A/E Services for WV Department of Administration, General Services Division

VARIOUS GSD MAINTENANCE PROJECTS

CEOI 0211 GSD2000000003

EXPRESSION OF INTEREST BY:
PICKERING ASSOCIATES

October 23, 2019

PICKERING ASSOCIATES
Architects · Engineers · Surveyors

EST. 1988

OUR MISSION

Pickering Associates is a multi-disciplined professional architectural, engineering and surveying firm providing quality services that meet or exceed our clients' expectations. We are committed to the professional development and technical advancement of our employees. We will continuously improve the delivery of our services through innovation and an entrepreneurial spirit.

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

PICKERING ASSOCIATES
Architects • Engineers • Surveyors

Ms. Pettrey,

Pickering Associates is pleased to have the opportunity to submit this proposal for providing Architectural/Engineering services for various General Services Division maintenance projects. We are confident that our design team is qualified to provide design services for this project.

Pickering Associates is a premier full-service A/E Firm located throughout West Virginia and Ohio and headquartered in Parkersburg, W.Va. The following proposal outlines our technical expertise, management, staff capabilities and experience for providing high-quality engineering and architectural services. Our approach will offer advantages in methodology and delivery, which will elevate the success of the proposed projects both now and for years to come. Our firm is very capable of providing full architectural, engineering, and construction administration services in house to complete the scope of the projects. Pickering Associates has provided comprehensive architectural and engineering services to multiple governmental agencies throughout our history.

You will see that teamwork is the spirit and foundation of our organization. We acknowledge the importance of a quick turn-around and excellent quality services which our administrative procedures, overall organization and depth of experience are posed to provide you. As you will see from our resumes and company experience, we are highly qualified to offer the professional services required and to ensure that your project becomes a reality.

Some challenges that can occur with these types of projects can come from multiple sources, but most will stem from the site conditions of a particular building. Through the years, Pickering has taken pride in finding unique solutions to some of the most challenging problems. From a concise delivery/need-based schedule for emergency work to limited and stretched budgets/funds. You will find a growing list of repeat clients who come back to Pickering because of the importance we place on every job we work on as well as every single client we interact.

Another challenge can come from multiple design firms on one project. With Pickering, our company can provide full services in all areas of architecture and engineering in house. Each project/client gets assigned a project lead who handles all coordination within our organization. This structure removes the traditional deflection of responsibility when an issue arises and gives the client, and the project lead to a direct understanding of roles and responsibility on the project.

We look forward to personally discussing our qualifications to complete this project on time, within budget and exceeding the standards of any firm you may have worked with previously.

Respectfully submitted,

Sean G. Simon, AIA, NCARB
Branch Manager / Project Architect / Senior Construction Administrator
ssimon@pickeringusa.com
1.304.991.6275

ABOUT THE COMPANY

Founded in 1988, Pickering Associates has been providing architectural, engineering and surveying services throughout West Virginia and Ohio for the past thirty years.

Our company is the product of three generations and more than 75 years of construction experience. This experience plus state-of-the-art engineering practices create a full-service, multi-discipline, architectural, engineering and surveying firm serving a wide range of needs and featuring innovative, customized solutions. Our highly qualified staff includes licensed professional engineers, professional surveyors, licensed architects, designers, and drafters as well as support personnel.

The disciplines we cover include architecture, surveying, project management, civil engineering, structural engineering, mechanical engineering, electrical engineering, process engineering, automation and control, and construction administration. Pickering Associates specializes in the above listed disciplines with education, government, healthcare, industrial, oil & gas and private sector clients.

"WE ARE COMMITTED TO THE PROFESSIONAL DEVELOPMENT AND TECHNICAL ADVANCEMENT OF OUR EMPLOYEES."

ABOUT THE PEOPLE

In choosing Pickering Associates, your project will be performed to your specifications with frequent meetings and status reports to keep you up-to-date on the status of the project. Our sole focus is your full satisfaction with the completed quality installation.

Successfully executing more than 10,000 projects in its history, the firm has built a tremendous wealth of experience gaining insight into what works for each of our client types. Those lessons learned add substance to our work and provide our clients with unparalleled value. Our objective is to partner with our clients improving their performance, flexibility, life-cycle cost, sustainability and ultimately well-being.

LEADERSHIP

V.P. of Marketing & Development
Traci Stotts, AIA, NCARB
Architect

C.E.O. & President
Ryan Taylor
Sr. Project Manager

Executive V.P. of Design
David Boggs, P.E., CPD
Sr. Mechanical Engineer

V.P. of Projects
Zac Campbell, P.M.P.
Sr. Project Manager

V.P. of Construction
Mark Welch, P.E.
Sr. Project Manager

DEPARTMENT LEADS

Civil Engineering
Spencer Kimble, P.E.

Electrical Engineering
Carl Henson, P.E.

Mechanical Engineering
Jeff Hosek, P.E. LEED AP (BD+C)

Piping Engineering
Patrick Flora, E.I.

Structural Engineering
Eric Smith, P.E.

Process Engineering
Adam Freed, P.E.

Building Information Modeling
Chris Algmin, AIA, NCARB

Construction Administration
Ronald Arnold

Surveying
Bill Showalter, P.S.

Architecture
Traci Stotts, AIA, NCARB

BRANCH MANAGERS

Athens
John Bentz, P.E.

Fairmont
Pamela Wean, AIA

Charleston
Sean Simon, AIA, NCARB

YOUR PROJECT

The purpose of your project is to obtain design services, construction bidding documents and contract administration for four distinct project to address repairs of various types in several owned and operated facilities. The intent is to design and administer separate construction projects for each of the projects described below.

Building 11, the Central Chilled Water Plant, 218 California Avenue, Charleston, W.Va.: Repair western elevation concrete cast wall that was struck by a vehicle and damaged.

Building 84, the "Cornerstone Building," 1409 Greenbrier Street, Charleston, W.Va.: Evaluate the building's HVAC system and make corrections to address uneven heating and cooling and allow for air balancing of the space.

Building 88, 7 Players Club Drive, Charleston, W.Va.: Evaluate the building's HVAC system, examining load bearing capacity to provide adequate zone heating and cooling and replace consumer units with new rooftop units while integrating the new building equipment and system into the Agency's building automation system.

Building 97, Mingo County DHHR Office, 203 3rd Avenue, Williamson, W.Va.: Investigate the uneven settlement of poured slabs on grade and design and administer a repair project to mitigate tripping hazards at the building.

Pickering Associates takes pride in our approach to projects and project management. We strive to deliver consistent projects that execute our Client's expectations.

Our project manager, Sean Simon, will communicate with each design discipline through all phases of design and construction to ensure the project is well coordinated. He will keep the GSD and other stakeholders informed throughout the entire process and confirm information gets distributed to the entire team. Communication will be consistent from the project kickoff meeting through closeout. Sean will also lead in the development of the project schedule in conjunction with GSD and necessary stakeholders.

Pickering's project approach for each goal outlined below will look for any opportunity to reduce the overall

projected schedule as well as project budget.

Goal/Objective 1:
Reviewing previously generated plans and specifications, and making revisions and updates as needed, develop bidding documents and perform construction administration for a competitively bid construction project to repair a damaged cast concrete wall on a single elevation of the Central Chilled Water Plant.

Pickering's structural and civil engineers will first visit the site and evaluate the existing conditions, obtain copies of all previous design and work on this issue, and assess how it may impact this project.

From there the team will formulate a plan of corrections for the identified areas and help to identify impact of repair work on other activities in the building. We will schedule meetings with all interested parties to review the issues and possible solutions. Construction documents will be created once the solutions have been agreed upon and Pickering Associates will manage the bidding process to ensure any question are answered in a clear and concise manner.

Goal/Objective 2:
Evaluate the Building 84 HVAC system, provide recommendations to the Agency regarding repair options,

YOUR PROJECT CONTINUED...

then proceed to design and administration of the HVAC renovations to occur in an occupied building.

Pickering will begin with a project kick-off meeting with all stakeholders to gather information on current conditions and issues. This information will be used as a starting point and will be used as a tool to allow for in-depth conversations and creating of potential design solutions and necessary requirements compared to current system functionality.

Once the desired solution has been vetted and confirmed, our design team will go to work to develop a project construction schedule in coordination with the budget. We will work closely with all stakeholders in order to capture valuable ideas and perceptions of the project, and present options that address the desired results, while taking into consideration the daily operations of the surrounding areas and functionality of the building.

Goal/Objective 3:
Review and updated a previously completed evaluation and prepared set of plans and drawings and prepare new plans for renovation the HVAC system in Building 88 and connect it to the Agency's building automation system. Replace any equipment which is past its generally accepted life expectancy as well.

The Pickering team has a great deal of project experience in replacing HVAC systems within occupied buildings such as hospitals, office buildings and civic buildings.

Pickering's project approach will be same as with goal 2, a project kick-off meeting with all stakeholders to gather information on current conditions and issues, creation of potential design solutions and comparison to the previous completed evaluation and current systems and functionality, finalize designs and generate a construction schedule based on current occupants needs and building functionality.

From there Pickering will work with GSD and the building tenants to execute the established construction schedule. Bi-monthly construction progress meetings are anticipated and will be important throughout the project to keep the entire team informed of progress, discuss stakeholder feedback, and to provide for a means of consistent communication. Quality of construction will also be monitored by our team throughout this phase by weekly site visits, to assure that all work is in compliance with the project bid documents. Our construction administration team will perform the necessary tasks associated with the construction and management of the project as well as coordination of record documents at the completion of construction.

Goal/Objective 4:
Investigate the uneven settlement of poured slabs on grade at Building 97 in Williamson, W.Va., then make recommendations to and prepare design documents for he Agency to remedy the issues, plus provide standard bidding and construction phase services to complete the projects.

Pickering will begin with a site visit to evaluate the existing conditions, obtain copies of all previous investigation and emergency work on this issue, if any. Our Architect and Structural Engineer will be on site to review the existing conditions and point out areas that warrant further documentation. Some selective demolition may be required to access a particular area or assess a given element. These areas would be noted and revisited at a later date, after discussion with other government agencies as to timing of that work.

We will review the desired programming needs for the facilities and compare those to the existing conditions and budget to create the scope for the designs. Once the design are approved, construction documents will be created that accurately reflect the agreed upon solutions. We will use a combination of drawings and photographs to document existing conditions as well as show the new work to be completed.

Pickering will provide construction administration including site observations. An Architect will be doing all the site observations and project management for the Team. Our Structural Engineer will be on site as needed to review conditions and if things are found that are different than expected to help identify a solution.

YOUR PROJECT

Project Owner

West Virginia State
Department of Administration
General Services Division

LEADERSHIP

Design Lead

Jeff Hosek, P.E. LEED AP
Mechanical Engineer

Jeff has been contributing mechanical engineering expertise and project management for more than ten years and has been a major contributor to a number of LEED projects. He served as the engineer of record for the mechanical design of a $25M high-rise residential dormitory and has acted as lead mechanical engineer and project manager for a variety of projects.

Project Manager

Sean G. Simon, AIA, NCARB
Project Manager

Sean manages the Charleston office and has over 27 years of experience in architectural programming, design, construction document production, and construction contract administration. That experience allows Sean to understand the building process quite well and can efficiently manage projects both large and small.

Design Lead

Spencer Kimble, P.E.
Civil Engineer

Spencer coordinates and manages a team that provides site planning and development to industrial, commercial and institutional accounts. He has a wealth of experience with storm water management, erosion control, site utility layout, parking lot design and permit assistance.

DESIGN TEAM

Electrical Engineering

Mark A. Moore, P.E.

Structural Engineering

Eric Smith, P.E.

Piping Engineering

Pat Flora, E.I.

WHAT FULL SERVICE MEANS

CIVIC

For owners and designers, civic buildings present a unique set of challenges and opportunities in an effort to maintain, renovate and expand services provided within the facility as well as service a wide range of individuals all with different needs and abilities. While some civic projects allow a design team to start from the ground up, many civic building projects involve the adaptive reuse of an existing facility or an addition to an existing facility in order to facilitate the owner's continued demand for growth. It is also important for owners to find a team with the depth of experience in dealing within the restrictions of limited budgets, governing regulations, multiple phase oversight and approving agencies.

Civic buildings also present a unique design for the team selected for a project by the fact that potentially every component of the design will be subjected to an expanded range of users that are normally not present in other facility designs. Pickering throughout the years has been able to engage with many civic organizations to provide design and consultant services on multiple projects including court room designs, upgrades and renovations, 911 Command Centers, office facilities, fire stations, and conference centers.

Our depth of experience and staffing provides owners with the knowledge and resources to execute their projects effectively. We understand and execute projects to create facilities which meet ADA compliance, higher security through knowledgeable design practices and the use of technology, greater occupancy safety while providing our clients with scheduled phase gate review points for proper oversight and approval, concise project management to maintain budget and schedule oversight and assistance throughout the review and approval process with governing agencies.

OUR APPROACH

With the selection of Pickering Associates, your organization gains the full depth of our organization. All projects are scheduled out through all phases of delivery by our resource manager and the project manager, assigning the necessary resources to perform to the schedule necessary for that project and highlight major milestones long before they could become an issue. With more than 60 professionals on staff, you can be confident that Pickering Associates has the resources to meet your project schedule. Because we are a full-service firm, we are able to provide a better coordinated project than firms who are required to use outside consultants. We organize regular in-house project team coordination meetings throughout the design phases of a project to discuss and resolve any issues or concerns that may arise. We feel that this face-to-face coordination with our design team is more effective and efficient than coordinating via email or over the phone.

Our close coordination efforts have proven valuable in many cases where the design schedule is accelerated and/or where there is equipment in the project that requires the effort and coordination of several disciplines.

Pickering Associates has invested in state-of-the art 3D Scanning technologies to more quickly and accurately document existing site conditions. This helps our design teams capture existing site data in more detail and in a format the blends well with our 3D modeling and BIM workflows. This tool allows us to send a small scanning team into an existing building/space and virtually document the conditions of the area in three dimensions, including detailed color photographs throughout the scanned area for design teams to reference throughout the project. This data capture implementation is safer and more efficient for our designers. It reduces the time and equipment needed for traditional hand-measuring that our industry has been accustomed to throughout the years.

By working with Pickering Associates you will see that teamwork is the spirit and foundation of our organization. We acknowledge the importance of a quick turn-around and excellent quality services which our administrative procedures, overall organization and depth of experience are posed to provide you. As you will see from our resumes and company experience, we are uniquely qualified to offer the professional services required and to ensure that your vision becomes a reality.

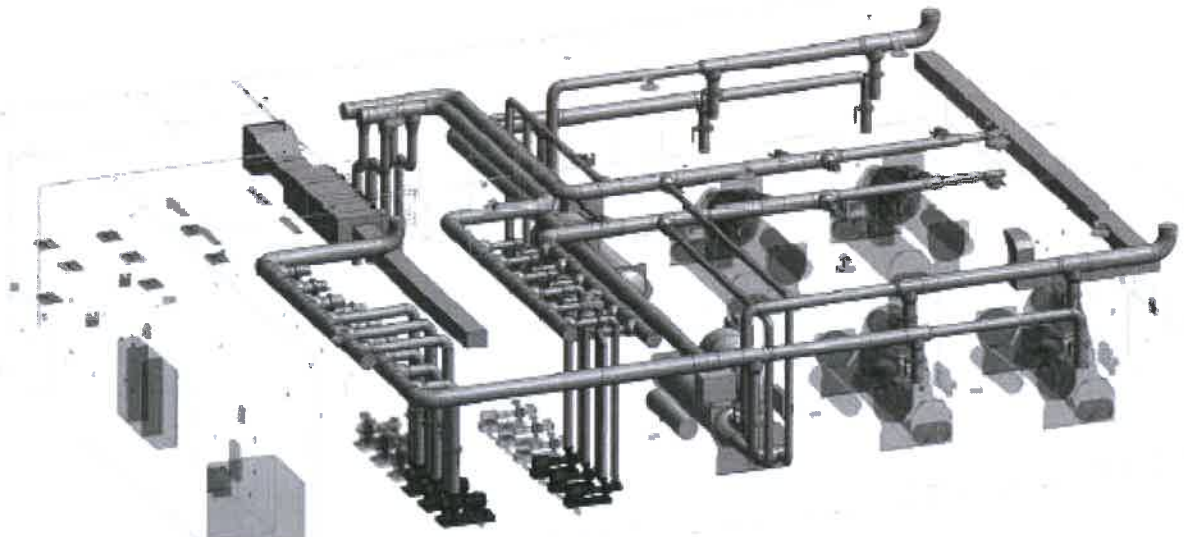
OFFICE LOCATION:
HEADQUARTERS

11283 Emerson Ave.
Parkersburg, WV 26104

CONTACT INFORMATION:
Sean G. Simon, AIA, NCARB
Branch Manager/Project Manager
(P) (304)345-1811 EXT: 1116
(E) ssimon@pickeringusa.com

SERVICES:
Architecture
Interior Design
3D Model Design
Landscape Architecture
Civil Engineering
Structural Engineering
Electrical Engineering
Automations & Controls
Mechanical Engineering
Piping Engineering
Process Engineering
Surveying
Marketing Development
Construction Services
Project Management

Rated as one of the TOP Engineering Firms in West Virginia.
- The State Journal



WHAT'S THE BIM IDEA?

Pickering Associates "IDEA" is our Integrated Design Execution Approach.

Integrated - we want our clients, contractors and end users engaged in the process of design. When the right people are involved, accessing the best information, good decisions are made.
Design Execution- refers to how we develop and optimize your project. We focus on the questions that have the most impact. We assign the right staff with the right tools
Our Approach- recognizes that projects are constantly changing and evolving as the project progresses. We tailor a plan for the project objective, maintain and monitor it so it remains optimized to achieve project goals, faster.

Pickering Associates' Integrated Design Execution Approach - our "IDEA", is a big deal, and will help your project be successful.

Building Information Modeling is a process that aligns to all aspects of our "IDEA". It is integrated, allowing easy access to project information. The software we use help understand the proposed design, coordinate, and identify the critical problems that need answers. Most importantly, Building Information Modeling is a process that fits with our Approach. Allowing the project team to evolve seamlessly as more information is available and new stakeholders are brought onto the team.

Efficient visual communication and an in-depth design understanding are the greatest assets that BIM brings to the table at Pickering Associates. The composite model allows our team to accelerate project development and simplify conversations during design reviews. Having the capability to visualize all of the design models together in a single review session aides both inter- and intra-department collaboration with all project stakeholders like never before. Capturing all client and designer comments and feedback within a 3D model live during a review session saves countless hours of paging through "redlines" generated from traditional 2D physical paper reviews. The added capacity to search and export reports of these digital comments allows our team to capture and track design communications more efficiently than ever before.

Pickering Associates has invested in state-of-the-art 3D Scanning technologies to more quickly and accurately document existing site conditions. This helps our design teams capture existing site data in more detail and in a format the blends well with our 3D modeling and BIM work flows.

This tool allows us to send a small scanning team into an existing building/space and digitize the as-built conditions of the area in three dimensions, including detailed color photographs throughout the scanned area for design teams to reference throughout the project. This data capture implementation is safer and more efficient for our designers. It reduces the time and equipment needed for traditional hand-measuring that our industry has been accustomed to throughout the years. Granting our designers the ability to measure from a 360 degree image or point cloud with higher accuracy and faster than field measurements.

Building Information Modeling is a process that starts at integrating the team, provides access to project information, incorporates tools to understand design execution, and allows teams to focus on what matters most for the project. It perfectly complements Pickering's Integrated Design Execution Approach, and we can't wait to show you BIM and our "IDEA"s!

PAST PROJECTS

* More Project examples available upon request

State of West Virginia General Services
Charleston, WV
Governors Mansion Roof Replacement
Building 22 HVAC Renovations
Building 13 Parking Garage Evaluation

City of Parkersburg
Parkersburg, WV
Engineering Assistance with Boiler I
Old Sumner School Site and Building Evaluation
Downtown Electrical Lighting Design
Emerson New Fire Station Design & Construction Administration
Covert Street New Fire Station Design & Construction Administration
Liberty Street New Fire Station Design
City of Parkersburg Master Panning Design

City of Vienna
Vienna, WV
New Building Addition for Police Phase 1&2
Police Department Redesign
New Senior Center Addition

Vienna Volunteer Fire Department
Vienna, WV
Vienna Volunteer Fire Station Addition
Police Station Generator Renovation

City of Marietta
Marietta, OH
Phase 1,2,3 Marietta City Hall Renovations
City Hall Roof Replacement
Armory Structural & Reroofing
Duckbill Outfall
Water Treatment Plant Solids Contact Tank Painting
North Hills Elevated Water Tank
Channel Lane Culvert
Harmar & 676 Elevated Water Tanks
Sherry Dr/Hadley Ln Water LN Replacement
Additional Survey-Sherry Dr/Hadley Water
Greene ST/Colegate Dr Waterline Replacement
Armory Ground Floor Renovations
Marietta Waste Water Treatment Plant Phase 2 Services
Armory Elevator

Parkersburg Utility Board
Parkersburg, WV
Repair Martown Reservoir Communication
Add radio & PLC to Pettyville site
Quincy Street SCADA

West Virginia Department of Natural Resources
Charleston, WV
Chief Logan Pump
New District 6 Office Design

West Virginia Army National Guard
Charleston, WV
Kenova Vehicle Exhaust HVAC Upgrades
Camp Dawson Building 215 Windows and Door Replacements
Camp Dawson Rappel Tower Renovation
Camp Dawson Structural Repairs

Parkersburg & Wood County Library
Parkersburg, WV
Library Sign Foundation
Emerson Library Roof Replacement
Emerson Library Renovation & New Entry Addition

Lubeck Utility Board
Lubeck, WV
Troubleshooting Device Net
Lookout HMI to Panelview SE Display
Install Pressure Filtration Sys PLC

Athens County Engineer
Athens, OH
Office Generator

HAPCAP
Athens, Hocking, Perry, OH
South East Ohio Foodbank Freezer
Elevator Addition

WOOD COUNTY SCHOOLS

PARKERSBURG SOUTH HIGH SCHOOL AUDITORIUM HVAC

PROJECT SPECS:

PROJECT COST
$251,845.00

SQUARE FOOTAGE
9,076

DESIGN COMPLETION
JUNE 2013

CONSTRUCTION COMPLETION
AUGUST 2013

SERVICES PROVIDED

ELECTRICAL
MECHANICAL
STRUCTURAL
PIPING
CONSTRUCTION MANAGEMENT

CLIENT CONTACT

GARRY COOPER
PHYSICAL PLANT DIRECTOR
P) (304) 420-9568
E) GCOOPER@ACCESS.K12.WV.US

Parkersburg South High School contacted Pickering Associates to design an HVAC system for the auditorium to replace the old system, which was too loud to operate while the space was occupied. School officials asked that the new system be a rooftop package utilizing natural gas for heating and electric for cooling.

The structural engineering scope of the project included a review of the auditoriums drawings and proposed rooftop unit cut sheet and visual field inspection. Our engineers determined the optimal roof location for HVAC placement and evaluated the existing roof trusses for loading, designed the post and beam support frame over the low-slope roof. The Team preformed design support for sound proofing material to the underside of the roof purlins. Our engineers also prepared a construction cost estimate.
Pickering Associates' engineers determined the routing from the natural gas tie in location to the new rooftop unit and provided the construction plans for the natural gas piping.

The Pickering Associates mechanical engineering team reviewed the auditorium drawings and assisted in the placement of the new rooftop unit and developed the heating and cooling load calculations. Our engineers selected and specified the basis of design for the new unit and provided the demolition plans of the existing equipment and ductwork, as well as provided the construction plans for the new unit and ductwork.

Pickering Associates' electrical engineering team documented the site conditions and reviewed drawings to determine the auditorium's electrical load. Our team provided the demolition plans to remove the existing electrical equipment associated with the HVAC equipment. Our engineers provided the design and engineering to adjust the electrical distribution to meet the requirements of the installation of the new rooftop unit.

WEST VIRGINIA UNIVERSITY AT PARKERSBURG

CAPERTON CENTER HVAC REWORK

PROJECT SPECS:

PROJECT COST
$320,000

SQUARE FOOTAGE
10,000 SF

DESIGN COMPLETION
JANUARY 2010

CONSTRUCTION COMPLETION
AUGUST 2010

SERVICES PROVIDED

ARCHITECTURE
ELECTRICAL
MECHANICAL
PIPING
CONSTRUCTION MANAGEMENT

CLIENT CONTACT

ALICE HARRIS
P) (304) 424-8225
E) AHARRI13@WVUP.EDU

Pickering Associates worked with WVU at Parkersburg to rework HVAC in four classroom bays in the Caperton Center for Applied Technology Building. Existing rooftop air handling units originally installed for a group of hands-on, heavy machinery training bays had become inefficient as a result of educational programming changes. Space are now set up for more traditional style classrooms and labs. WVU-P sought out our services to consolidate the HVAC system for these areas into a single unit to more efficiently and quietly service the bays.

The existing bays were served by individual roof mounted air handlers. The four main rooms consisted of training areas for either high school students or college students for the training of firefighters, electrical, computer, and lab training rooms. Each of the four bays had a training area and an individual office. It had been the experience of the faculty and staff that this setup proved difficult to easily keep a comfortable, learning atmosphere.

As part of the project, a suspended ceiling and modified lighting was designed for each bay/classroom. This helped both acoustics and aesthetics by better containing a dense network of drains, electrical busses and ductwork. Four existing transformers, previously located within these classrooms, were relocated to storage areas.

Pickering Associates also provided design & specifications for replacing the entire roof area that was affected as a result of the work. This was bid as an alternate to only patching affected areas.

WOOD COUNTY SCHOOLS

BLENNERHASSETT MIDDLE SCHOOL STRUCTURAL RENOVATION

PROJECT SPECS:

PROJECT COST
$85,000

LINEAR FOOTAGE
50 LINEAR FEET OF WALL

DESIGN COMPLETION
APRIL 2010

CONSTRUCTION COMPLETION
AUGUSTS 2010

SERVICES PROVIDED

STRUCTURAL

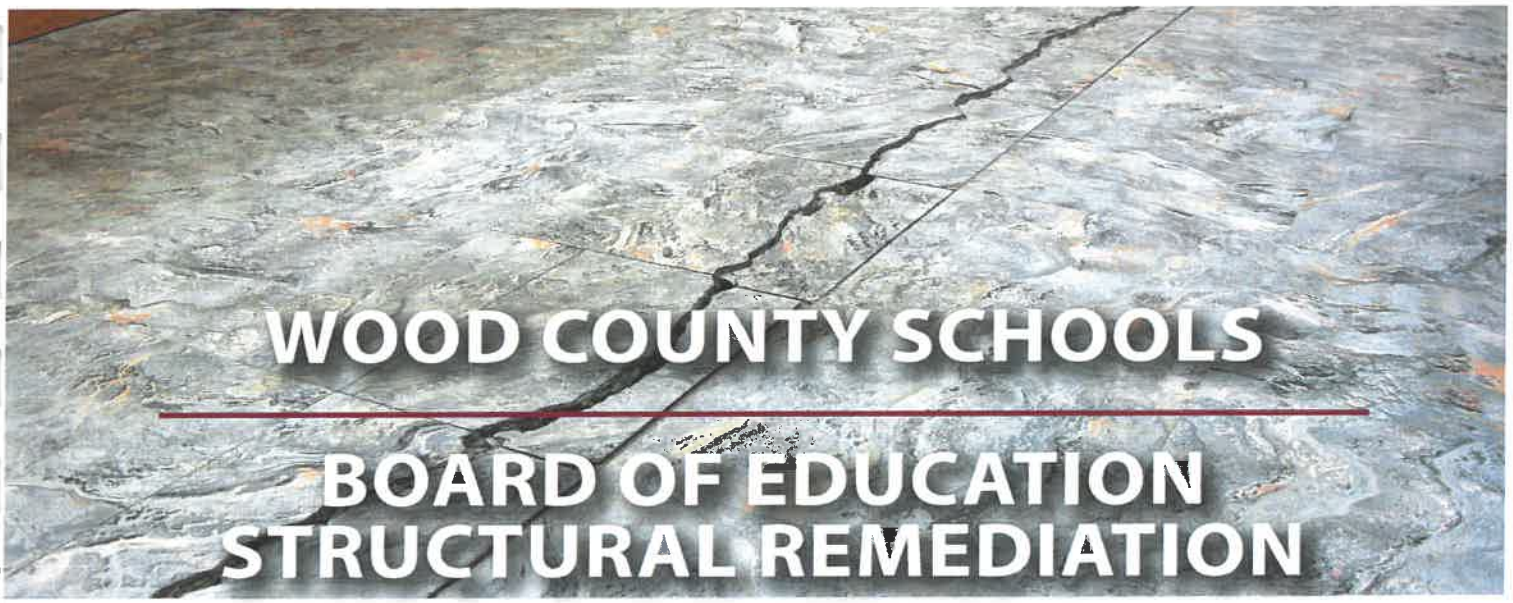
CLIENT CONTACT

MIKE FLING
ASSISTANT SUPERINTENDENT
P) (304) 420- 9663
E) MFLING@K12.WV.US

The project began when Wood County Schools contacted Pickering Associates for structural assistance concerning the movement and associated cracking of the single-story masonry walls at one corner of the building. As the condition worsened quickly, it required immediate attention and prompt repair. This project demonstrates Our experience in Structural Investigation, Analysis, and Repair services provided without tenant interruption (e.g. temporary shoring, selective demolition).

The affected portion of the building was constructed in 1973 and involved a membrane roof over bar joists supported by load bearing block walls covered with brick. The deterioration was intensified since the area of the building was a restroom located along a building corner and originally constructed over a ravine.

Pickering Associates conducted a review of the existing drawings, site history and other relevant documentation, as well as performing an on-site inspection. We then produced construction drawings, specifications, bid documents and construction cost estimates to Wood County Schools. Pickering Associates also assisted with contractor bid evaluation, the development of the Owner-Contractor agreement, attended key construction meetings, and performed construction inspections.



WOOD COUNTY SCHOOLS

BOARD OF EDUCATION STRUCTURAL REMEDIATION

PROJECT SPECS:

PROJECT COST
$ 85,525

SQUARE FOOTAGE
12,000 SF

DESIGN COMPLETION
DECEMBER 2010

CONSTRUCTION COMPLETION
AUGUST 2011

SERVICES PROVIDED

STRUCTURAL

CLIENT CONTACT

MICHAEL FLING
ASSISTANT SUPERINTENDENT
P) (304) 420- 9663
E) MFLING@K12.WV.US

Pickering Associates performed a structural assessment for the Wood County Board of Education concerning wall and floor cracking they were experiencing in their office building. Over time, minor cracking in the Board of Education office's concrete slab had reportedly grown with no apparent natural resolution. The damage was limited to one small area, but the Board hoped to take care of the issue before it had a chance to become more widespread.

Pickering Associates provided a report of the damage and the current structural adequacy of the floor, investigated the potential causes and offered recommendations for repair including the associated conceptual cost estimate.

Resolution and repairs included the site drainage modifications, foundation repair system application and miscellaneous masonry/concrete reconstruction. Temporary shoring was installed and during all construction, the building was strictly monitored for shifting or movement. The windows on the affected side of the building were removed and stored for re-installation. The contractor excavated and installed 15 helical soil anchors and replaced lintel bearing masonry. The windows were reinstalled and sealed and interior finishes were replaced. Additional tuck-pointing was performed on the exterior brick, the drainage was replaced around the footings and the site was regarded, landscaped and seeded.

The expertise and professionalism of the contractor along with quick response times by the engineer allowed this project to proceed quickly with minimum disruption to the daily activities of the occupants.

OHIO UNIVERSITY

CRAWFORD HALL WALK REPAIRS

PROJECT SPECS:

PROJECT COST
$120,000

LINEAR FOOTAGE
38 LINEAR FEET

DESIGN COMPLETION
AUGUST 2013

CONSTRUCTION COMPLETION
OCTOBER 2013

SERVICES PROVIDED

STRUCTURAL

CLIENT CONTACT

DAVE BROWN
PROJECT ENGINEER
P) (740) 593-4771
E) BROWND5@OHIO.EDU

Ohio University requested Pickering Associates provide design and limited construction administration services relating to reconstruction of a deteriorated portion of a concrete walk in front of Crawford Hall. Our engineers provided the construction drawings and a construction cost estimate for the project.

Pickering Associates' engineers reviewed the existing project documentation and perform a limited visual inspection of the existing conditions of Crawford Hall. Our engineers created CAD drawings showing the general existing construction and relevant conditions and researched the applicable requirements of governing authorities having jurisdiction. Engineers coordinated with the existing conditions for the concrete demolition limits and identified potential structural impacts on drawings.

Pickering Associates prepared and reviewed the drawings with Ohio University. Our engineers completed elevated slab, topping, and partial stir designs incorporating OU's conceptual comments when possible and designed slab support connections at face at the face of existing walls where previously removed existing concrete was removed via saw-cut. Pickering Associates provided complete construction drawings and cost estimation as well as prepared the city and state building permit applications and walk-thru respective authority. Our engineers attended pre-construction meetings, created meeting minutes, and issued them to Ohio University for distribution. Lastly, our engineers performed pre-pour, post-pour, and final walk-thru on-site construction inspections, prepared meeting minutes.

NOBLE LOCAL SCHOOL DISTRICT

HVAC RENOVATIONS

PROJECT SPECS:

PROJECT COST
$2.3M

SQUARE FOOTAGE
63,000 SF

DESIGN COMPLETION
JUNE 2017

CONSTRUCTION COMPLETION
SEPTEMBER 2017

SERVICES PROVIDED

ARCHITECTURE
ELECTRICAL
MECHANICAL
PIPING
PROJECT MANAGEMENT

Pickering Associates was hired by the Noble Local School District to renovate the K-8 Building to completely redo the entire HVAC and cooling systems for the entire building. Pickering Associates performed a complete evaluation of the structure and the conditions it was in as well as a development plan of where to put the new systems.

The project required the skill set of the Structural, Mechanical, Architectural, Plumbing, and Electrical design. The entire system was completely replaced and upgraded to improving heating efficiency as well as install a new cooling system that the school did not have prior to the renovations. Pickering Associates performed all the Bidding and Construction Administration for the construction phase of the project, and it was completed in the summer of 2017 and was completed within the three-month period while administrative staff occupied the facility.

CLIENT CONTACT

DAN LEFFINGWELL
SUPERINTENDENT
P) (740) 732-2084
E) DAN.LEFFINGWELL@GOZEPS.ORG

WOOD COUNTY COURTHOUSE

AIR HANDLER REPLACEMENT

PROJECT SPECS:

PROJECT COST
$132,000

SQUARE FOOTAGE
17,500 SF

DESIGN COMPLETION
AUGUST 2010

CONSTRUCTION COMPLETION
JANUARY 2011

SERVICES PROVIDED

ELECTRICAL
MECHANICAL

CLIENT CONTACT

MARTY SEUFER
WOOD COUNTY COMM. ADMINISTRATOR
P) (304) 424-1984
E) SEUFER@WOODCOUNTYWV.COM

The Wood County Commission replaced the aging air handlers in the courthouse in two phases. The first phase replaced the units serving the first and second floors. Pickering Associates was involved in the second phase of the project, which replaced the air handling units serving the third and fourth floors.

Pickering Associates provided limited engineering services in order to bid and replace four new packaged 10-ton indoor air-handling units with hot water coil option in the attic space of the courthouse, two new outdoor 20-ton air cooled condensing units and boilers for supplying hot water to coils in air-handling units.

Construction was difficult due to the location of the equipment, and the necessary routing though old chases in this historic facility.

Due to the current weather conditions at the time of construction, it was necessary to keep the existing units in operation until the last possible moment. Changeover was coordinated for unoccupied periods.

CITY OF MARIETTA

CITY OF MARIETTA COURTHOUSE RENOVATION

PROJECT SPECS:

PROJECT COST
$2,034,354

SQUARE FOOTAGE
14,058

DESIGN COMPLETION
DECEMBER 20, 2013

CONSTRUCTION COMPLETION
OCTOBER 2014

SERVICES PROVIDED

ARCHITECTURE
CIVIL
ELECTRICAL
MECHANICAL
STRUCTURAL
SURVEYING
CONSTRUCTION MANAGEMENT

CLIENT CONTACT

JOE TUCKER. P.E.
CITY ENGINEER
P) (740) 373- 5495
E) JOETUCKER@MARIETTAOH.NET

Pickering Associates completed a major renovation project at the Marietta City Hall and Fire Department Building in Downtown Marietta, Ohio. The renovations provided upgrades for the City that would gain the most impact with the least amount of construction dollars. Upgrades were made to offices, police department and the fire department. The renovation was essential to alleviate space deficiencies and included many upgrades that were necessary for building code and ADA compliance.

Scope of work for the project included upgrades to the Mayor's office suite, relocation of the Auditor's and Treasurer's offices, relocation of the Police department to provide a more functional space out of the flood plain, and upgrades for the fire department. Some of the major goals that were accomplished included: Addition of a three-stop elevator that provided ADA access to all levels of the building, new ADA compliant toilet facilities, consolidation of Police department operations for a more functional program, upgrades to all mechanical, electrical, and plumbing systems, a new EPDM roof and exterior upgrades, as well as a new training and meeting room for the current fire department.

Pickering Associates provided conceptual design services and overall master planning for the project, and worked with the various City departments to fully understand the needs of each group. Our architects and engineers also assisted the City with many presentations to City Council and various City committees. Once approved, construction drawings were prepared, and Pickering provided full Bidding and Construction Administration services for the project - including constructability reviews and project inspections for the City throughout the duration of the project.

SEAN G. SIMON, AIA, NCARB

BRANCH MANAGER
SENIOR CONSTRUCTION ADMINISTRATOR
PROJECT ARCHITECT
COST ESTIMATING
QUALITY REVIEW OF FINAL BID PACKAGES

BACKGROUND:

EDUCATION

CONSTRUCTION SPECIFICATIONS INSTITUTE
CONSTRUCTION DOCUMENT TECHNOLOGIST

UNIVERSITY OF TENNESSEE
PROFESSIONAL BACHELOR OF ARCHITECTURE

LICENSES

PROFESSIONAL ARCHITECT
WV

YEARS EXPERIENCE

28 YEARS

QUALITY IS NOT AN ACT, IT IS A HABIT.

Aristotle

- Twenty- eight years of experience in architectural programming, design, construction document production, and construction contract administration.
- Previously the Director of Construction Services at Silling Architects.
- Project Architect for South Branch Cinema 6. This project included a 6 screen movie theater, which included 3 different theater sizes and a total of 800 seats.
- Project Architect for over 10 different banking facilities located throughout Virginia and West Virginia.
- Project Architect for a one story facility for the Beckley State Police/ Department of Motor Vehicle.
- Project Architect for a new Urgent Care facility in Moorefield, WV.
- Project Architect for the Monumental sign for Robert C. Byrd Courthouse in Charleston, WV
- Project Architect for a renovation project for the Social Security and Department of Labor Office in Parkersburg, WV.
- Project Architect for construction a new vet clinic for the Lost River Vet Clinic.
- Project Architect for the construction of the original Eastern Community College.
- Project Architect for the construction of an 8,400 sf facility for the Moorefield National Guard Armory.
- Project Architect for an office headquarter design that was 2 stories at 35,000 sf and designed for a future 3rd floor.
- Project Manager for the replacement of a Linear Accelerator at Camden Clark.
- Project Manager for a $3.5M storm water piping and separation project at Kraton Polymers.
- Cost estimating for various projects.

MARK MOORE, P.E.

ELECTRICAL ENGINEER

BACKGROUND:

EDUCATION

WEST VIRGINIA UNIVERSITY INSTITUTE OF TECHNOLOGY
B.S. ELECTRICAL ENGINEERING

LICENSES

PROFESSIONAL ENGINEER
WV, MD

YEARS EXPERIENCE

18 YEARS

SUCCESS IS NO ACCIDENT. IT IS HARD WORK, PERSEVERANCE, LEARNING, STUDYING, SACRIFICE AND MOST OF ALL, LOVE OF WHAT YOU ARE DOING OR LEARNING TO DO

Pele

- GEN-2018
- Electrical Engineer for Randolph County Development Authority at Armstrong Manufacturing in Beverly, WV.
- Electrical Engineer for a Commercialization Station for the City of Bluefield, WV.
- Electrical Engineer for upgrades and installation of a new building complex that allows for Fermentation, Chiller Relocation in Maxwelton, West Virginia.
- Electrical Engineer for HVAC renovations for Cabell Huntington Hospital located in Huntington, WV.
- Electrical Engineer for Ona Transmitting Station Electrical Study for WSAZ television station located in Charleston, WV.
- Electrical Engineer for renovations made at the Memorial EP Lab Charleston Area Medical Center in Charleston, WV.
- Electrical Engineer for renovations performed in the Wound Care Clinic at Cabell Huntington Hospital in conjunction with Ed Tucker Architects, in Huntington WV.
- Electrical Engineer for phase 2 renovations for the new Music Therapy program facility at Marietta College in Marietta, OH.
- Prior to joining Pickering Associates was an Electrical Engineer for Boiler replacement and renovations project for the West Virginia Capital Complex.
- Prior to joining Pickering Associates was an Electrical Engineer for a Keephills Coal Handling Project at Epcor in West Virginia.

SPENCER KIMBLE, P.E.

CIVIL ENGINEERING DEPARTMENT MANAGER
PROJECT MANAGER
CIVIL ENGINEER

BACKGROUND:

EDUCATION
WEST VIRGINIA UNIVERSITY
B.S. CIVIL ENGINEERING

LICENSES
PROFESSIONAL ENGINEER
WV, OH

YEARS EXPERIENCE
13 YEARS

A SHIP IN PORT IS SAFE, BUT THAT IS NOT WHAT SHIPS ARE FOR. SAIL OUT TO SEA AND DO NEW THINGS.

Rear Admiral Grace Hopper

- Civil Engineer for approximately 3,925 linear foot water-line and meter replacement in Devola, OH.
- Project Manager and Civil Engineer for over 40 horizontal drilling locations throughout WV and Ohio.
- Construction manager for multiple oil and gas projects throughout Ohio and West Virginia.
- Civil Engineer for a new subdivision in Marietta, OH.
- Civil Engineer for a new retail business in Utica, OH.
- Civil Engineer for a new restaurant in Vienna, WV.
- Lead Civil Engineer for the design of $1.8M physical therapy administrative building on Parkersburg, West Virginia.
- Civil Engineer for Phase 1 and 2 of the Larry Lang First Colony Development.
- Lead Civil Engineer for the design of two medical office buildings totaling approximately 30,000 SF near the traffic circle in Parkersburg, WV.
- Civil Engineer for two new $8M full service maintenance facilities for state DOT operations.
- Lead Civil Engineer for construction of a new 4 story hotel in Parkersburg, WV.
- Civil Engineer for addition and renovation for the Emerson Public Library in Parkersburg, WV.
- Civil Engineer for addition and renovation for Mid Ohio Valley Technology Institute in Saint Marys, WV.
- Civil Engineer for addition and renovation for the Emerson Public Library in Parkersburg, WV.
- Civil Engineer for addition and renovation for Mid Ohio Valley Technology Institute in Saint Marys, WV.
- Civil Engineer for the addition of a new Chiller Plant to a hospital in Huntington, WV.
- Civil Engineer for the renovations to existing parking lots for a hospital in Parkersburg, WV.

JEFFREY HOSEK, P.E. LEED AP

MECHANICAL ENGINEER
LEED PROJECT ENGINEER
MECHANICAL ENGINEERING DEPARTMENT MANAGER

BACKGROUND:

EDUCATION
UNIVERSITY OF AKRON
B.S. MECHANICAL ENGINEERING

LICENSES
PROFESSIONAL ENGINEER
W.VA., OHIO, KY., PA., LA., VA., MINN.
LEED AP (BD&C)

YEARS EXPERIENCE
21 YEARS

SOMETIMES THE QUESTIONS ARE COMPLICATED AND THE ANSWERS ARE SIMPLE.

Dr. Seuss

- LEED Commissioning Project Manager on a design/build project for Washington Electric Cooperative in Marietta, Ohio.
- LEED Commissioning Project Manager for Kent State University which included a complete renovation to the fine arts building.
- LEED Mechanical engineer for a new 500,000 square foot distribution center and administration building for Honda American Motors.
- LEED Project Manager for converting a downtown Columbus, Ohio fire station into a local family health center.
- Mechanical Engineer for a new FBI field office in Cleveland, Ohio.
- Mechanical engineer for a new two story annex to the Vienna Volunteer Fire Department in Vienna, West Virginia.
- Mechanical Engineer of record for the design of a new $25M high-rise dormitory at Glenville State College, in Glenville, W.Va.
- Project Manager performing an intense study to assess redundant cooling to Ohio University's Computer Center in Athens, Ohio.
- Lead Mechanical Engineer for an area of the hospital to be leased by a Physical Therapy provider.
- Project Manager and Mechanical Engineer for a new medical office building for O'Bleness Hospital in Athens, Ohio.

ERIC SMITH, PE

DEPARTMENT MANAGER
STRUCTURAL ENGINEER

BACKGROUND:

EDUCATION

MARSHALL UNIVERSITY
M.S. ENGINEERING MANAGEMENT
WEST VIRGINIA UNIVERSITY
B.S. CIVIL ENGINEERING

LICENSES

PROFESSIONAL ENGINEER
W.VA. & OHIO

YEARS EXPERIENCE

14 YEARS

PERFECTION IS NOT ATTAINABLE, BUT IF WE CHASE PERFECTION WE CAN CATCH EXCELLENCE.

Vince Lombardi

- Structural Engineer on Eureka Hunter Pipeline, L.L.C. Low Water Crossing.
- Civil Engineer on several projects for the City of Marietta.
- Generated detailed engineering drawings, quantities, and material estimates for bridge replacements for various counties in Ohio.
- Reviewed drawing designed for The Point Commercial Park for Lawrence Economic Development Corporation.
- Reviewed structural drawings for a new addition of the Holzer Clinic and evaluated adequacy of the structural members and connections.
- Senior Project Manager and Structural Engineer of Record for Catwalk repairs at Ohio University in Athens, Ohio.
- Structural Engineer of Record for NESHAP improvements at Eramet Marietta, Inc.
- Structural Engineer of Record for the Ohio Department of Transportation Facility of Washington County, Ohio.
- City of Marietta City Hall Renovations, Marietta, Ohio.
- City of Marietta Wastewater Treatment Plant Renovations, Marietta, Ohio.
- Marietta City Armory Renovations, Marietta, Ohio.
- Bridge Project for Orion.
- General Projects for Local Industrial Plants.
- Roof and Elevator Project for Christ United Methodist Church Marietta, Ohio.

PATRICK FLORA, E.I.

PIPING ENGINEERING DEPARTMENT MANAGER
PROJECT MANAGER
PIPING ENGINEERING
PROCESS ENGINEERING

BACKGROUND:

EDUCATION

MARSHALL UNIVERSITY
M.S. ENGINEERING MANAGEMENT

WEST VIRGINIA UNIVERSITY
B.S. CHEMICAL ENGINEERING

YEARS EXPERIENCE

5 YEARS

THE ONLY WAY TO DO GREAT WORK IS TO LOVE WHAT YOU DO.

Steve Jobs

- Process Engineer and BIM Specialist for fluidized bed dryer expansion project.
- Piping Engineer and BIM Specialist for new process train at a global chemical manufacturer.
- Detailed pipe design for an industrial waste water treatment plant.
- Developed P&IDs for green-field oil and gas sites. Developed PFDs and P&IDs for various oil and gas sites based on clients well data.
- PHA scribe. Assisted Process Hazard Analysis facilitator in PHA prep work.
- Field verified and documented existing utility piping for large industrial site.
- Preliminary pipe design to decrease manual hose process connections.
- BIM Specialist for industrial equipment and pipe design for multiple industrial sites.
- Piping Engineer and Project Manager for a solvent recovery operation.
- FEL study of a new packed bed scrubber. Explored the cost impacts of the installation of a new packed bed water scrubber to an existing train.
- Piping Engineer and Project Manager for a trial process in an existing facility.

REFERENCES

City of Marietta
Marietta, OH

Joseph Tucker, P.E., City Engineer
(P) (740) 373-5495
(E) joetucker@mariettaoh.net

Parkersburg and Wood County Public Library
Parkersburg, WV

Brian E. Raitz, Director
(P) (304)420-4587 ext. 501
(E) raitzb@park.lib.wv.us

City of Vienna
Vienna, WV

Randall Rapp, Mayor of Vienna
(P) (304) 295-5070
(E) rcrapp@suddenlink.net

Washington County Public Library
Marietta, WV

Justin Mayo, Director
(P) (740) 373-1057

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: GSD2000000003

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)

[x]	Addendum No. 1	[ ]	Addendum No. 6
[ ]	Addendum No. 2	[ ]	Addendum No. 7
[ ]	Addendum No. 3	[ ]	Addendum No. 8
[ ]	Addendum No. 4	[ ]	Addendum No. 9
[ ]	Addendum No. 5	[ ]	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 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.

Pickering Associates
Company

Authorized Signature

October 23, 2019
Date

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

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.

Traci Stotts, VP Marketing

(Name, Title)

Traci Stotts, VP Marketing

(Printed Name and Title)

11283 Emerson Avenue; Parkersburg, WV 26104

(Address)

Phone Number: 304-464-5305 Fax Number: 304-464-4428

(Phone Number) / (Fax Number)

tstotts@pickeringusa.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.

Pickering Associates

(Company)

Traci L. Stotts VP Marketing

(Authorized Signature) (Representative Name, Title)

Traci L. Stotts, VPMarketing

(Printed Name and Title of Authorized Representative)

October 23, 2019

(Date)

Phone Number: 304-464-5305 Fax Number: 304-464-4428

(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 exceed 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: Pickering Associates

Authorized Signature: [signature] Date: October 23, 2019

State of West Virginia

County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 23rd day of October, 2019

My Commission expires March 15th, 2021

AFFIX SEAL HERE

NOTARY PUBLIC OFFICIAL SEAL
STEPHANIE L DONAHOE
State of West Virginia
My Commission Expires
March 15, 2021
232 Henson Ave Charleston, WV 25303

NOTARY PUBLIC Stephanie L Donahoe