

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

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WV PURCHASING
DIVISION

VARIOUS GSD MAINTENANCE PROJECTS

CEOI 0211 GSD2000000004

EXPRESSION OF INTEREST BY:
PICKERING ASSOCIATES

February 26, 2020



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 K. Pettrey, Senior Buyer
2019 Washington Street East
Charleston, WV 25305-0130



Ms. Pettrey,

Pickering Associates is pleased to have the opportunity to submit this proposal for providing Architectural/Engineering services for General Services Division Building Four Renovations Project. 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,

A handwritten signature in red ink, which appears to read "Sean G. Simon, AIA". The signature is written in a cursive style and is positioned above the printed name of the signatory.

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.

Architecture

Traci Stotts, AIA, NCARB

Building Information Modeling

Chris Algmin, AIA, NCARB

Construction Administration

Ronald Arnold

Surveying

Bill Showalter, P.S.

BRANCH MANAGERS

Athens

John Bentz, P.E.

Charleston

Sean Simon, AIA, NCARB

Fairmont

Pamela Wean, AIA

YOUR PROJECT

The purpose of your project is to obtain design services, construction bidding documents and contract administration for renovations of Building Four for the General Services Division.

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 and phasing 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: General

Interested firms should indicate how their documented Qualifications and Project Experience and Project Approach would impact a phased construction project in occupied office space.

Pickering Associates has vast experience with phasing construction. We have phased construction on office renovations to healthcare additions/renovations and industrial work as well.

Goal/Objective 2: Sustainability

Sustainability and sensible, life-cycle cost oriented design methods are to be used on this project, though LEED certification is not being sought by the Agency for the project.

Pickering Associates is a LEED affiliated firm. We have architects and engineers that are current with LEED registration and the firm has completed multiple projects ranging from the certified level to platinum. We use software and best engineering practices to provide

the end user the most energy efficient building systems. When you combine this with providing architectural design that works with these systems for insulation and avoidance of solar heating, you end up with an energy efficient building.

Goal/Objective 3: Shell/Core/Infrastructure Renovations

Interested firms should indicate how their Qualifications and Project Experience and their Project Approach and Methodology would be applied to address the established design parameters and goals.

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 will look for any opportunity to reduce the overall projected schedule as well as project budget.

Goal/Objective 4: Programmatic Design for All Floors

Interested firms should indicate how their Qualifications and Project Experience and their Project Approach and Methodology would be applied to provide for full design covering multiple, potentially disparate tenant State agencies.

Consensus building is essentially mediation of a conflict which involves many parties and is usually carried out by a facilitator that moves through a series of steps.

Project manager identifies all of the parties who should be involved, and recruits them into the process. We propose a process and an agenda for the meeting, but allow the participants to negotiate the details of the

YOUR PROJECT CONTINUED...

process and agenda - giving the participants a sense of control of the process. This process builds trust between the participants and the project manager, between the participants themselves, and with the overall process.

Defining and often re-defining the conflict is usually the next step. The project manager will get the participants to define the issues in terms of interests, which are usually negotiable, rather than positions, values, or needs, which usually are not. The project manager will then get the participants to brainstorm alternative approaches to the problem. This is typically done as a group effort, in order to develop new, mutually advantageous approaches. After the participants generate a list of alternate solutions, these alternatives are carefully examined to determine the costs and benefits of each (from each party's point of view), and any barriers to implementation are documented. Eventually, the choice is narrowed down to one approach which is modified, until all the parties at the table agree to the solution. The project manager then takes the agreement back to the owner for discussion and approval.

Goal/Objective 5: Common Area Renovations

Interested firms should indicate how their Qualifications and Project Experience and their Project Approach and Methodology would be applied to modernize the building's life/safety compliance while meeting all historic preservation requirements.

Pickering Associates' Project Manager would meet with the stakeholders, WV State Historic Preservation Office, Capitol Building Commission and WV State Fire Marshal, to review the requirements, develop a plan based on these requirements.

Goal/Objective 6: Furniture, Fixtures & Equipment

Interested firms should indicate how their Qualifications and Project Experience and their Project Approach and Methodology would be applied to accommodate the interior design approach. Firms should address how they would coordinate individual tenant interior design with holistic building approaches.

Our full-service design firm has all the architectural, interior design and engineering and disciplines in-house that will be needed to complete your project. Our Project Manager will meet with the individual tenants and the Owner to ensure that there is continuity throughout.

Our Unique Qualities:

We believe that Pickering Associates has many unique qualities that set us apart from other firms. Below is a list of qualities that we feel are worth calling attention to:

- 1) Full Service Firm: Pickering Associates is a Full-Service A/E firm. We have all architects and engineers in-house, including surveyors. We can effectively and efficiently communicate with our entire team thus ensuring a well-coordinated design effort.
- 2) Our Experience: We have completed other similar design projects and have assembled an experienced project team that works well together. We understand the needs of your facility and believe that our work with the WVDNR on prior projects gives us an insight to the scope and design that other firms may not offer.
- 3) Our Technology: Pickering Associates uses Building Information Modeling (BIM), 3D Scanning, Virtual Reality, and 3D printing technology in developing our project concepts throughout the design process, as needed. These tools also allow for us to better communicate the final layout and look of the project with our clients and allows our clients to experience what the project will look like prior to construction.
- 4) Our Communication: Our Project Manager will provide consistent communication with all project stakeholders throughout the project design. We make sure that the project scope and schedule are aligned with the project requirements, and the client's desires and expectations.

YOUR PROJECT

Project Owner

West Virginia State
Department of Administration
General Services Division

LEADERSHIP

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 TEAM

Electrical Engineering

Mark A. Moore, P.E.

Structural Engineering

Eric Smith, P.E.

Piping Engineering

David Boggs, P.E.

HVAC Engineering

Jeff Hosek, P.E. LEED AP

Civil Engineering

Spencer Kimble, P.E.



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.

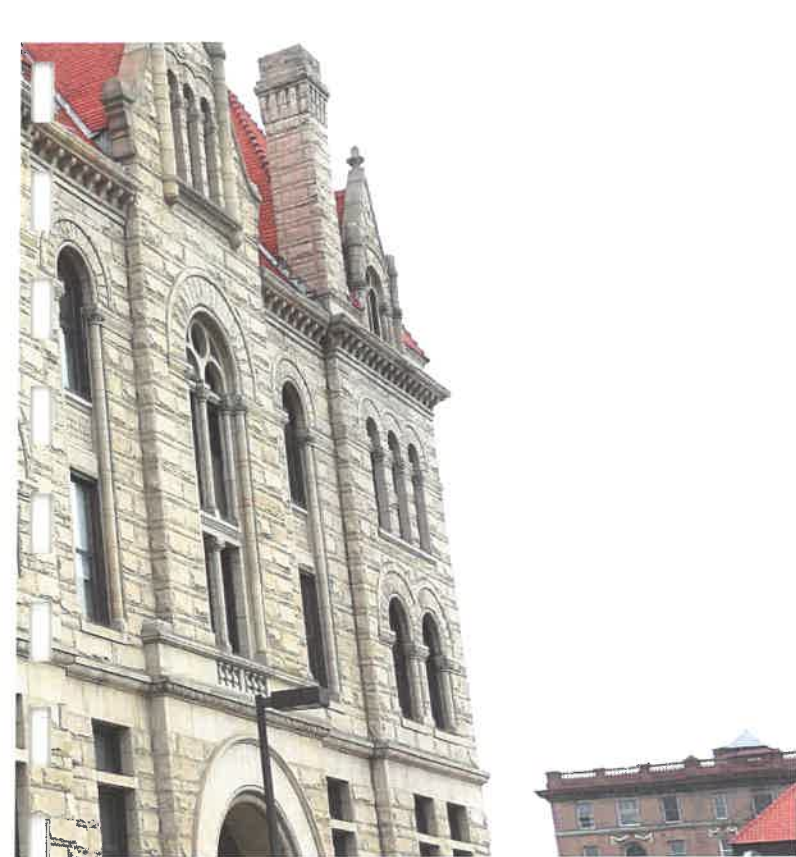
Civic buildings also present a unique design for the team selected for a project by the fact that potentially every component of the design will be subjected to an expanded range of users that are normally not present in other facility designs. Pickering throughout the years has been able to engage with 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:

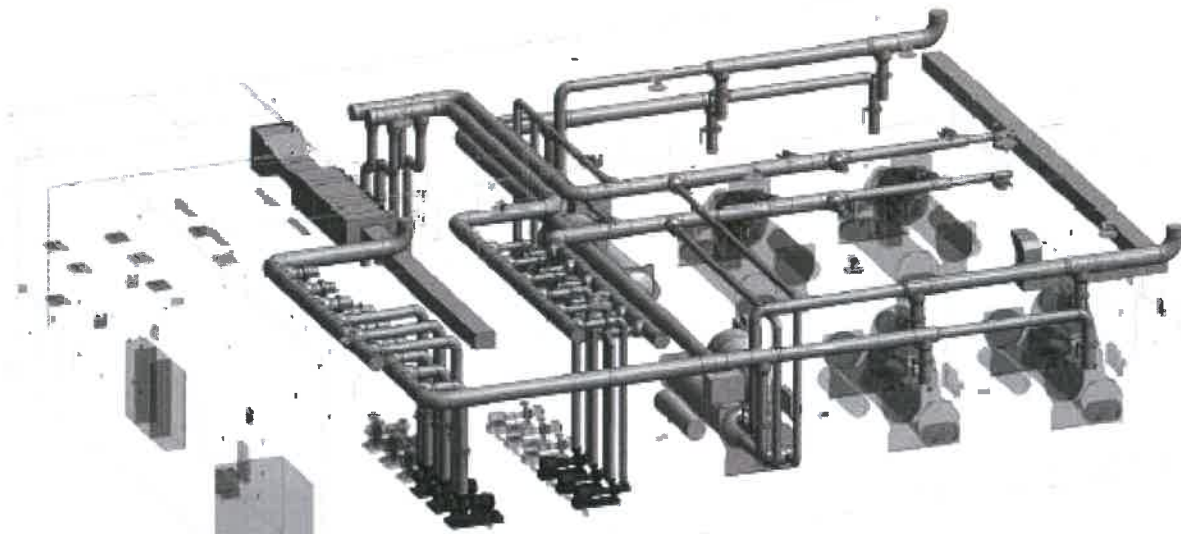
Sean G. Simon, AIA, NCARB
Branch Manager/Project Manager
(P) (304)345-1811 EXT: 1116
(E) ssimon@pickeringusa.com

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 Planning 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



CITY OF PARKERSBURG

DOWNTOWN OFFICE BUILDING RENOVATIONS

PROJECT SPECS:

PROJECT COST
\$750,000

SQUARE FOOTAGE
6,148 SF

DESIGN COMPLETION
JUNE 2016

CONSTRUCTION COMPLETION
NOVEMBER 2016

SERVICES PROVIDED

ARCHITECTURE
ELECTRICAL
MECHANICAL
PIPING
STRUCTURAL

CLIENT CONTACT

LAURIE FAIRCHILD
TITLE
P) (703) 887-7299
E) FPSGOV13@GMAIL.COM

Pickering Associates was hired to conduct renovations to a communal office building location in Parkersburg, WV. The facility houses three different government agencies including, the Department of Labor, Social Security Administration, and the Internal Revenue Service. The team worked with all of the clients to develop a renovation design for the entire facility. This required demolition plans, overall fire safety and code review services, and a completely new design layout for the entire work space, including most of the common space areas, toilet room renovations, storage spaces, data and communications rooms.

The renovations included providing a replacement for an existing split system for a new central air handler station with VAV zones. Design also included updates to the kitchenette area for new plumbing and sink installation, as well as a coffee bar station. The team also developed a new electrical plan for the entire floor to ensure installation of a new lighting system and emergency/egress lighting would meet requirements. A new security system was installed and all the specifications for a new communications and wiring system.





PROJECT SPECS:

PROJECT COST
\$ 125,792

SQUARE FOOTAGE
80,000

DESIGN COMPLETION
DECEMBER 2010

CONSTRUCTION COMPLETION
SEPTEMBER 2011

SERVICES PROVIDED

ELECTRICAL
ARCHITECTURE
PROJECT MANAGEMENT
CONSTRUCTION MANAGEMENT

CLIENT CONTACT

ALICE HARRIS
EXECUTIVE VICE PRESIDENT
P) (304) 424- 8000
E) EHARRI13@WVUP.EDU

Pickering Associates was hired by West Virginia University at Parkersburg to provide all Electrical design work and to manage the bid process and Construction Administration for an electrical upgrade in WVU-P's downtown facility.

Pickering Associates provided design and engineering to install a new 1200A, 480V electrical service and electrical distribution system in the West Virginia University at Parkersburg Downtown Facility. The project included a new main distribution panel and subpanels throughout the building for future building loads.

In order to fully upgrade the electrical systems, the project entailed the complete demolition and removal of the existing electrical distribution systems and service entrances. A new service entrance, main distribution panel and associated distribution panel board were also required. A scope change was implemented to add Architect and Project Management Services to the project.

This building has since then been renovated by Pickering Associates to accommodate local businesses.





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 through 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.



UNIVERSITY OF CHARLESTON INNOVATION CENTER

PROJECT SPECS:

PROJECT COST
\$16,000,000

SQUARE FOOTAGE
70,000

DESIGN COMPLETION
MAY 2015

CONSTRUCTION COMPLETION
JANUARY 2017

SERVICES PROVIDED

ARCHITECTURE
PROJECT MANAGEMENT
CONSTRUCTION MANAGEMENT

CLIENT CONTACT

CLETA M. HARLESS
EXECUTIVE VICE PRESIDENT & CFO
P) 304-357-4800
E) CLETAHARLESS@UCWV.EDU

The Russell & Martha Wehrle Innovation Center and The H. Bernard Wehrle, Sr. Athletic Arena was designed as a renovation of the existing gymnasium with the addition of an innovation center. The new facility houses over 70,000 square foot on the owner's campus and marries the old facility with the new addition, while remaining true to its heritage and blending within the fabric of the campus. The original gym, completed in 1947, posed many challenges to the design and construction teams in order to bring the 70 year old building up-to-date while incorporating it into a modern building to be used for many years to come.

The program for this dramatic addition to the current gymnasium includes a large, two story atrium, a hall of fame, concessions, an innovation hub featuring exhibit space, meeting rooms, classrooms, and team work space, athletic training facilities and locker rooms, conference rooms, a Presidential Suite, video rooms, and offices.

The Innovation Center has become a prestigious gathering place for both students and the community. The University of Charleston has always been open to the community and this center epitomizes their commitment to the community. In keeping with the focus of the building and the owner's mission, every part of the building is equipped with cutting edge technology to enhance both the student's innovation and imagination while providing visitors with a stunning experience. In addition, the project truly captures the owner's focus to be a leader in innovation while remaining a great steward of the resources granted to them





MARIETTA COLLEGE

MILLS HALL RENOVATIONS

PROJECT SPECS:

PROJECT COST
\$500,000

SQUARE FOOTAGE
14,227SF

DESIGN COMPLETION
MARCH 2019

CONSTRUCTION COMPLETION
FALL 2019

SERVICES PROVIDED

ARCHITECTURE
ELECTRICAL
MECHANICAL
STRUCTURAL
PIPING
PROJECT MANAGEMENT

CLIENT CONTACT

FRED SMITH
DIRECTOR OF PHYSICAL PLANT
P) (740) 376-4367
E) SMITHF@MARIETTA.EDU

Marietta College hired Pickering Associates to design renovation plans for Mills Hall on the campus to accommodate needs for the Communications and Psychology Departments. Major renovations will take place on the third floor of the building, with finish and system upgrades only on floors one and two. One wall will be added on the fifth floor to divide an existing classroom into two spaces, and existing windows will be replaced on the ground floor, basement and third floors.

Conceptual designs were completed for the third floor. The renovations will create areas for: a large classroom, a computer lab, two therapy rooms, six office spaces, a waiting area, new men/women's restrooms, and a new housekeeping closet.

There will be a new HVAC systems and LED lighting to floors one, two and three. The HVAC system on these floors is a variable refrigerant flow (VRF) system with either floor or wall mounted units and hyper-heat model heat pump. Electrical upgrades associated with this project are expected to be minimal for the new equipment installations. Upgrades will include feeder breakers for equipment from existing distribution panelboards.

Pickering Associates provided Marietta College with Architectural design, Plumbing engineering, Mechanical engineering, Electrical engineering and Structural Engineering. This project is currently in the construction phase and is set to be completed in the early Fall of 2019.



PROJECT SPECS:

ESTIMATED PROJECT COST
\$3 MILLION

SQUARE FOOTAGE
28,000 SF

DESIGN COMPLETION
TBD

CONSTRUCTION COMPLETION
TBD

SERVICES PROVIDED

ARCHITECTURE
BIM DESIGN
CIVIL
LANDSCAPE ARCHITECTURE
STRUCTURAL
MECHANICAL
ELETRICAL
PLUMBING
PROJECT MANAGEMENT
CONSTRUCTION ADMINISTRATION

CLIENT CONTACT

BRAD LESLIE
CHIEF ENGINEER
P) (304) 558-2764
E) BRAD.S.LESLIE@WV.GOV

Pickering Associates is working with the West Virginia Division of Natural Resources (WVDNR) to perform design services for redecorating and renovating the North Bend State Park Lodge building in Cairo, West Virginia. The project includes replacement of the existing membrane roofing system (approximately 16,000 SF), exterior modifications to improve the main front entrance area of the building, and design of a pergola structure at the existing outdoor dining area.

Interior improvements include: Window replacement and addition of select new window locations, door replacement and access control, new flooring throughout the building, public toilet room upgrades, wall and ceiling finish replacement, plumbing fixture replacement, water heater replacement, new LED lighting, addition of a fire alarm system, replacement of kitchen hood system, replacement of PTAC units in guest rooms, new mechanical system in dining room and lobby areas to replace existing PTAC units, add HVAC/fresh air to existing corridor spaces, addition of a small diesel standby generator, and material, color & furniture selection.

Construction is expected to begin in May 2020.



ARMSTRONG FLOORING PLANT EXPANSION

PROJECT SPECS:

PROJECT COST
\$7,800,000

SQUARE FOOTAGE
75,000

DESIGN COMPLETION
JUNE 2018

CONSTRUCTION COMPLETION
OCTOBER 2019

SERVICES PROVIDED

ARCHITECTURE
CIVIL
ELECTRICAL
MECHANICAL
PIPING
STRUCTURAL
PROJECT MANAGEMENT
CONSTRUCTION MANAGEMENT

CLIENT CONTACT

ROBERT L. MORRIS, JR.
EXECUTIVE DIRECTOR
P) 304-637-0803
E) ROBBIE@RCDAWV.ORG

The Randolph County Development Authority hired Pickering Associates to design a 75,000 square foot plant manufacturing and storage expansion for Armstrong Hardwood Flooring. Pickering prepared a Preliminary Engineering Report to aid in acquiring funding for the expansion.

The construction needed to be phased in order to keep manufacturing operations functioning. The new structure is being constructed one half at a time so that existing loading docks remain operational until the new loading docks can be used. The completed project scope includes creating 7 outbound loading docks, 3 inbound loading docks, 2 flatbed loading zones all located under a covered canopy area. An area of sorting racks, matching their current system, which can handle approximately 500 +/- incomplete pallets at one time. Indoor storage area for 352 +/- bins which will hold 4 to 5 stacked pallets (in depth and height) with a floor tagging system to match the current system in use. Cross flow ventilation provided during the cooling season, space heating and humidification provided during the heating season for the storage and sorting areas. An area around each loading dock is dedicated to pre-shipment sorting and organizing for staging. Charging stations/bays for 4 forklifts. Video security system and wireless network access throughout the facility and a scale system.





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

- Twenty- eight years of experience in architectural programming, design, construction document production, and construction contract administration.
- Project Architect for WV Governor's Mansion exterior evaluation and renovations.
- Project Architect for WV State Tax and Revenue Building Renovations.
- Project Architect for Mathiasis/Baker Fire Station.
- Project Architect for USDA Offices in Moorefield, WV.
- 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, W.Va.
- Project Architect for the Monumental sign for Robert C. Byrd Courthouse in Charleston, W.Va.
- Project Architect for a renovation project for the Social Security and Department of Labor Office in Parkersburg, W.Va.
- 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.

QUALITY IS NOT AN ACT,
IT IS A HABIT.

Aristotle



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, PER-
SEVERANCE, LEARNING,
STUDYING, SACRIFICE
AND MOST OF ALL, LOVE
OF WHAT YOU ARE DOING
OR LEARNING TO DO

Pele

- 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

- 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.

SOMETIMES THE QUESTIONS ARE COMPLICATED AND THE ANSWERS ARE SIMPLE.

Dr. Seuss



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

- 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.

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

Vince Lombardi



DAVID BOGGS, P.E.

EXECUTIVE VICE PRESIDENT OF DESIGN
SENIOR MECHANICAL ENGINEER,
SENIOR PLUMBING ENGINEER

BACKGROUND:

EDUCATION

MARSHALL UNIVERSITY
M.S. ENGINEERING MANAGEMENT

VIRGINIA TECH.
B.S. MECHANICAL ENGINEERING

LICENSES

PROFESSIONAL ENGINEER
WV & OH

YEARS EXPERIENCE

23 YEARS

- Project Manager and Plumbing Engineer of record for the MEP services on a \$25MM high-rise dormitory in Glenville, W.Va.
- Project Manager and Plumbing Engineer of record for a dual boiler system replacement to a school in Parkersburg, W.Va.
- Project Manager and Plumbing Engineer of record for a potable water system repair in an elementary school in Vienna, W.Va.
- Project Manager for the conversion of a multi-unit HVAC system into a more efficient single unit system on a university campus in Parkersburg, W.Va.
- Project Manager and Lead Mechanical/Plumbing Engineer for multiple dormitory bathroom renovation projects at a college in Marietta, Ohio.
- Project Manager and Lead Mechanical Engineer for multiple projects at Ohio University in Athens, Ohio.
- Lead Mechanical/Plumbing Engineer of record for a new \$7MM medical office facility in Parkersburg, West Virginia.
- Lead Mechanical/Plumbing Engineer of record for a \$1MM medical/dental office facility in Parkersburg, West Virginia.
- Lead Mechanical/Plumbing Engineer of record on the design of a new science facility on a university campus in Vienna, W.Va.
- Lead Plumbing Engineer of record for a new 5,400 sq. ft. medical office building located in Belpre, Ohio.
- Lead Mechanical/Plumbing Engineer for a new medical facility located in Marietta, Ohio.

DETERMINE THAT THE
THING CAN AND SHALL
BE DONE, AND THEN WE
SHALL FIND THE WAY.

Abraham Lincoln



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.: GSD2000000004

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

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

Addendum Numbers Received:

(Check the box next to each addendum received)

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

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

Pickering Associates



Authorized Signature

February 26, 2020


Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.
Revised 6/8/2012

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.

Sean G. Simon, AIA, NCARB - Charleston Branch Manager
(Name, Title)
Sean G. Simon, AIA, NCARB - Charleston Branch Manager
(Printed Name and Title)
318 Lee Street, West; Charleston, WV 25302
(Address)
Phone Number: 304-345-1811 Fax Number: 304-345-1813
(Phone Number) / (Fax Number)
ssimon@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)
 Charleston Branch Manager
(Authorized Signature) (Representative Name, Title)

Sean G. Simon, AIA, NCARB - Charleston Branch Manager
(Printed Name and Title of Authorized Representative)

February 26, 2020
(Date)

Phone Number: 304-345-1811 Fax Number: 304-345-1813
(Phone Number) (Fax Number)

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

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

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

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

DEFINITIONS:

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

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

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

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

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: Pickering Associates

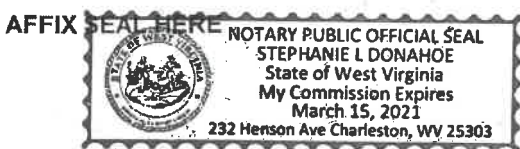
Authorized Signature: *Travis J. Dotts* Date: February 26, 2020

State of West Virginia

County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 26th day of February, 2020

My Commission expires March 15, 2021.



NOTARY PUBLIC *Stephanie L. Donahoe*