

EXPRESSION OF INTEREST
AUGUST 28, 2018 – 1:30 P.M.

**CAMP DAWSON
SECURITY LIGHTING – MAILROOM (DESIGN)
SOLICITATION NO. CEOI 0603 ADJ1900000002**

RECEIVED

2018 AUG 28 AM 10: 22

WV PURCHASING
DIVISION



GERARD ASSOCIATES ARCHITECTS, L.L.C.
445 FORT PITT BLVD. SUITE 410, PITTSBURGH, PA 15219 PHONE: 412.506.1531 Fax: 412.506.1532



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GERARD
ASSOCIATES ARCHITECTS

JAMES E. GERARD, A.I.A.
DAWN DANYO DIMEDIO, A.I.A.

August 27, 2018

State of West Virginia
Department of Administration
Purchasing Division
2019 Washington Street, East
Charleston, WV 25305

RE: Expression of Interest
Camp Dawson – Security Lighting – Mailroom (Design)
Solicitation No. CEOI 0603 ADJ1900000002

Dear Sirs,

In the preparation of this submittal, Gerard Associates Architects, L.L.C. hereby requests consideration to furnish professional Architectural Services for the above referenced project.

Gerard Associates Architects, L.L.C. is a long established architectural firm that has practiced in the tri-state region for over fifty-five (55) years. In our firm's history, we have enjoyed great success completing work for both public and private institutions.

We welcome your review of our credentials; although the projects which follow represent the quality of our work, they do not convey our greatest asset, our ability to work with our clients and foster long-term relationships. We are proud to be both a **Women Owned Enterprise** and a **Small Diverse Business Firm**. We hope that this proposal suits your needs and look forward to working with you.

Sincerely,

GERARD ASSOCIATES ARCHITECTS, L.L.C.

Dawn Danyo DiMedio, A.I.A., LEED AP BD+C, Principal



Firm Profile

Gerard Associates Architects, L.L.C. is a small, long established firm committed to the principles that have guided the organization since its inception. Edwin J. Gerard, A.I.A., established the firm in 1959 with a clear vision of the tenets that should guide practice:

- Master the fundamentals of Architecture.
- Establish a clear understanding of the Project.
- Develop a working relationship with the Client.
- Deliver a Project which is both aesthetically and technically complete.
- Adhere to the principles of Professional Practice.

Gerard Associates Architects, L.L.C. has preserved this hands-on, traditional approach to project development, and in the process, fostered longstanding professional relationships with many of its clients. These relationships are maintained through personal contact between the client and the project team throughout the duration of the design and construction processes.

Gerard Associates Architects, L.L.C. is currently owned by Dawn Danyo DiMedio, A.I.A., LEED AP BD+C and James E. Gerard, A.I.A. Ms. DiMedio serves as the managing principal with an ownership of fifty-one percent (51%). The firm operates as a Woman Owned Business and Small Diverse Business firm. In addition to the principal partners, the firm employs a staff of professionals with varying degrees in architecture and design as well as support personnel. The firm is currently licensed in eleven (11) states including Pennsylvania, Ohio, New York, West Virginia, Virginia, Maryland, Louisiana, Arkansas, Indiana, Georgia and New Jersey.

The firm enjoys a balanced portfolio of projects ranging in institutional, municipal, office, research, medical, production and industrial facilities. Regional to Camp Dawson, Gerard Associates Architects, L.L.C. has completed extensive work in southwestern Pennsylvania and northern West Virginia. The firm has designed three major Class "A" office structures in the Southpointe Industrial Park, including the original corporate headquarters for Mylan, Adelphia Business Solutions and Metso Minerals. The new 45,000 sf headquarters for Bowles Rice, located in Granville, is scheduled for occupancy in September 2018. In nearly 20 years, Gerard Associates Architects, L.L.C. has completed nearly 30 projects for Consol Energy; including but not limited to their mine site portal and bathhouse structures. Similarly, the firm enjoys a history with the Church of Jesus Christ of Latter Day Saints having completed projects in Mannington, Clarksburg and Morgantown.

The firm's experience with governmental agencies includes an office for the Bureau of Workman's Compensation for the Borough of Brookville; offices for the Mine Safety and Health Administration; and over fifteen (15) projects for the Redevelopment Authority of the County of Washington. The firm completed its first project for the Federal Government, a U.S. Army Reserve Center in Fairview Township, Erie County, Pennsylvania in July of 2009. The project has achieved a SPiRiT (Sustainable Project Rating Tool, comparable to the LEED rating system) Bronze Rating.

Gerard Associates Architects, L.L.C. strives to achieve a balance of projects of various scopes and styles while remaining conscious of each individual project's budget, space, time and physical limitations. In conjunction with a qualified team of consulting engineers, Gerard Associates Architects, L.L.C. consistently delivers complete planning, programming, design, and budgeting services. However, it is the belief of the firm, independent of the project, that client relationships are the best endorsement of its work and that these relationships are an indication of the firm's sense of service to those clients as well as a commitment to the making of Architecture. It is this continued commitment to service that enables us to consistently address design issues with competence, to deliver solutions within time and monetary constraints, and to adapt to ever changing technologies, codes and market demands.

Sample projects have been included to demonstrate the firms experience with similar projects for public entities and also in the region of Camp Dawson.

In the event that we are selected for interview, we will present our proposed sub-consulting team at that time.



Dawn Danyo DiMedio, A.I.A., LEED AP BD+C

Managing Principal
Gerard Associates Architects, L.L.C.

Education

1997 Syracuse University, Bachelor of Architecture

Registration

Registered Architect in Pennsylvania, Ohio, New York, Indiana, Georgia, New Jersey
Certificate with the National Council of Architectural Registration Boards
L.E.E.D. AP BD+C Certification

Professional Associations

American Institute of Architects; Construction Specification Institute

Professional History:

Ms. DiMedio joined the firm of Gerard-Nagar Associates in 1997, having interned with the firm prior. She now serves the firm as managing Principal Architect with concentration in project development, documentation, and construction administration.

Since joining the firm, Ms. DiMedio has been involved in various field-related educational programs including collaboration between the Western Pennsylvania Regional District Council of Carpenters and the American Institute of Architects to encourage cooperation among young craftsman and professionals. In 2001, Ms. DiMedio participated in a case study project for Carnegie Mellon's School of Architecture Professional Practice, a study designed to expose architecture students to the trials of practice. The project of study was the addition to the Duquesne University School of Law, for which Ms. DiMedio served as Project Architect.

Ms. DiMedio has her L.E.E.D. AP BD+C professional certification from the United States Green Building Council (USGBC) since 2010 and has served on the Zoning Hearing Board of the Borough of Ingram, Pennsylvania.

Relevant Project Experience:

Governmental/Public Housing

United States Army Reserve Center—Erie, Pennsylvania; Project Architect

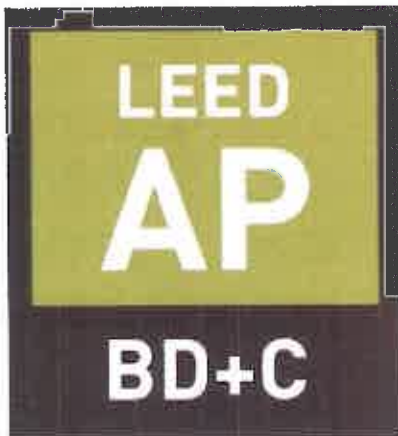
Completion Date: 2009 Size: Three-Structure Complex of 45,000 SF; Value: \$10,000,000.00

Bowles Rice Headquarters – Granville, West Virginia; Architect of Record

Completion Date: 2018 Size: Four-Story, 45,000 SF; Value: \$5,000,000.00

Liberty Tower High Rise for the Elderly Renovation, Redevelopment Authority of the County of Washington (RACW) – California, Pennsylvania; Project Architect

Completion Date: 2013 Size: Eight-Story structure; 104 living units renovated; Value: \$2,700,000.00



10356650-AP-BD+C

CREDENTIAL ID

15 FEB 2010

ISSUED

13 FEB 2020

VALID THROUGH

GREEN BUSINESS CERTIFICATION INC. CERTIFIES THAT

Dawn Danyo DiMedio

HAS ATTAINED THE DESIGNATION OF

**LEED AP® Building Design +
Construction**

by demonstrating the knowledge and understanding of
green building practices and principles needed to support
the use of the LEED green building program.

A handwritten signature in black ink, reading "Mahesh Ramanujan".

MAHESH RAMANUJAN
PRESIDENT & CEO, U.S. GREEN BUILDING COUNCIL
PRESIDENT & CEO, GREEN BUSINESS CERTIFICATION INC.



James E. Gerard, A.I.A.

Principal
Gerard Associates Architects, L.L.C.

Education:

1966 Carnegie Institute of Technology, Bachelor of Architecture
Numerous Continuing Education Seminars

Registration:

Registered Architect in Pennsylvania, West Virginia, Virginia, Maryland, Louisiana, Arkansas

Professional Associations:

American Institute of Architects; Construction Specification Institute; Arbitrator/panelist for American Arbitration Association

Awards:

Award for Excellence in Architecture – Adaptive Reuse, Pittsburgh Chapter, A.I.A.
Golden Trowel Award, International Masonry Institute

Work History:

Mr. Gerard serves as a principal with Gerard Associates Architects, L.L.C. He joined the firm of Edwin J. Gerard, A.I.A. & Associates in 1970 following separation from active duty as a Captain in the United States Air Force. He became partner in the firm in 1973 after receiving his professional license. Mr. Gerard practiced as a sole practitioner from 1976 until the formation of Gerard-Nagar Associates in 1985. In 2006, Gerard-Nagar Associates transitioned into the current firm Gerard Associates Architects, L.L.C.

Mr. Gerard has extensive experience in all aspects of the practice of architecture from programming through conceptual design, construction documentation and contract administration. With over fifty years of practice, he has designed and administered numerous projects for both public and private clients. Over the course of his career, he has been instrumental in the planning, development and transition of the forty-acre campus of Duquesne University, which has been referred to as "the miracle on the Bluff". As an arbitrator/panelist for the American Arbitration Association, Mr. Gerard is able to provide invaluable insight into many of the issues and disputes, which occur in the construction process, and provides practice in the analysis and practical resolution of these disputes.

Relevant Project Experience:

United States Army Reserve Center - Erie, Pennsylvania; Architect of Record

Completion Date: July 2009 Size: Three-Structure Complex of 45,000 SF; Value: \$10,000,000.00

Consol – SouthWestern Pennsylvania and Northern West Virginia; Architect of Record Archer Road, 8N#1 Portal, Enlow Fork Mine (current)

Completion Date: December 2019 Size: 42,000 sf; Value: \$4,000,000.00

Mylan – Southpointe Industrial Park, Canonsburg, Pennsylvania; Architect of Record

Completion Date: 2002, Primary Building Size: 95,000 sf Value: \$10,000,000.00



United States Army Reserve Center

Erie, Pennsylvania

Completion Date: July 2009 (Contract Period January 2007 – July 2009)

Size: Three-Structure Complex of 43,400 SF

Construction Value: \$10,000,000.00

Key Project Personnel: James E. Gerard, A.I.A., Supervising Architect, provided oversight of Design Team
Dawn Danyo DiMedio, A.I.A., LEED AP BD+C, Project Architect of Record
Conway Engineering, Structural Engineer

Client/ Reference: Mr. Gary J. Lang*
Supervisor of Engineers
Veterans Health Administration,
Pittsburgh Healthcare System
University Drive C
Pittsburgh, PA 15240
Phone: 412-360-3630

*United States Army Corps of Engineers, Former Corps of Engineers Representative for duration of the Project.

End User: Scott Kowski
United States Army
99th Regional Readiness Command
7001 Klier Drive
Erie, PA 16415
Phone: 814-279-0123

Program:

- Recruitment and Retention Office
- Family Counseling Area
- Staff Offices (25)
- Administrative Common Area (24 work stations)
- Library and Learning Center
- Classrooms (3)
- Physical Fitness Area
- Locker Rooms
- Assembly Hall
- Commercial Kitchen
- Weapons and Simulator Room
- Vault and Secure Storage
- Unit and Unheated Storage
- Flammable and Controlled Waste
- Maintenance Garage (2 bays)
- Supporting Mechanical and Utility Rooms

The Army Reserve Center of Erie, Pennsylvania was awarded as a Design-Build Contract based upon response to a publicly issued Request for Proposal. Gerard Associates Architects, L.L.C. served as the Architect of Record. A fixed lump sum construction price was submitted with the response to the RFP. The project budget was upheld and all design milestones were achieved within the contracted schedule established by the U.S. Army Corps of Engineers.

UNITED STATES ARMY RESERVE CENTER ORGANIZATION MAINTENANCE SHOP (OMS) Erie, Pennsylvania

- Budgeting
- Site Design
- Programming
- Building and Interior Design
- Coordination with Design Standards
- Sustainable Design
- Construction Documentation
- Construction Administration
- Local Code / Zoning Administration
- As Built Documentation



The United States Army Reserve Center (USARC) is a three (3) structure complex comprised of a 36000sf Training Center, 5100sf Organized Maintenance Shop (OMS) and 2300sf Unheated Storage (UHS) Building. The project site is 14.60 acres of a former horse racing track which has been developed into an industrial park in Fairview Township, Erie, Pennsylvania. The intent of the design was to create a series of structures from substantial materials, all designed to meet the technical demands of the Reservists while paying reverence to the natural contours of the site and architecture of the surrounding structures. The project was designed in compliance with the minimum requirements of the Department of Defense Antiterrorism/Force Protection Construction Standards which helped dictate the arrangement of the buildings on the site. The Reserve Center was also designed under the guidance of the Sustainable Project Rating Tool (SPiRiT) which is equivalent to the LEED rating system for sustainability. The final design was able to achieve a SPiRiT Bronze rating.

The OMS contains two Maintenance Bays, Controlled Waste Room, Flammable Storage Room, Parts and Tool Rooms, Rest Rooms, Janitor Closet, IT/Electrical Rooms, Mechanical Room and a shared Administrative Office Area. Special design features include a vehicle exhaust system in the Maintenance Bays along with an in floor radiant heating loop.





BOWLES RICE HEADQUARTERS

Morgantown Area, Granville, West Virginia

Completion Date: Fall 2018

Size: Four-Story Structure, 45,000 sf

Construction Value: \$5,000,000.00 shell construction

Key Personnel: Dawn Danyo DiMedio, A.I.A., Architect of Record
Daniel Hepler, Project Manager
Keystone Structural Solutions, Structural Engineer
Univesco, L.L.C., HVAC, Plumbing and Fire Protection Engineering
Carlins Consulting, Electrical Engineering

Client / Reference: Mr. Brandon Miles
Horizon Properties Group, L.L.C.
375 Southpointe Boulevard, Suite 410
Canonsburg, PA 15317
Phone: 724-743-7722

Program:

- Office Shell Structure
- Means of Egress
- Primary Circulation
- Entrance Lobbies (Interior and Exterior)
- Coordination of building design to accommodate primary tenant's office & conferencing needs.
- Speculative space design for future secondary tenants.
- First Floor design to accommodate shared office suites and hotel conferencing center.
- Coordination of shell finishes.

The new office structure is part of a larger three (3) building development in Granville to accommodate the expansion of West Virginia University and the need for supporting construction. Located at the University Boulevard Exit Southbound on Interstate 79, the structure not only houses its primary tenant, Bowles Rice, but provides shared rentable space for conferencing and loft offices.

BOWLES RICE HEADQUARTERS Granville, West Virginia

- Budgeting
- Building and Interior Design
- Coordination with Development Standards
- Construction Documents
- Construction Administration



The new Morgantown area Bowles Rice Headquarters is located directly off of Interstate 79 and reflects the boom in construction associated with the expansion of West Virginia University. The four story, 45,000 sf structure is a companion office building to the existing Hampton Inn and retail strip currently located on the same site. The design of the building was driven by the needs of the primary tenant for executive, "Class A" offices, but also anticipated a wide variety of future tenants and programs. Retail, conferencing and shared meeting suites are equally housed within the first and second floor areas with accessibility to surrounding resources and views of the West Virginia landscape.





Mylan Corporate Headquarters

Southpointe Industrial Park, Canonsburg, Pennsylvania

Completion Date: 2002; subsequent interior alterations thru 2010.

Size: Four Story, 95,000 sf of Class "A" Office Space

Construction Value: \$10,000,000.00 (initial construction)

Key Personnel: James E. Gerard, A.I.A., Architect of Record, provided oversight of Design Team.
Dawn Danyo DiMedio, A.I.A., Project Architect
Conway Engineering, Structure Engineer

Client / Reference: Chad Stephenson
Mylan
Robert J. Coury
Global Center
1000 Mylan Boulevard
Canonsburg, PA 15317
Phone: 724-514-1800

Program:

- Shell Building Core including Toilets, Elevators and primary Exit Structure.
- Reception
- Offices
- Conference Rooms
- Ancillary Meeting Rooms
- Executive Suites
- Boardroom
- 2010 Conferencing Center to accommodate 250 persons with global conferencing capabilities.

MYLAN TRAINING CENTER Canonsburg, Pennsylvania

- Budgeting
- Site Design
- Building and Interior Design
- Coordination with Design Covenants/Master Plan
- Construction Documents
- Construction Administration



After the completion of the new corporate headquarters, Mylan, Gerard Associates Architects, LLC. was requested upon to design a new corporate Training Center located on its first floor. Within the building's 95,000 square feet, the final design fulfills the demand for space in hosting executive sessions, team meetings and the president's bi-annual address to employees. The Training Center's design includes a 250 capacity center with seminar style and team meeting seating; a state of the art, custom fabricated rear projection system; an amphitheater; and is enhanced with video conferencing capability. In addition, an accommodating pre-function area allows for the preparation of food for meetings. The Training Center and a sense of team-building was deemed necessary to foster employees' efficiency.

Construction was completed in June of 2010.



MYLAN SOUTHPOINTE INDUSTRIAL PARK Canonsburg, Pennsylvania

- Budgeting
- Site Design
- Building and Interior Design
- Coordination with Design-Governor's Master Plan
- Construction Documents
- Construction Administration
- 2002 Award of Excellence, Associated Building Contractors



Located atop the highest point of Southpointe Industrial Park, 1500 Corporate Drive is the new corporate headquarters for Mylan. It's prominent location, visible from Interstate 79, provides multiple vistas of the surrounding countryside and adjacent golf course. The plan of the building is asymmetric, radiating from the lobby atrium space and building core. The building is comprised of approximately 95,000 square feet of Class "A" office space, nearly evenly distributed over its four floors. The firm was recently called upon to design a new corporate board room for Mylan, which will be located on the fourth floor, and which boasts a commanding view of Pittsburgh skyline.





CONSOL

(CNX COAL RESOURCES L.P.)

Southwestern Pennsylvania; Northern West Virginia.

Archer Road, 8N#1 Portal, Enlow Fork Mine, Prosperity, PA (current)

Completion Date: December 2018, Primary Structure

Size: Two-story, 42,000 sf, Primary Structure plus Out-Buildings

Construction Value: 4,000,000.00

Key Personnel: James E. Gerard, A.I.A., Project Architect of Record, provides oversight of Design Team.
Daniel Hepler, Project Manager
Conway Engineering, Structural Engineer
WNA Engineering, HVAC, Plumbing, Fire Protection and Electrical Engineer

Client / Reference: Mr. Brian Rabbitt
CNX COAL RESOURCES LP
332 Enon Church Road
West Finley, PA 15337
Phone: (724) 663-7136

Program:

- Changing and Shower Rooms
- Offices
- Lamp repair/storage
- Classrooms
- Conference Rooms
- Dispatch Center

The Portal and Bathhouse Structure is typical of mine entrances and serves as the hub of mine-worker activity on each site. Miners' service and store gear at the facility as well as train in mine activity, particularly safety and readiness. Supervisory personnel occupy on site offices. Direct connection is provided to the mine shaft elevator.

BATHHOUSE & OFFICES

Marshall County, West Virginia



The recently completed Bathhouse facility shown above includes changing and shower rooms, offices, lamp repair/storage, first aid, waiting area, classrooms, conference/meeting rooms to accommodate 500 persons. The smaller photographs illustrate the loading dock (with jib hoist), locker room and waiting/assembly room.

Gerard Associates Architects, L.L.C.'s services for this project included programming, design, contract documents, construction administration, coordination and enforcement of design standards and As-built documentation.



BATHHOUSE & OFFICES

Greene County, Pennsylvania



The Bathhouse facility shown above includes changing and shower rooms, offices, lamp repair/storage, first aid, waiting area, classrooms, conference/meeting rooms, dispatch and vaults. The connection of the Bathhouse to the mine shaft elevator is shown to the left.

Gerard Associates Architects, L.L.C.'s services for this project included programming, design, contract documents, construction administration, coordination and enforcement of design standards and As-built documentation.





Liberty Tower High Rise for the Elderly Renovation

California, Pennsylvania

Completion Date: 2013

Size: Eight Story Structure; 104 Living Units.

Construction Value: \$2,700,000.00; Single Prime Contract +/- 15% Owner initiated Change Orders, Additional Work.

Key Project Personnel: Dawn Danyo DiMedio, A.I.A., LEED AP BD+C, Architect of Record
Michaelleen D. Vargo, LEED AP BD+C, Project Documentation
Negley Design, Mechanical, Electrical and Plumbing Engineers

Reference: James R. Hott, Senior Housing Director
Redevelopment Authority of the County of Washington
100 West Beau Street, Suite 603
Washington, PA 15301
Phone: (724) 228-6875

Services:

- Perform field surveys, studies and assemble site data.
- Prepare plans and specification for public improvements in compliance with all Federal, State and Local requirements.
- Review bids and recommend lowest responsible bidder.
- Conduct general supervision during construction for compliance with plans and specification requirements.
- Certify completion of Contractor's work.

Program Included:

- Renovation of 104 living units for the elderly; new kitchens and bathrooms.
- Accessibility modifications to the public restrooms to comply with Americans with Disabilities Act Accessibility Guidelines.
- Revisions to handicap spaces in parking area, along with repairing, seal coating and line restriping.
- Replacement of existing roofing, major rooftop equipment, existing hot water plant, sanitary and vent stacks, and underground sanitary main.
- Install weather stripping on the dwelling unit sliding glass doors, bedroom doors, all exterior doors, common area windows and to seal all interior openings in the concrete plank ceilings to enhance the energy efficiency of the building.
- Install new trash compactor.

Contracts with the Redevelopment Authority of the County of Washington are awarded to design professionals based upon their response to publically issued request for proposal. Upon award of Contract, a schedule is determined by the RACW, as well as a construction budget. In the case of the Liberty Tower High Rise for the Elderly, Gerard Associates Architects, L.L.C., achieved both the budget and schedule.

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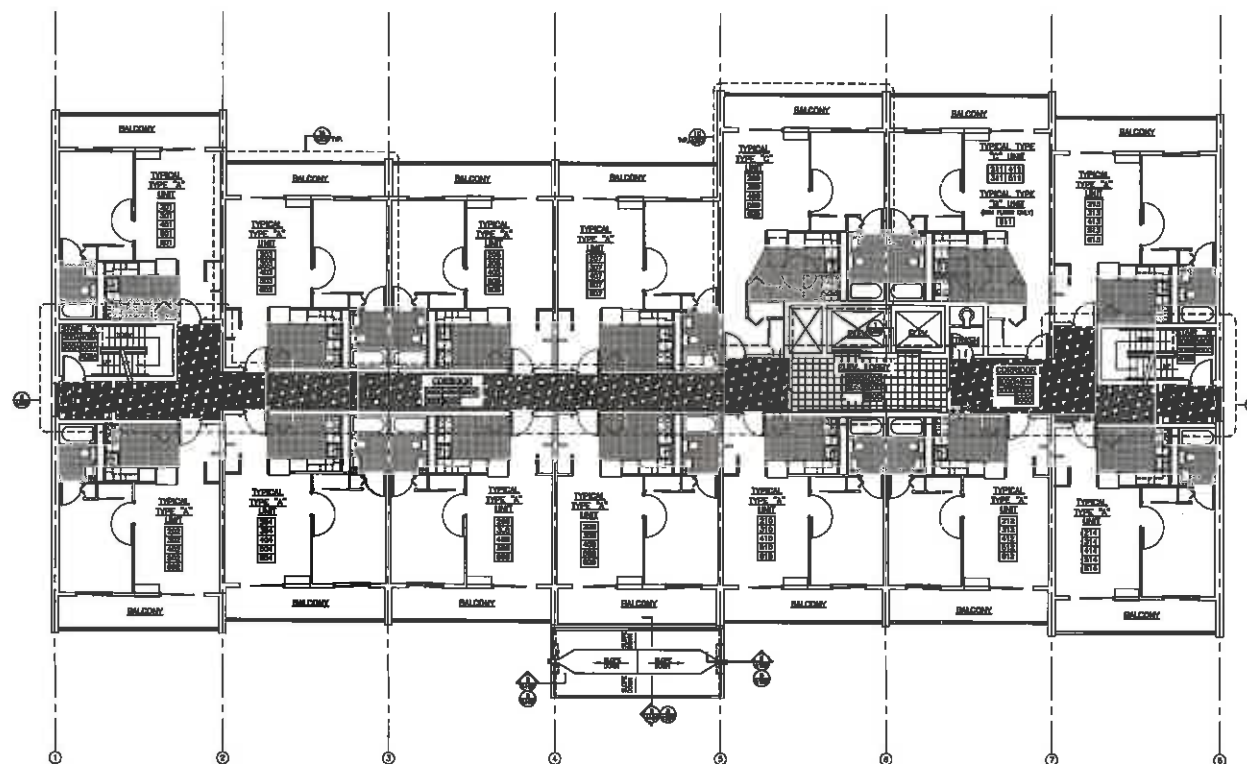
520 LIBERTY STREET
WASHINGTON COUNTY
CALIFORNIA, PENNSYLVANIA 15419



G E R A R D
ASSOCIATES ARCHITECTS
1601 ARROTT BUILDING, 401 WOOD STREET
PITTSBURGH, PENNSYLVANIA 15222-1838
PHONE: 412-566-1531 FAX: 412-566-1532

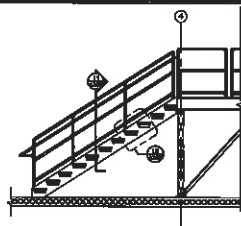
DRWING NAME
**TYPICAL FLOOR PLANS
(FLOORS 2-6)**

COMP. NO. 1133	REVISION NO. A	DWG NO. A-102
ISSUE DATE 04/02/12		

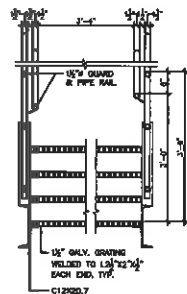


 **TYPICAL FLOOR PLAN (FLOORS 2-6)**
SCALE: 1/8" = 1'-0"

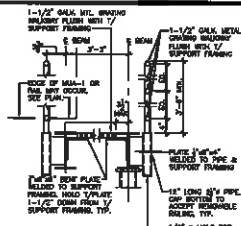
LEGEND	
SYMBOL	ITEM
	NEW CARPETING
	NEW CERAMIC FLOOR TILE
	NEW SHEET VINYL



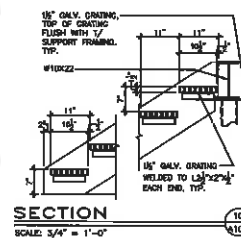
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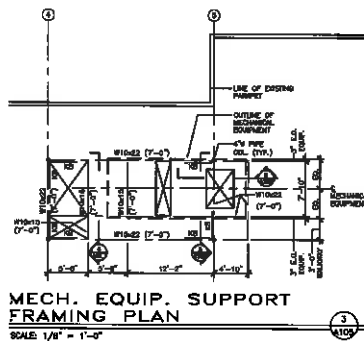
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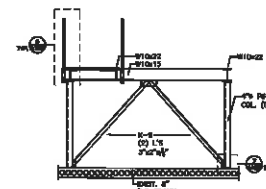
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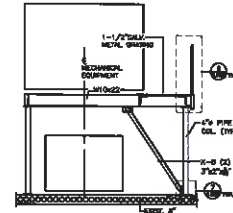
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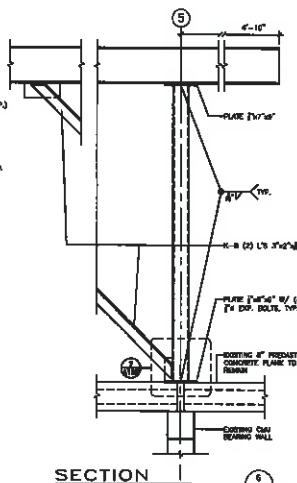
MECH. EQUIP. SUPPORT
FRAMING PLAN
SCALE: 1/8" = 1'-0"



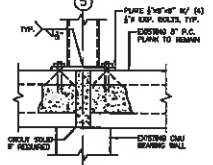
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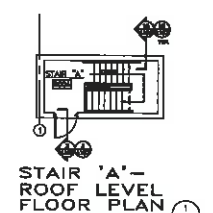
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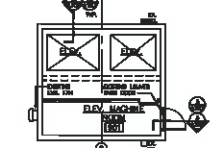
SECTION
SCALE: 3/4" = 1'-0"



DETAIL
SCALE: 1-1/2" = 1'-0"



STAIR 'A'
ROOF LEVEL
FLOOR PLAN
SCALE: 1/8" = 1'-0"



ELEVATOR MACHINE ROOM
ROOF LEVEL
FLOOR PLAN
SCALE: 1/8" = 1'-0"

ROOF PLAN
SCALE: 1/8" = 1'-0"

FOR CONSTRUCTION

THIS DRAWING IS TO BE USED BY THE CONTRACTOR FOR THE CONSTRUCTION OF THE PROJECT AND IS NOT TO BE USED FOR ANY OTHER PURPOSE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES AND STRUCTURES.

REVISIONS

NO.	DESCRIPTION
1	AS SHOWN



ALTERATIONS

LIBERTY TOWER
HIGHRISE FOR
THE ELDERLY

520 LIBERTY STREET
WASHINGTON COUNTY
CALIFORNIA, PENNSYLVANIA 15419



GERARD ASSOCIATES ARCHITECTS
1601 ARKOT BUILDING, 401 WOOD STREET
PITTSBURGH, PENNSYLVANIA 15222-1838
PHONE: 412-566-1531 FAX: 412-566-1532

ROOF PLAN

CONTRACT NO. 1133	REVISION NO. A	SHEET NO. A-105
DATE 04/02/12		



Management & Quality Control Plan of Proposed Staff

Gerard Associates Architects, L.L.C., (GAA), will serve as Project Manager for all contracts awarded by the State of West Virginia and will perform the requirements of each contract and ensure that all services are provided in an efficient manner. The management plan, developed by the Project Architect, will consist of the following elements:

Project Team

The Project Team will consist of a Project Architect from GAA (Project Manager), with direct oversight by one of the firm's principals and any of the staff and/or sub-consultants. All sub-consultants shall be selected on the basis of their ability to meet design requirements and any specified quality control requirements. The sub-consultants shall be required to accept and implement the Architect's Management Plan.

All sub-consultants are responsible for identifying training needs and providing for the training of all personnel. Personnel performing specific assigned tasks shall be qualified on the basis of appropriate education, training and/or experience, as required.

Design

The Project Architect shall document procedures (management plan) for design and for coordination of all applicable activities to verify that the services meet the State of West Virginia requirements. The GAA Project Architect will be responsible for coordinating and conducting design reviews, distribution of documents for review, and the process of identifying and modifying discrepancies. All documents shall be reviewed and agreed upon by the State of West Virginia.

A framework for initial design planning activities shall be established by the Project Architect, who shall record and verify information and data on field surveys and inspections. All relevant design criteria, including codes and standards shall be established and made available to all sub-consultants.

Design schedules and cost estimates shall be monitored with documentation of any deviations from proposed scope of work.

The Project Architect shall establish methods and implement reviews to determine that completed designs are constructible, functional, meet the requirements of the State of West Virginia and conform to established regulatory standards.

Communication and Coordination

Communication and coordination between the Project Architect and sub-consultants shall be defined and necessary information documented, transmitted and regularly reviewed by the Project Architect. The project team will meet, as needed, during the design phase and then a minimum of bi-weekly during the construction period to review progress of the project.

Document Control and Data Changes

The Project Architect shall review and approve all documents and data for adequacy prior to issuing to the sub-consultants. A master list identifying the current revision status of documents shall be established and be available to preclude the use of invalid or obsolete documents. Any changes to original documents shall be reviewed and approved by the Project Architect and the State of West Virginia. All Sub-consultants shall establish and implement procedures to determine that only the most recent revisions to written procedures, codes, standards and relevant documents are used.



Project Approach

Gerard Associates Architects, L.L.C. utilizes the guidelines as set forth by the American Institute of Architects for categorizing projects into six (6) main categories of services. While the nature of each project is different and may require deviation from these guidelines, they are used by the firm as a starting point for determining professional fees, project schedules, construction budgets, and for the hiring of consultants. A break-down of each of the phases follows, with a corresponding break-down of the percent of time typically devoted to each phase and consequently the total percentage of fee associated with each phase.

In serving many of the firm's clients, it has been necessary to complete evaluations and feasibility studies prior to commitment to a project on the part of an Owner. Gerard Associates Architects, L.L.C. considers the completion of such studies as a design service encompassing, to varying degrees, Programming and Planning, Schematic Design, Design Development, and the beginnings of Construction Documentation. The firm typically proposes that such studies are completed for a lump sum fee based upon a projection of hours.

DESIGN SERVICES

Phase 1 - Programming and Planning (As Needed) %15

Architect will meet with Owner to determine specific project requirements, goals of the project and apportionment of the budget. At this phase, basic requirements and relationships are defined, along with any necessary assessments of existing facilities and/or site conditions. As this is typically the most intensively interactive phase of the services, it requires Owner participation and availability for the exchange of information and ideas. The resultant documentation at this phase is typically a written document which records the results of the exchanges and the conclusions reached.

Phase 2 - Schematic Design %15

Architect will provide preliminary evaluation of the Program, Schedule, and Budget, each in terms of the other, review alternative approaches to design and construction, and prepare for approval of the owner, Schematic Design Documents consisting of drawings and other documents illustrating the scale and relationship of the project components. The Architect will then submit a preliminary estimate of construction cost based on area, volume, or similar conceptual estimating techniques.

Phase 3 - Design Development %20

Based on the approved Schematic Design Documents, and any adjustments, the Architect will prepare, for approval of the Owner, Design Development Documents consisting of drawings and other documents to fix the size and character of the project as to architectural, structural, mechanical, and electrical systems, materials, and such other elements as may be appropriate. The Architect will then advise of any adjustments to the preliminary estimate of cost.

Phase 4 - Construction Documents %30

Based on the approved Design Development Documents, and any further adjustments, the Architect will prepare, for approval of the Owner, Construction documents consisting of Drawings and Specifications setting forth in detail, the requirements for the construction of the project. The Architect will assist the Owner in the preparation of necessary bidding information, advise of any adjustments to the preliminary estimate, and assist in filing documents required for governmental approvals.

CONSTRUCTION SERVICES

Phase 5 - Bidding/Negotiation Phase %5

The Architect, following the Owner's approval of the Construction Documents and the latest preliminary estimate of Construction Cost, will assist the Owner in obtaining bids or negotiated proposals and assist in awarding and preparing contracts for construction.

Phase 6 - Construction Services %15

The Architect will provide administration of the Contract for Construction as set forth in the AIA Document A-201, General Conditions of the Contract for Construction. The Architect will be a representative of, and will advise and consult with the Owner. As a representative of the Owner, he will visit the site at intervals appropriate to the progress of the work, generally on a bi-weekly basis, and endeavor to guard the owner against deficiencies and to determine if the work is being completed in accordance with the Construction Documents.

The Architect will:

- A. Review and certify Certificates for payment
- B. Review and approve Shop Drawings, Product Data, and Samples
- C. Prepare Change Orders with supporting documentation as required
- D. Prepare sketches and documents as required to clarify the intent of the Contract Documents
- E. Conduct review and inspections to determine the quantity and quality of the work and its conformance with the Contract Documents
- F. Determine date of Substantial Completion and issue appropriate reports and certificates



hereby grants

National Women's Business Enterprise Certification

to

Gerard Associates Architects, L.L.C. DBA n/a

who has successfully met WBENC's standards as a Women's Business Enterprise (WBE).

This certification affirms the business is woman-owned, operated and controlled, and is valid through the date herein.

WBENC National WBE Certification was processed and validated by
Women's Business Enterprise Council - PA, DE, NJ, a WBENC Regional Partner
Organization.

Certification Granted: November 25, 2014

Expiration Date: November 25, 2018

WBENC National Certification Number: 2005125807


Authorized by Geri Swift, President Emerita
Women's Business Enterprise Council - PA, DE, NJ



NAICS: 541310
UNSPSC: 81111705



**NOTICE OF SMALL BUSINESS SELF-CERTIFICATION
AND SMALL DIVERSE BUSINESS VERIFICATION**



pennsylvania

DEPARTMENT OF GENERAL SERVICES

The Department is pleased to announce that

GERARD ASSOCIATES ARCHITECTS LLC

has successfully completed the Pennsylvania Department of General Services' process for self-certification as a small business under the Commonwealth's Small Business Contracting Program, and is verified as a Small Diverse Business with the following designation(s):

BUSINESS TYPE(s): Design

CERTIFICATION NUMBER: 351195-2012-09-SB-W

CERTIFICATION TYPE: Woman Business Enterprise

ISSUE DATE: 09/04/2012

EXPIRATION DATE: 09/30/2019

RECERTIFIED DATE: 8/7/2017

A handwritten signature in black ink that reads "Kerry L. Kirkland".

Kerry L. Kirkland, Deputy Secretary
Diversity, Inclusion, and Small Business Opportunities

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



(Name, Title)

Dawn Danyo DiMedio, A.I.A., LEED AP BD+C, Principal

(Printed Name and Title)

Gerard Associates Architects, LLC, 445 Fort Pitt Boulevard, Suite 410

(Address) Pittsburgh, Pennsylvania 15219

412-566-1531 412-566-1532

(Phone Number) / (Fax Number)

dddimedio@gerardassociatesarchitects.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.

Gerard Associates Architects, L.L.C.

(Company)



(Authorized Signature) (Representative Name, Title)

Dawn Danyo DiMedio, AIA, LEED AP BD+C, Principal

(Printed Name and Title of Authorized Representative)

August 27, 2018

(Date)

412-566-1531

412-566-1532

(Phone Number) (Fax Number)

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.:

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

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

Addendum Numbers Received:


(Check the box next to each addendum received)

- ☐ Addendum No. 1
- ☐ Addendum No. 2
- ☐ Addendum No. 3
- ☐ Addendum No. 4
- ☐ Addendum No. 5

- ☐ Addendum No. 6
- ☐ Addendum No. 7
- ☐ Addendum No. 8
- ☐ Addendum No. 9
- ☐ 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.

Gerard Associates Architects, L.L.C.
Company


Authorized Signature Dawn Danyo DiMedio, A.I.A., Principal

August 27, 2018
Date

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

STATE OF WEST VIRGINIA
Purchasing Division
PURCHASING AFFIDAVIT

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

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

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

DEFINITIONS:

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

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

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

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

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: Gerard Associates Architects, L.L.C.

Authorized Signature:  Date: August 27, 2018

State of PENNSYLVANIA

County of ALLEGHENY, to-wit:

Taken, subscribed, and sworn to before me this 27 day of August, 2018

My Commission expires May 14, 2021

AFFIX SEAL HERE

COMMONWEALTH OF PENNSYLVANIA
NOTARIAL SEAL
Linda E. Danyo, Notary Public
City of Pittsburgh, Allegheny County
My Commission Expires May 14, 2021
MEMBER, PENNSYLVANIA ASSOCIATION OF NOTARIES

NOTARY PUBLIC



Purchasing Affidavit (Revised 01/19/2018)

West Virginia Ethics Commission
Disclosure of Interested Parties to Contracts

(Required by W. Va. Code § 6D-1-2)

Contracting Business Entity: Gerard Associates **Address:** 445 Fort Pitt Boulevard, Suite 410
Architects, LLC Pittsburgh, PA 15219

Authorized Agent: Dawn Danyo DiMedio, AIA, Principal **Address:** Same as Above

Contract Number: Solicitation No. CEOI 0603 **Contract Description:** Security Lighting - Mailroom
ADJ1900000002 (Design) Camp Dawson

Governmental agency awarding contract: State of West Virginia

☐ Check here if this is a Supplemental Disclosure

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

1. **Subcontractors or other entities performing work or service under the Contract**

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

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

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

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

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

Signature: 
Dawn Danyo DiMedio, AIA, Principal

Date Signed: August 27, 2018

Notary Verification

State of PENNSYLVANIA, County of ALLEGHENY:

I, Dawn Danyo DiMedio, AIA, Principal, the authorized agent of the contracting business entity listed above, being duly sworn, acknowledge that the Disclosure herein is being made under oath and under the penalty of perjury.

Taken, sworn to and subscribed before me this 27th day of August, 2018.


Notary Public's Signature

To be completed by State Agency:

Date Received by State Agency: _____

Date submitted to Ethics Commission: _____

Governmental agency submitting Disclosure: _____

COMMONWEALTH OF PENNSYLVANIA
NOTARIAL SEAL
Linda E. Danyo, Notary Public
City of Pittsburgh, Allegheny County
My Commission Expires May 14, 2021
MEMBER, PENNSYLVANIA ASSOCIATION OF NOTARIES

Revised October 7, 2017