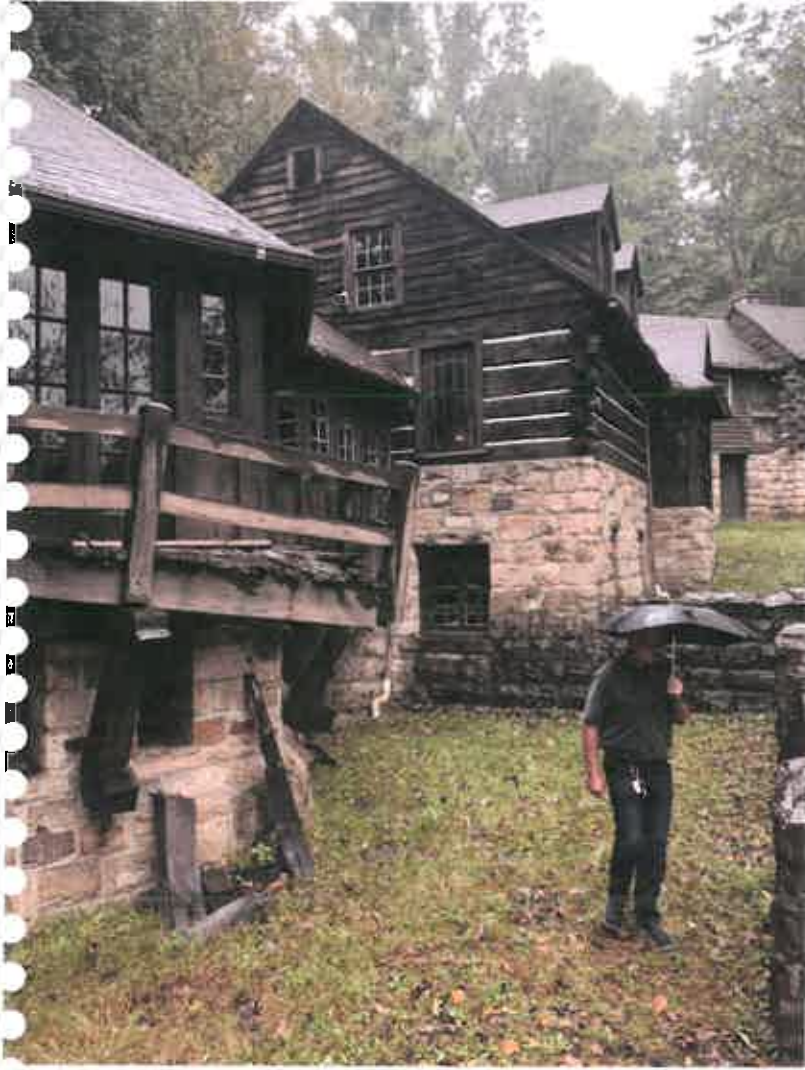
**CLIENT/PROJECT MANAGER :**  
WV DNR - Parks and Recreation  
Brad Leslie  
304-558-2764

**SERVICES :** Section 106 Monitoring  
**CONSTRUCTION VALUE :**  
N/A



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

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



## Hawks Nest CCC Museum & Pavilion

**LOCATION :** Ansted, WV

**CLIENT/PROJECT MANAGER :**

WV DNR - Parks and Recreation

**SERVICES :** Conceptual through  
Construction Observation

**CONSTRUCTION VALUE :**  
\$800,000

Mills group was hired by the WV DNR to provide consulting services for the CCC Museum and Picnic Pavilion at Hawk's Nest State Park starting with concept design through construction observation. The scope of work for the Museum building is to adaptively reuse the structure that currently service as a residence and moth balled museum space into an event and wedding venue while preserving the historic qualities. The event space shall have a catering kitchen, pre function space, restrooms/dressing room, and event space for just over 50 guests within the grand hall of the historic Museum.

The scope of the work requires complete upgrades of the heating and cooling systems, upgraded electrical systems, fire detection and alarm, ADA lifts, and site work to include parking and accessible route to the venue. The scope of work related to the Picnic Pavilion is limited to restoration of the roof, minor log restoration, and electrical upgrades.



# Oglebay Wilson Lodge West Family Wing

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

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

**CONSTRUCTION VALUE :**  
\$3 Million

**MILLS GROUP**  
ARCHITECTURE • PLANNING • PRESERVATION

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

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

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



# Oglebay Foundation Office

**LOCATION :** Wheeling, WV

**CLIENT/PROJECT MANAGER :**

Eriks Janelsins

304-243-4160

**SERVICES :** Architectural Design

Development, Construction Drawings,

Construction Administration

**CONSTRUCTION VALUE :**

\$256,000

**MILLS GROUP**  
ARCHITECTURE • PLANNING • PRESERVATION

Mills Group was tasked with redeveloping the former Oglebay Burton Hall guest house into a multi-functional space for the Oglebay Foundation. The goal of this adaptive reuse project was to maintain the historic aesthetics of Burton Hall by restoring the original fireplace and mantle, along with oversized interior moldings.

At the building's first floor, a 1,600 sq. ft. build-out was renovated to include the CEO's office, an event space, and visitor's center. This level also includes space for support staff, a kitchenette, restroom, and storage. Sleek, floor-to-ceiling glass walls define the interior programming and contrast with the ultra-traditional interior to allow for high levels of natural light and dramatic sightlines throughout the multi-use space. Mechanical and electrical systems were seamlessly and invisibly integrated into the highly-exposed interior space.



# Blue Sulphur Springs Pavilion

**LOCATION :** Blue Sulphur Springs, WV

**CLIENT/PROJECT MANAGER :**

Greenbrier County Historical Society  
Margaret Hambrick  
304-646-2439

**SERVICES :** Historic Structure Report  
and Existing Conditions Assessment

**CONSTRUCTION VALUE :**

\$1 Million

 **MILLS GROUP**  
ARCHITECTURE • PLANNING • PRESERVATION

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

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

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



# Fairfield Inn and Suites

**LOCATION :** Triadelphia, WV

**CLIENT :** Century TC5, LLC

**SERVICES :** Architectural Design  
Development, Construction Documents,  
Coordinating Consultants,  
Construction Administration

**CONSTRUCTION VALUE :**

Withheld per owner's request

Mills Group led the design and construction effort to develop a new hotel, retail and conference center in the Highlands Town Center Development of Triadelphia, West Virginia. The Fairfield Inn & Suites Hotel offers one hundred and five suites with varying guestroom types.

At ground level guest amenities include an enclosed pool and a fitness room, an expanded lobby area, food services and meeting rooms. While leading the architectural design, Mills Group coordinated the consultants necessary to complete the project including a team of structural, mechanical, electrical, plumbing and civil engineers, swimming pool and information technology consultants.

The hotel is unique as it is designed to fit within the context of the Highlands Town Center Development. The first level is designed to incorporate retail space as well as provide an outdoor seating area for the hotel. The four story structure is a combination of steel and wood framing. The exterior will be clad in EIFS and masonry selected to complement the existing Town Center buildings and to comply with the Marriott brand prototypes.







## Courtyard by Marriott

**LOCATION :** Granville, WV  
**CLIENT/ PROJECT MANAGER :**  
Thomas Bonney  
West Place LLC  
215-512-7957

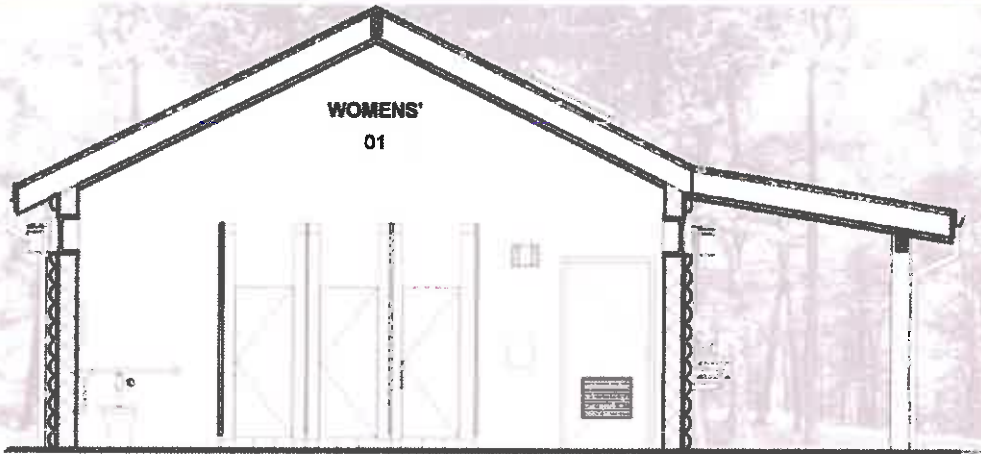
**SERVICES :** Architectural Design  
Development, Construction Documents,  
Coordinating Consultants, Construction  
Administration

**CONSTRUCTION VALUE :**  
\$17 Million

Mills Group designed a new five-story Courtyard by Marriott hotel adjacent to the Morgantown Black Bears Stadium in Granville, WV. Collaborating with a design-build team including West Place, LLC and Waller Corporation, Mills Group provided full design services from conceptual site design to construction documents for the new structure.

The new hotel building includes an indoor pool, business center, conference rooms, and a generous public space with a bar and bistro. The outdoor lounge space, complete with a fire pit, provides guests with expansive views of the Monongahela River and downtown Morgantown.

 **MILLS GROUP**  
ARCHITECTURE • PLANNING • PRESERVATION



# Adventure West Virginia Restrooms

**LOCATION :** Morgantown, WV

**CLIENT/PROJECT MANAGER :**

West Virginia University

Joshua Shinn

304-293-9092

**SERVICES :** Design Development

**CONSTRUCTION VALUE :** N/A



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

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



# Allegheny Design Services

## OVERVIEW

**LOCATIONS :** WV/PA

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



**Allegheny  
Design Services**

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



# Harper Engineering

OVERVIEW

**LOCATIONS : WV**

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

**Beckley Appalachian Regional Hospital**

HVAC and Electrical Design for Lab Upgrades, CCU Unit Replacement and Duct Modifications as well as Unit Replacement as part of Reskin Project

**Tucker County Community Based Outpatient Clinic**

HVAC, Plumbing, Electrical, Fire Alarm, and Sprinkler design for a 3,600 sq. ft. VA outpatient clinic.

**Bert Wolf Toyota**

HVAC, Plumbing, Sprinkler, Electrical and Fire Alarm design for the addition and renovation totaling 39,500 sq. ft. for showroom and maintenance bay located in Charleston, WV. Included Vehicle Exhaust System for Maintenance bay

**Huff Elementary**

New School in Wyoming County, 43,000 sq. ft. building. Sprinkler system with fire water storage tank and fire pump

**Energy Corporation of America**

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

**W. Kent Carper Justice and Public Safety Complex**

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





# REFERENCES





# REFERENCES

## **Margaret Hambrick**

### **President**

Greenbrier Historical Society  
301 West Washington Street  
Lewisburg, WV 26401  
Ph: 304-646-2439

## **Eriks Janelins**

### **President & CEO**

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

## **Kathy Mace**

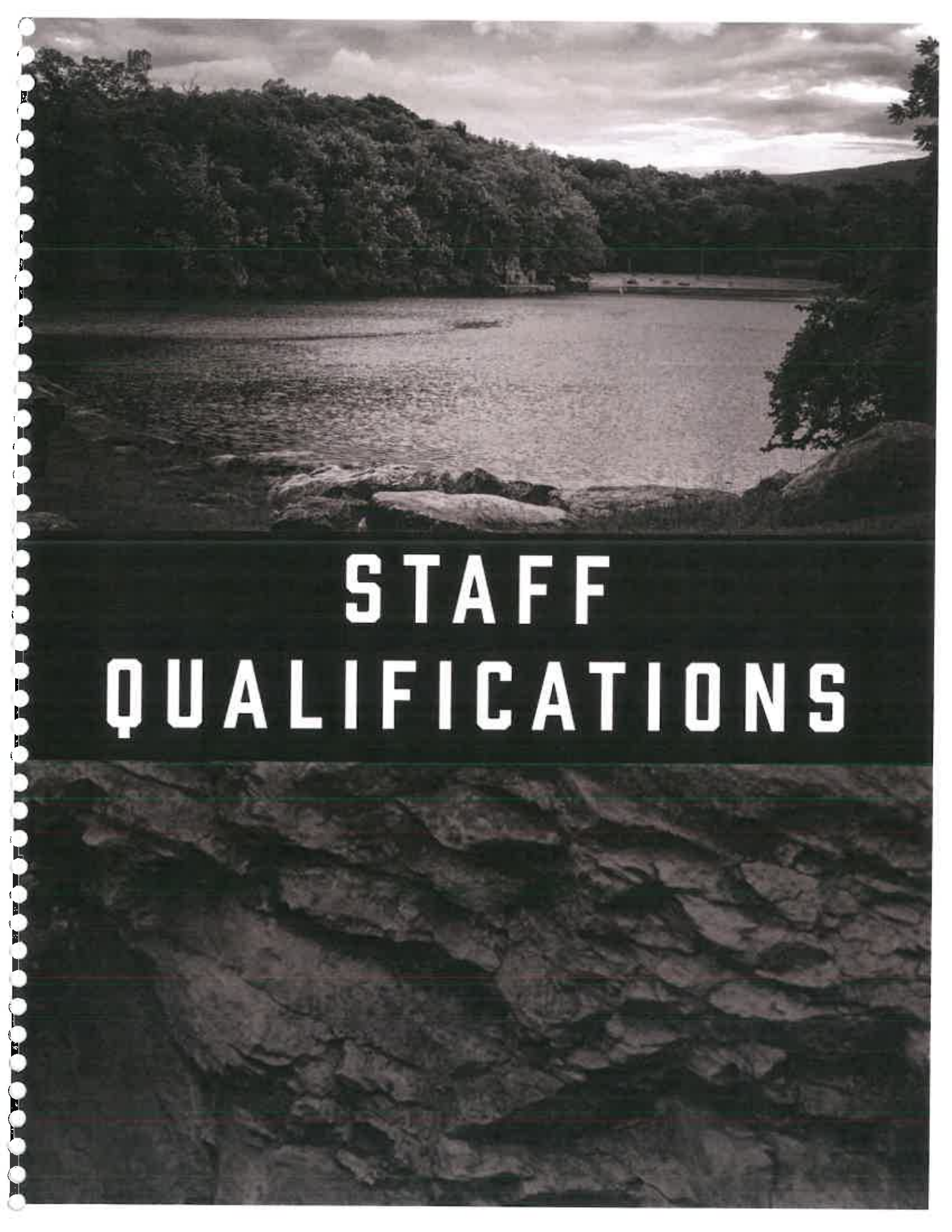
### **County Administrator**

Preston County Commission  
106 West Main Street  
Room 202  
Kingwood, WV 26537  
Ph: 304-329-1805

## **Ron Justice**

### **State and Local Relations Specialist**

West Virginia University  
Marina Tower, 4th Floor  
PO Box 6555  
Morgantown, WV 26505  
Ph: 304-293-3034



# STAFF QUALIFICATIONS

# The West Virginia Board of Architects

certifies that

**MICHAEL MILLS**

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

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

Certificate Number [REDACTED]

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



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

---

Board Administrator



# The West Virginia Board of Architects

certifies that

**VICTOR R GRECO**

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

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

Certificate Number [REDACTED]

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



*Emily Papadopoulos*

---

Board Administrator

# The West Virginia Board of Architects

certifies that

**STACEY LYNNE BOWERS**

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

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

Certificate Number [REDACTED]

*The registration is in good standing until June 30, 2020.*



A handwritten signature in cursive script, appearing to read "Emily Repugliese", written on a light-colored rectangular background.

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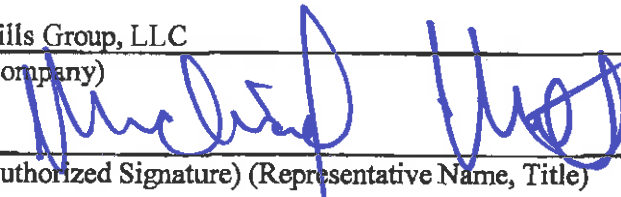
Board Administrator

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

Michael Mills, AIA, Managing Principal  
 (Name, Title)  
Michael Mills, AIA, Managing Principal  
 (Printed Name and Title)  
63 Wharf Street, Suite 300 Morgantown, WV 26505  
 (Address)  
304-296-1010 / 304-413-0120  
 (Phone Number) / (Fax Number)  
mmills@millsgrouponline.com  
 (email address)

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

Mills Group, LLC  
(Company)

  
 (Authorized Signature) (Representative Name, Title) **MANAGING PRINCIPAL**

Michael Mills, AIA, Managing Principal  
(Printed Name and Title of Authorized Representative)

6/24/2019  
(Date)

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

STATE OF WEST VIRGINIA  
Purchasing Division

**PURCHASING AFFIDAVIT**

**CONSTRUCTION CONTRACTS:** Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

**ALL CONTRACTS:** Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

**EXCEPTION:** The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

**DEFINITIONS:**

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

**AFFIRMATION:** By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

**WITNESS THE FOLLOWING SIGNATURE:**

Vendor's Name: MILLS GROUP

Authorized Signature: [Handwritten Signature] Date: 6/24/19

State of WEST VIRGINIA

County of MONONGALIA, to-wit:

Taken, subscribed, and sworn to before me this 24 day of JUNE

My Commission expires SEPTEMBER 28, 2023.

AFFIX SEAL HERE

NOTARY PUBLIC

OFFICIAL SEAL  
NOTARY PUBLIC  
STATE OF WEST VIRGINIA  
Ashley Nicole Nagy  
1303 Apple Lane  
Morgantown, WV 26505  
My Commission Expires Sept. 28, 2023