

REQUEST FOR QUALIFICATIONS

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WV PURCHASING
DIVISION

PROFESSIONAL ARCHITECTURAL/ENGINEERING SERVICES

WATTERS SMITH MEMORIAL STATE PARK

LOST CREEK, WV

 **MILLS GROUP**
ARCHITECTURE • PLANNING • PRESERVATION



LETTER OF INTEREST



September 24, 2019

Guy Nisbet, Supervisor
West Virginia Division of Natural Resources
2019 Washington Street East
Charleston, WV 25305

Re: Expression of Interest: Watters Smith Memorial State Park Master Plan and Design of Improvements

Dear Mr. Nisbet,

Mills Group is pleased to submit this letter of interest as an offer of our professional services for the design of improvements and conservation master planning for the Watters Smith Memorial State Park.

Our team has been overseeing the design, rehabilitation and coordination for a multitude of master planning projects. The caliber of talent of the Mills Group team will be an asset to your project. Mills Group values planning a design and executing it within the project budget. Our team is fully capable and eager to meet the WVDNR's need to design and construct the project immediately. Master plan success stories include:

- Berkeley Springs Depot Master Plan – Berkeley Springs, WV
- Camp Caesar Master Plan – Cowen, WV
- Elkins Railyard – Elkins, WV
- Heritage Farm Discovery Zone – Huntington, WV
- Webster Springs Master Plan – Webster Springs, WV
- West Liberty University Master Plan – West Liberty, WV
- Cannon Hill Historic Site – Rowlesburg, WV

These completed projects are the result of effective and clear communication between the team and the client to ensure timeliness and adherence to the project budget. We have a dedicated staff ready to assist with this project who values the design process, the importance of open and frequent communication with our clients, budgetary requirements and project deadlines.

"Designing on the principles of the past and preserving for the future"

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

WWW.MILLSGROUPONLINE.COM

Proposed Staffing Plan

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

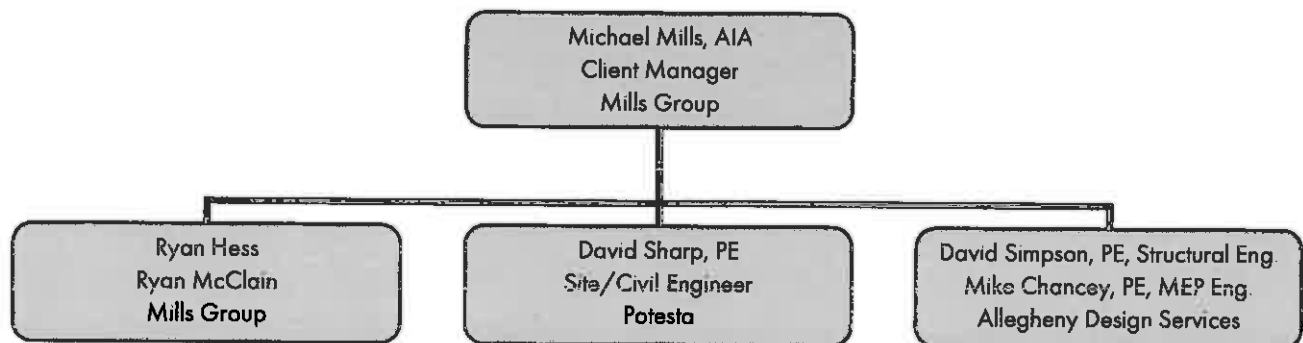
Ryan Hess, LEED AP is a Principal at Mills Group and serves as our sustainability expert. He will provide staff support and be a resource for sustainable design.

Ryan McClain is the Creative Design and Planning Associate. With his extensive experience in creating and designing master plans, he will serve as the go-to planning source for this project.

David Sharp, PE is the Branch Manager of Potesta in Morgantown. With David's 22 years of civil engineering experience, he will be our expert in site and civil design.

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

Mike Chancey, PE is the MEP Department Manager at Allegheny Design Services. With over 20 years of experience in electrical design, he will serve as our expert on MEP engineering.



Project Team

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

Potesta is a full-service engineering and consulting firm with several experienced engineers who provide innovative and cost-effective solutions for each project. This firm will be responsible for site/civil engineering.

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

Scope of Work

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

- Create a plan necessary for the Watters Smith Memorial State Park
 - Review existing plans, conditions and evaluation of the site while effectively communicating with the owner to determine a plan that can be implemented in a manner that will minimize disruption and meet all objectives.
 - Provide all services related to designing facilities that are consistent with the WVDNR needs, objectives, and current law and code.
 - Provide construction contact administration services with a competent team comprised of Mills Group, Potesta and ADS

Methodology

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

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

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

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

- Research the site and its context
- Observe existing conditions
- Analyze then identify issues and opportunities
- Develop alternatives
- Make recommendations and create a solution
- Assemble construction documents
- Provide assistance with bidding and execute construction observation

For Mills Group, the ROADMAP is a critical path to achieve the success of an existing structure project. The

process outlined above is subject to change based upon phasing of the work to be performed. Mills Group will work with the WVDNR to determine appropriate phasing of different scopes, as to not greatly disrupt the function of the facilities.

Mills Group is challenged on each project to meet the client's expectations and one major expectation is to ensure that the construction costs do not exceed the client's available funding source and set budget. The firm is diligent to first, ask what the budget for the project is set for and secondly, develop a project scoping document/project narrative to closely align with the budget. This would allow for the team's first pass at validating the budget expectations prior to any conceptual design is executed, but after the initial site assessment is completed. A project cost opinion is executed at two additional times in the project process; at the completion of Design Development and Construction Documents. The project cost opinion is developed by the architectural staff utilizing historical data and current market conditions. Mills Group additionally uses third party cost estimates to garner a second opinion on the projected cost.

Beyond developing an awareness and opinion of the construction cost, Mills Group aids the client in developing an overall project budget which also includes soft costs such as general conditions, permit fees, furniture and equipment budgets, and project contingencies. If warranted, the firm helps develop a phased project approach that could be driven by fiscal constraints, schedule, or occupancy considerations. Mills Group also helps to develop the bidding requirements for construction incorporating alternates, allowances, and unit costs. These bid items allow the owner to have financial options once the project is awarded and in the case of unit costs it would lock the contractor into fixed pricing for a stated task or material with the agreed upon quantity being the variable. The development of alternates allows the owner to have the ability to modify the total project cost prior to contract with the bidders.

In addition to asking the client upfront what their budget is, the second question needs to be, "what is the project timeline." Mills Group will establish expectations with the client during a kick-off meeting regarding a comprehensive project timeline. The timeline shall be a Gantt chart to layout the consultant's schedule, from kick-off to bidding, and will make provision for client review and agency approvals. The Gantt chart shall further illustrate a bidding period and expected construction schedule. It is expected that the project schedule/Gantt chart shall be updated as required by the client. Mills Group shall ensure that milestones and deadlines are set and met during our process.

Mills Group shall be diligent to maintain the construction schedule utilizing several methods:

1. An agreed upon construction period and penalty of liquidated damages for a missed project completion shall be dictated in the bidding documents. The bidding form shall request a listing of subcontractors and any long lead items.
2. As part of the contract requirements, the general contractor shall provide the owner and architect with a detailed project schedule and schedule of values.
3. Mills Group will act as the owner's agent during construction and attend construction progress meetings at a minimum of every other week, if not every week.
4. Mills Group shall be diligent to be responsive to RFI's, submittals, and any change order requests in a timely manner so as not to cause any reason for the contractor to make claim for a project delay.

5. Mills Group shall be in contact with the general contractor on a regular basis to be responsive and understand challenges.
6. Mills Group shall critically review the General Contractor's Applications for Payment on a monthly basis. This is an opportunity for the architect to question the contractor about progress and timing of the set schedule.
7. Mills Group shall be diligent to schedule the punch list and project turn over with the contractor.
8. If the Contractor does not meet the set deadline for substantial completion, Mills Group shall recommend initiating the liquidated damages and withhold retainage and final payment.

Please find attached our firm and team member resumes along with examples and samples of our work. You will find with the attached supporting information that our team has the experience and talents to make this a successful project for you and the Division of Natural Resource.

We would be honored to aid the WVDNR with the design of improvements and conservation master planning for Watters Smith Memorial State Park. Should you have any questions, please feel free to contact me at 304-296-1010 or email me at mmills@millsgrouponline.com.

Sincerely,

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

Michael Mills, AIA
Managing Principal



MILLS GROUP
 ARCHITECTURE ■ PLANNING ■ PRESERVATION

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

Architecture
 COMMERCIAL
 RESIDENTIAL
 PUBLIC

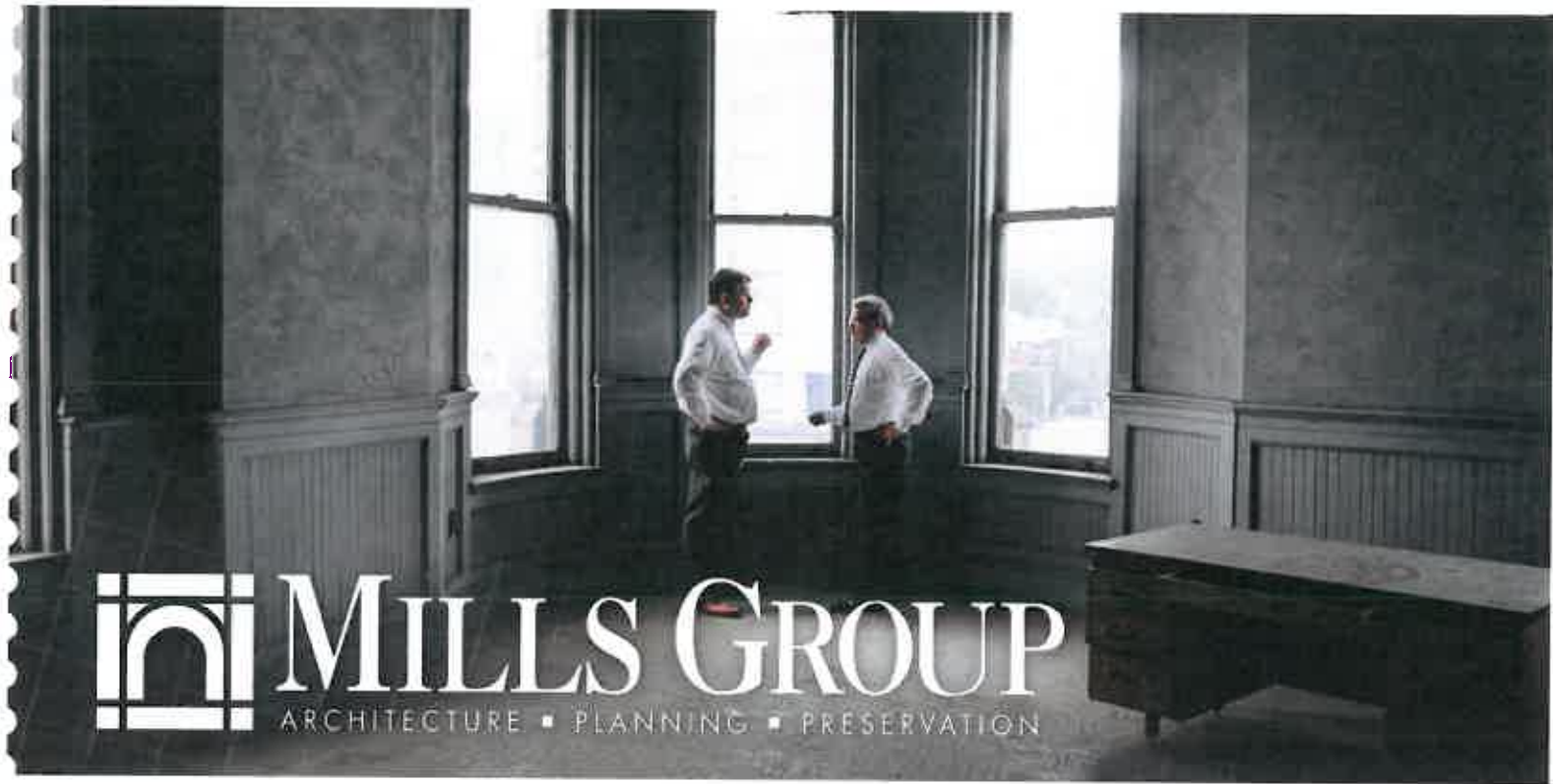
Planning
 ENABLE
 EXTEND
 ENHANCE

Preservation
 REVITALIZE
 REHABILITATE
 CONSULT

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

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

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



MILLS GROUP

ARCHITECTURE ■ PLANNING ■ PRESERVATION

PRINCIPAL ARCHITECT

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

LOCATIONS :

THE WEISS BUILDING
63 Wharf Street, Suite 300
Morgantown, WV 26501
304.296.1010

THE KALEY CENTER
53 14th Street, Suite 607
Wheeling, WV 26003
304.233.0048

SITE :

millsgrouponline.com

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

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

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

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



POTESTA

SITE/CIVIL ENGINEER

**“Providing
innovative, timely,
and cost-effective
engineering and
environmental
solutions”**

LOCATIONS:

125 Lakeview Drive
Morgantown, WV 26508
P - 304.225.2245

7012 MacCorkle Avenue, SE
Charleston, WV 25304
P - 304.342.1400

15 South Braddock Street
Winchester, VA 22601
P - 540.450.0180

**SITE:
POTESTA.COM**

Potesta & Associates, Inc. (POTESTA) was founded in 1997 as a full service engineering and environmental consulting firm headquartered in Charleston, West Virginia. We have now expanded to a diverse staff of more than 85 experienced engineers, scientists, and support personnel with branch offices in Morgantown, West Virginia, and Winchester, Virginia. Our clients include mining, manufacturing and chemical companies; utility companies; waste management companies; colleges/universities; land developers; attorneys; financial institutions; insurance companies; local, state and federal agencies; construction companies and architects.

POTESTA's staff is committed to delivering innovative, cost-effective solutions to meet our client's complex requirements. The firm's environmental department consists of biologists, geologists, chemists, environmental scientists and environmental engineers, many with advanced degrees (Masters and Ph.D. level). POTESTA's engineering department includes civil, geotechnical, environmental, mining and mechanical engineers. Our registered professional engineers have over 300 years experience among them and are supported by a capable team of engineers, designers, and surveyors.

Our firm is managed by two principals driving POTESTA forward with their experience and emphasis on exceeding expectations. Ronald R. Potesta, President, is a former Director of the West Virginia Division of Natural Resources and Dana L. Burns, P.E., Vice President of Engineering, has more than 30 years experience with civil, geotechnical, mining, and environmental engineering projects.



Allegheny
Design Services
Consulting Engineers



STRUCTURAL & MEP ENGINEER

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

LOCATION :

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

SITE :

alleghenydesign.com

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

ADS' experience in Design and Project Management includes:

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

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

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



RESUMES



Michael Mills

AIA, NCARB

MANAGING PRINCIPAL

EDUCATION

BS, BARCH / 1995 / RENSSELAER
POLYTECHNIC INSTITUTE

PROFESSIONAL REGISTRATIONS

WEST VIRGINIA
VIRGINIA
OHIO
PENNSYLVANIA
MASSACHUSETTES
KENTUCKY

BIOGRAPHY

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

EXPERIENCE

Heritage Farm Discovery Zone - Huntington, WV

Mills Group was tasked with developing a playground based on the six simple machines. Mills Group designed several interactive playground features and an educational playground focused on agricultural concepts.

Cannon Hill Pavilion & Master Plan - Rowlesburg, WV

Mills Group designed three open air pavilions providing on-site amenities at Cannon Hill Historic Site. The selected shelter designs were reminiscent of early Civilian Conservation Corps park structures; which utilized natural, local, and readily available materials.

Elkins Railyard - Huntington, WV

Oversaw the conceptual redesign of the historic Elkins Railyard into a mixed-use public space. The team drew inspiration from the historic forms found throughout the railyard.

West Liberty University Master Plan - West Liberty, WV

Mills Group evaluated the campus during several site visits to create an in-depth analysis of the current conditions. A 150+ page report was created displaying the research, diagrams, simulations and proposed design goals for the campus.

Webster Springs Master Plan - Webster Springs, WV

Mills Group undertook a feasibility study to better understand the existing conditions and potential site uses in downtown Webster Springs. By creating a focus and sense of identity for the community, the master plan provided the sustainable development of the historic core.

Camp Caesar Master Plan - Cowen, WV

Mills Group presented a looking-forward master plan to focus on the sustainability of the camp and its boundaries. The masterplan develops natural trails throughout the camp's vast acreage to better integrate the camp's three distinct areas and challenging topography.



Ryan
Hess

LEED AP

PRINCIPAL /
SUSTAINABILITY

EDUCATION

WEST VIRGINIA UNIVERSITY:
BS / CIVIL & ENVIRONMENTAL
ENGINEERING

WEST VIRGINIA UNIVERSITY:
MBA / BUSINESS ADMINISTRATION

CARNEGIE MELLON UNIVERSITY:
MASTER OF SCIENCE
ARCHITECTURE

BIOGRAPHY

Ryan Hess is a principal for Mills Group. He is responsible for leading the office in the sustainable design market and serves as our expert on LEED projects. As such, he pursues client opportunities, manages projects, and incorporates sustainable principles into all his designs.

Ryan has also improved the efficiency of the office through in-house project management. Additionally, Mr. Hess volunteers his time lecturing students interested in pursuing a career in architecture, mentors architectural interns as well as serves on various city redevelopment committees.

EXPERIENCE

Heritage Farm Discovery Zone - Moundsville, WV

Mills Group was tasked with developing a playground based on the six simple machines: the lever, the wheel and axle, the inclined plane, the wedge, the pulley, and the screw. The goal was to educate children in how these machines helped to shape their Appalachian and agricultural heritage. Mills Group designed several interactive playground features and an educational playground focused on agricultural concepts.

West Edge Warehouse - Huntington, WV

Mills Group was tasked with developing the design potential of the 94,000 sq. ft. West Edge Factory located in the Westmoreland neighborhood of Huntington. Beginning with an initial visit and condition assessment, along with an extensive fire and life safety assessment, Mills Group compiled a feasibility study before moving into design work. Ultimately, Mills Group met the challenge of creating a cohesive program for several distinct uses and tenants within the large former industrial facility.

Morgantown History Museum - Morgantown, WV

Mills Group was hired to create a cohesive interior design for the new Morgantown History Museum, located in the former Post Office building in downtown Morgantown. Mills Group worked with the City Museum to develop a connective design element and signage to complete the interior of the space. The completed museum is now a destination that makes history come alive for residents, educational groups, and visitors alike.



Ryan McClain

CREATIVE DESIGN
& PLANNING
ASSOCIATE

EDUCATION

BS / LANDSCAPE
ARCHITECTURE / 2006 /
WEST VIRGINIA UNIVERSITY

BIOGRAPHY

Ryan has over 12 years of experience in landscape design, planning, and graphic visualization. He is well-versed in a multitude of graphic outlets and presentation methods including 3D modeling, CAD drafting, animation software, digital illustration, photography and photo simulation, interactive documents, and hand drawn renderings. Leveraging these abilities, Ryan has been a strong team member and graphic leader on projects spanning from traditional landscape design and planning to large-scale visioning projects, master planning and research efforts, and marketing campaigns. Other areas of his work include urban planning and redevelopment, humanitarian site design, recreational park and trail planning, branding and logo design, and wayfinding/signage layout. Ryan was the lead graphic designer for the SMPS Arizona Award of 2016 for "Best Corporate Identity" and the rebranding effort involved.

EXPERIENCE

Berkeley Springs Train Depot Master Plan – Berkeley Springs, WV

Conducted several site visits and extensive analysis of the historic site. Designed a new site plan including a new trailhead, marketplace hub/stage area, historic-themed water features, recreational seating and green space, sound-mitigating seat walls, informative trail signage areas, riparian recharge zone, gateway monuments, and a new parking layout. A 3D model was also built and fully animated marketing videos were shot using the graphics created.

West Liberty University Master Plan & Recommendations – West Liberty, WV

Evaluated the campus during several site visits to create an in-depth analysis of the current conditions. Through a synthesis of the current conditions of the campus, the goals highlighted from the Committee, and a cognizance and respect of the historic appeal of the campus, he was able to create a 150+ page report containing visually striking photographs, informative research details, illustrative diagrams, photo-simulations, and realistic design goals set up in a phased-approach style document.

Elkins Railyard – Elkins, WV

Completed a conceptual redesign of the historic Elkins Railyard into a mixed-use public space that drew inspiration from the historic forms found throughout the railyard. The design process included site planning, theming and branding of the area and proposed signage and public art. Also, created simulation graphics illustrating the relationship of the existing buildings to new programmatic site elements.



David B.
Sharp
P.E.

BRANCH MANAGER/
PROJECT MANAGER

EDUCATION

WEST VIRGINIA UNIVERSITY
MS / CIVIL ENGINEERING
BS / CIVIL ENGINEERING

BIOGRAPHY

David B. Sharp, P.E., Branch Manager will serve as the Project Manager for this project. Mr. Sharp has over 22 years of experience with Civil/Site Design, Geotechnical Engineering, Utility Design, and Construction Observation and Material Testing projects. He has served as Branch Manager for POTESTA's Morgantown office for 14 years. He will be the day-to-day contact for the client and responsible for coordinating the project staffing and technical reviews. Mr. Sharp will be available as much as needed for the project. Mr. Sharp possesses a Bachelor of Science and Master of Science degree from West Virginia University in Civil Engineering with emphasis Geotechnical/Environmental disciplines.

SPECIALIZATION

Involved with many aspects of civil engineering with a special interest in the geotechnical/environmental aspects. Responsibilities have included projects involving Civil Site Design; Geotechnical Design; Solid Waste Management Facility Design, including geosynthetic applications; hydrologic and hydraulic design; transportation/highway projects, including geotechnical and right-of-way plans; and municipal water and wastewater projects.

EXPERIENCE

WVARNG Readiness Center
Summersville, WV

Arbor Terrace Assisted Living Facility
Charleston and Huntington, WV

Sunnyside Commons Student Housing Project (included 5 multi-story buildings, 268 parking spaces, and 43,000 sq. ft. of retaining walls)
Morgantown, WV

Coombs Farm Residential Development
Morgantown, WV

Town of Granville Boat Ramp Project
Granville, WV

Shiloh Residential Development
Morgantown, WV

Numerous Marcellus Well Pad Sites for Various Clients
Northern WV

Summit at Cheat Lake Residential Development
Morgantown, WV

Logston Landslide Repair
Wheeling, WV



David R. Simpson

PE, SECB, MBA

PRESIDENT/
STRUCTURAL
ENGINEER

EDUCATION

WEST VIRGINIA INSTITUTE OF
TECHNOLOGY
BS / CIVIL ENGINEERING

WEST VIRGINIA UNIVERSITY
MBA / BUSINESS
ADMINISTRATION

WEST VIRGINIA STATE COLLEGE
ARCHITECTURAL TECHNOLOGY
COURSES

BIOGRAPHY

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

MEMBERSHIPS

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

EXPERIENCE

Hawks Nest CCC Museum & Pavilion

Ansted, WV

Morgantown Event and Conference Center

Morgantown, WV

Phipps Conservatory Addition

Pittsburgh, PA

Waterfront Hotel and Conference Center

Morgantown, WV

WVU Basketball Practice Facility

WVU Mountaineer Field North Luxury Suites

UPMC Hillman Cancer Center

William Sharpe Hospital Addition

Chestnut Ridge Church

University of Pittsburgh Bio Medical Tower

Glade Springs Hotel & Conference Center

Fairmont State University Parking Garage



Gary M. (Mike) Chancey

PE, LEED AP

MEP
DEPARTMENT
MANAGER

EDUCATION

WEST VIRGINIA INSTITUTE OF
TECHNOLOGY
BS / ELECTRICAL ENGINEERING

BIOGRAPHY

Mike Chancey is a native of West Virginia, growing up in Hurricane and presently residing in Bridgeport. Mike graduated from West Virginia Institute of Technology with a BS in Electrical Engineering in 1985. After a brief two year stint with Duke Power in Greensboro, NC, Mike has spent the rest of his career designing electrical systems for various building types and facilities. Mike is a member of the Clarksburg Kiwanis Club and active in community service work in Harrison County as a board member of the Harrison Co. YMCA and current President of the board for Empowerment through Employment.

Mike's experience includes over 20 years in electrical design and project management for industrial, commercial, residential, institutional, educational, and recreational facilities. Building system design includes lighting, site lighting, power distribution, communications, surveillance, access control, and fire protection. Past accomplishments include design and construction administration of health care, schools, municipal, sports, commercial and retail facilities.

EXPERIENCE

Parish Center for Immaculate Conception Church

Clarksburg, WV

Mountaineer Medical Office Building

Bridgeport, WV

WVU Visitor's Resource Center

Morgantown, WV

Upshur County 911 Center

Buckhannon, WV

Morgantown Event Center

Morgantown, WV

WVU Percival Hall Chiller Replacement

Morgantown, WV

Mylan Pharmaceuticals, Greenbag Road Facility

Morgantown, WV

Bank of Gassaway

Flatwoods, WV

Veterans Nursing Facility

Clarksburg, WV

Harrison Co. 4-H & Recreation Center

Clarksburg, WV



EXPERIENCE



Berkeley Springs Depot Master Plan

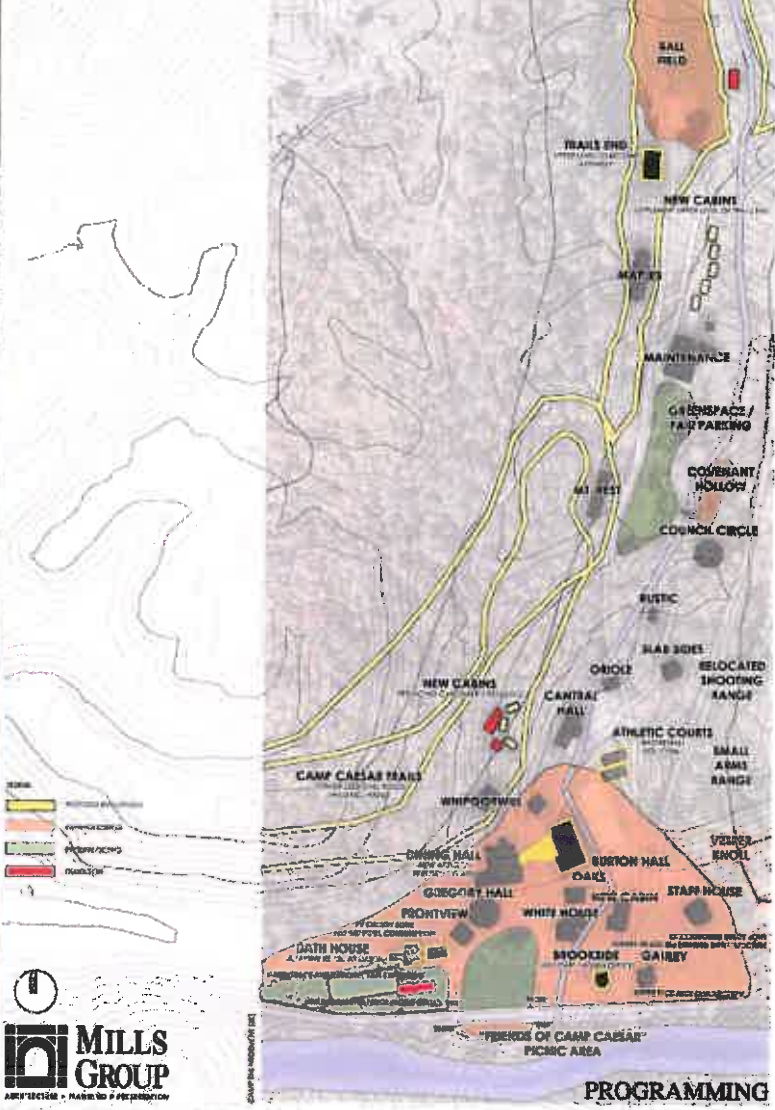
LOCATION : Berkeley Springs, WV
CLIENT : Town of Bath
SERVICES : Master Planning
CONSTRUCTION VALUE :
 N/A

As part of a Department of Highways grant, Mills Group designed a master plan for the adaptive reuse of the historic railyard at Berkeley Springs, WV. Utilizing the train depot as a new trailhead for a new rail-trail planned to connect to Berkeley Springs, the master plan includes restrooms and trail amenities along with parking and a spacious public event area. A new covered marketplace pavilion for music performances and events, along with sight and sound screening from the adjacent highway, illustrate the potential of the site as a nexus of community activity.

The plan also incorporates a fountain modeled after a railroad water stop, a bioswale, and water retention area, paying homage to the history of water in Berkeley Springs. Mills Group created a promotional simulation video illustrating the future of the site for fundraising and promotional purposes.



CAMP CAESAR MASTERPLAN COWEN, WV



Camp Caesar Master Plan

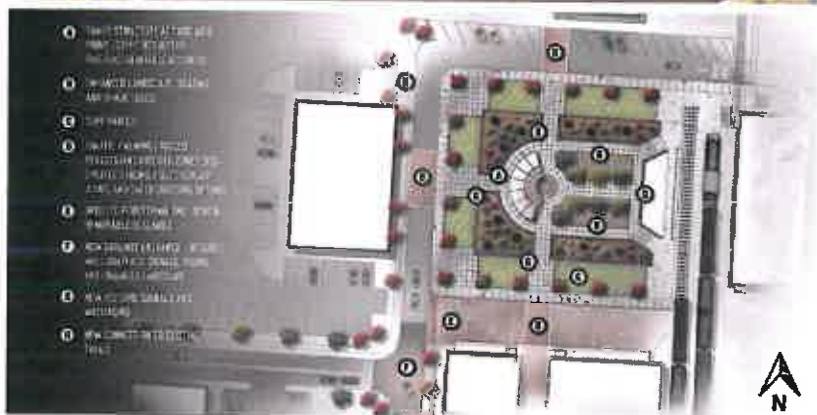
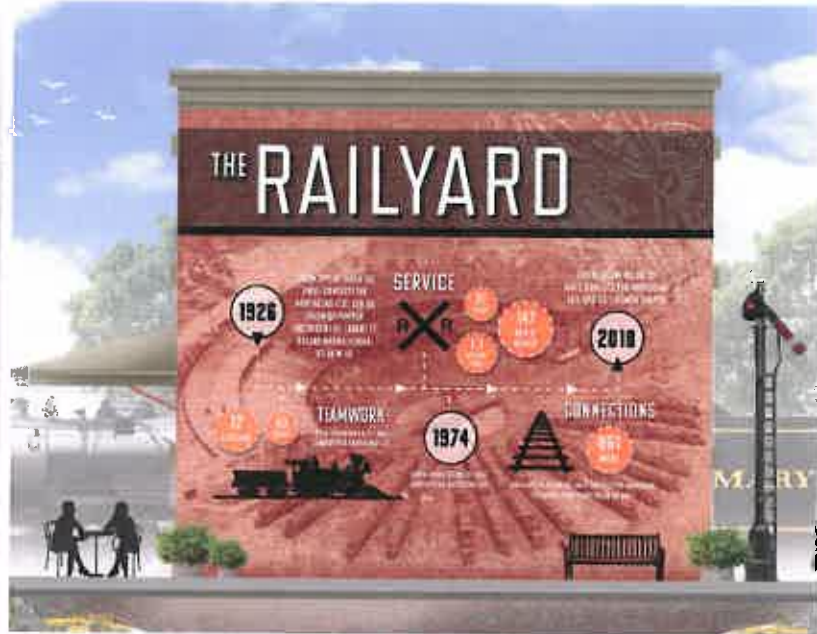
LOCATION : Cowen, WV
CLIENT : Betsy Morris
SERVICES : Master Planning
CONSTRUCTION VALUE : N/A



Mills Group presented a looking-forward master plan to focus on the sustainability of the camp and its boundaries, both environmentally and economically. A first priority was to actively and adequately maintain the camp's existing gems; which include the dining hall, council circle, several log cabins, and many buildings constructed during the Works Progress Administration (WPA) and National Youth Administration (NYA) that serve as contributing building to its National Register of Historic Places nomination.

Secondly, Mills Group facilitated a desire of the camp's management to those two camps concurrently, thus by providing complimentary buildings through both adaptive re-use and new construction from such planning.

Thirdly, the masterplan develops natural trails throughout the camp's vast acreage, some through the Monongahela National Forest, to better integrate the camp's three distinct areas and challenging topography.



Elkins Railyard

LOCATION : Elkins, WV
CLIENT : Randolph County Development Authority
SERVICES : Master Planning
CONSTRUCTION VALUE : N/A

Mills Group completed a conceptual redesign of the historic Elkins Railyard into a mixed-use public space. Drawing inspiration from the historic forms found throughout the railyard, the design process included site planning, theming and branding of the area, and proposed signage and public art. In order to help convey the intent and scope of the completed project, the team created simulation graphics illustrating the relationship of existing buildings to new programmatic site elements.



Heritage Farm Discovery Zone

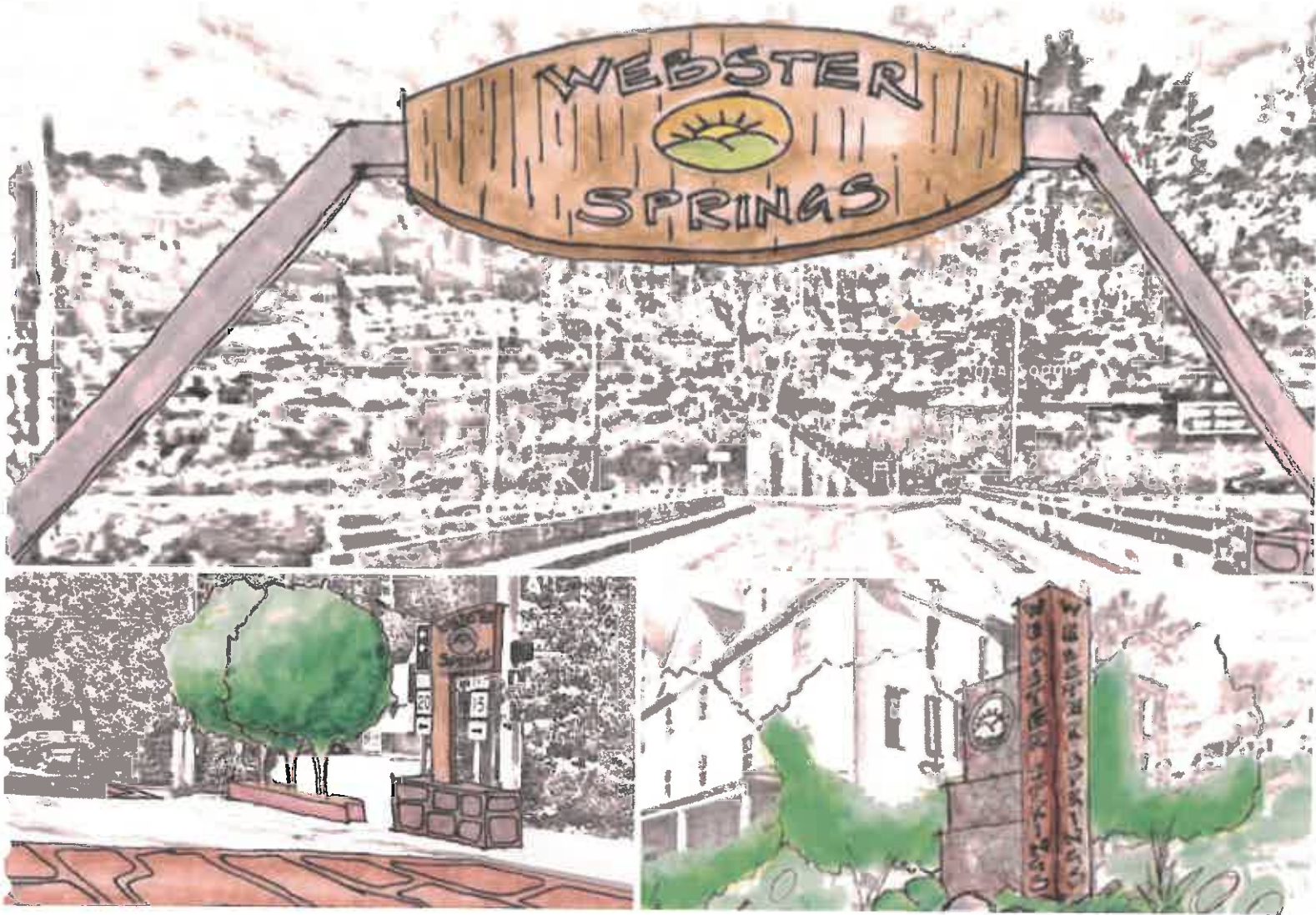
LOCATION : Huntington, WV
CLIENT : Heritage Farm
SERVICES : Conceptual Design &
 Development
CONSTRUCTION VALUE :
 N/A



Heritage Farm Museum and Village is an educational museum which provides a glimpse of a 19th century Appalachian lifestyle. The museum includes a collection of log buildings which house artifacts relating to the history of industry, transportation, artisan crafts, and more. In addition to serving as a living history museum, Heritage Farm also offers overnight accommodations.

The owners of Heritage Farm asked Mills Group to develop a playground based on the six simple machines: the lever, the wheel and axle, the inclined plane, the wedge, the pulley, and the screw. The goal was to educate children in how these machines helped to shape their Appalachian and agricultural heritage. The design of the educational playground was focused on four agricultural concepts, including water, land, livestock, and crops. Inspired by the six simple machines and four pillars of agriculture, Mills Group designed several interactive playground features, including a silo tower and conveyor belt, a barn tower which also doubles as a climbing wall, a bridge, a pulley station, and a spring rider.

Today, the playground serves to engage children's imaginations as they have fun and simultaneously gain a broader understanding of West Virginia's industrial and agricultural history.



Webster Springs Master Plan

LOCATION : Webster Springs, WV
CLIENT : Webster County Economic Development Authority
SERVICES : Planning
CONSTRUCTION VALUE : N/A

Mills Group undertook a feasibility study to gain a better understanding of existing conditions and potential site uses in downtown Webster Springs. As part of the project, several key areas were identified to provide for the most impactful and viable revitalization of the existing infrastructure. By creating a focus and sense of identity for the community, the master plan provided for the sustainable development of the historic core which would ultimately be beneficial for both the economy and the environment.

Landmark signage developed as part of the master plan was designed to both welcome visitors and create a cohesive sense of place, while anchoring key points within the downtown area. Inspired by the natural beauty of the area's waterways, this signage utilized stone and wood patterns to effectively strengthen the visual character of Webster Springs.



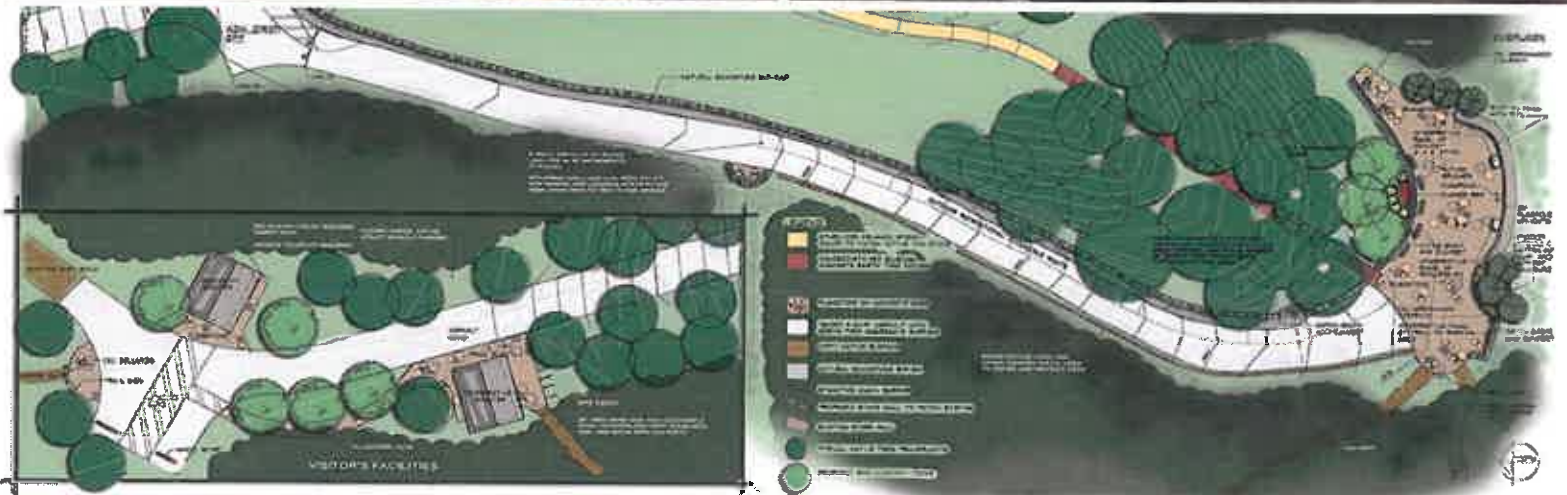
West Liberty University Master Plan

LOCATION : West Liberty, WV
CLIENT : West Liberty University
SERVICES : Master Planning
CONSTRUCTION VALUE :
 N/A

Mills Group was tasked to work alongside the college's Planning Advisory Committee to analyze and build upon previous Master Planning reports while also investigating the current conditions of the campus. The process of combining and synthesizing our current campus analysis with long and short-term goals from the Committee helped us understand how to tailor our design recommendations in a manner which was action-oriented and time-sensitive.

The Master Planning process is comprised of three major components: analysis, design and production. With reviewing campus history, studying previous planning efforts and current site inventory and analysis is the sum of the analysis component. The design component includes site modeling, graphic analysis and data synthesis while the production component includes design/plan solutions, coordination and review, and master planning document.

The core planning team was comprised of architects, designers, and planners from Mills Group alongside the WLU Planning Advisory Committee. The Committee provided Mills Group with initial direction, review meeting sessions, and overall implementation advice.



Cannon Hill Historic Site

LOCATION : Rowlesburg, WV
CLIENT/PROJECT MANAGER :
 Rowlesburg Area Historical Society
 Bob Ayersman Sr.
 304-454-9714

SERVICES : Pavillion Design and
 Cultural Resource Master Plan

CONSTRUCTION VALUE :
 N/A



In conjunction with the Rowlesburg Area Historical Society, Mills Group developed a master plan for managing this cultural resource that included a historical treatment zone and a related historical landscape plan. Cannon Hill was vital to the Northern war effort because of the B&O Railroad's Cheat River Bridge and the Tray Run Viaduct.

Assessing the existing site conditions and conducting historical research, both of Cannon Hill's significant characters and the precedents at other battle sites, was the first step. The studies highlighted priorities for the park's future. With these priorities in hand, Mills Group provided the Historical Society recommendations including interpretational sites, preservation of the existing battlements, and revitalization of scenic overlooks.

Upon the successful completion of a master plan for the Cannon Hill Historic Site in Rowlesburg, WV, Mills Group was asked to begin the implementation of the plan. The project's second phase was to provide visitors with basic on-site amenities, including a convenience shelter, an interpretive shelter, and a handrail at the overlook area.



Potesta

OVERVIEW

LOCATIONS : WV/VA
SERVICES : Engineering, Mining,
 Remediation, Oil & Natural Gas,
 Environmental



- Air
- Asbestos Abatement
- Biological and Toxicological
- Civil Engineering and Site Design
- Coal Supply and Procurement
- CADD
- Construction Monitoring
- Environmental Emergency Response
- Environmental Site Assessment
- Geographic Information Systems
- Geotechnical Engineering
- Groundwater
- Hydrology and Hydraulics
- Landfills and Solid Waste
- Litigation Support
- Marcellus Shale Natural Gas
- Mining
- Mixing Zone Analysis
- Occupational Safety and Health
- Oil and Natural Gas
- Permitting
- Remedial
- Roadway Engineering
- Stream Restoration
- Storage Tanks
- Surveying and Mapping
- Water Quality Studies
- Water and Wastewater
- Wetlands



Allegheny Design Services

OVERVIEW

LOCATIONS: WV/PA
SERVICES: Structural Engineering,
 Mechanical, Electrical, and Plumbing
 Engineering, Building Information
 Modeling, System Engineering



**Allegheny
Design Services**
 CONSULTING & ENGINEERS

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



REFERENCES



REFERENCES

Ron Justice

State and Local Relations Specialist
West Virginia University
Marina Tower, 4th Floor
PO Box 6555 Morgantown, WV 26505
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Audy Perry

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3300 Harvey Road
Huntington, WV 25704
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aperry@huddlestonbolen.com

Robert Morris

Executive Director
Randolph County Economic
Development Authority
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Dr. Stephen Greiner

President
West Liberty University
208 University Drive, Shaw Hall 202
West Liberty, WV 26074
Ph: 304-336-8000
stephen.greiner@westliberty.edu



LICENSURE

The West Virginia Board of Architects

certifies that

MICHAEL MILLS

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

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

Certificate Number [REDACTED]

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



A rectangular box containing a handwritten signature in cursive script, which appears to read "Gracie Papadopoulos".

Board Administrator

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

Michael Mills

(Name, Title)

Michael Mills, AIA, Managing Principal

(Printed Name and Title)

63 Wharf Street Suite 300 Morgantown, WV 26505

(Address)

304-296-1010/304-413-0120

(Phone Number) / (Fax Number)

mmills@millsgrouponline.com

(email address)

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

Mills Group

(Company)


(Authorized Signature) (Representative Name, Title)

MANAGING PRINCIPAL

Michael Mills, AIA, Managing Principal

(Printed Name and Title of Authorized Representative)

9/23/2019

(Date)

304-296-1010/304-413-0120

(Phone Number) (Fax Number)

West Virginia Ethics Commission



Disclosure of Interested Parties to Contracts

Pursuant to *W. Va. Code* § 6D-1-2, a state agency may not enter into a contract, or a series of related contracts, that has/have an actual or estimated value of \$1 million or more until the business entity submits to the contracting state agency a Disclosure of Interested Parties to the applicable contract. In addition, the business entity awarded a contract is obligated to submit a supplemental Disclosure of Interested Parties reflecting any new or differing interested parties to the contract within 30 days following the completion or termination of the applicable contract.

For purposes of complying with these requirements, the following definitions apply:

"Business entity" means any entity recognized by law through which business is conducted, including a sole proprietorship, partnership or corporation, but does not include publicly traded companies listed on a national or international stock exchange.

"Interested party" or "Interested parties" means:

- (1) A business entity performing work or service pursuant to, or in furtherance of, the applicable contract, including specifically sub-contractors;
- (2) the person(s) who have an ownership interest equal to or greater than 25% in the business entity performing work or service pursuant to, or in furtherance of, the applicable contract. (This subdivision does not apply to a publicly traded company); and
- (3) the person or business entity, if any, that served as a compensated broker or intermediary to actively facilitate the applicable contract or negotiated the terms of the applicable contract with the state agency. (This subdivision does not apply to persons or business entities performing legal services related to the negotiation or drafting of the applicable contract.)

"State agency" means a board, commission, office, department or other agency in the executive, judicial or legislative branch of state government, including publicly funded institutions of higher education: Provided, that for purposes of *W. Va. Code* § 6D-1-2, the West Virginia Investment Management Board shall not be deemed a state agency nor subject to the requirements of that provision.

The contracting business entity must complete this form and submit it to the contracting state agency prior to contract award and to complete another form within 30 days of contract completion or termination.

This form was created by the State of West Virginia Ethics Commission, 210 Brooks Street, Suite 300, Charleston, WV 25301-1804. Telephone: (304)558-0664; fax: (304)558-2169; e-mail: ethics@wv.gov; website: www.ethics.wv.gov.

West Virginia Ethics Commission
Disclosure of Interested Parties to Contracts

(Required by W. Va. Code § 6D-1-2)

Name of Contracting Business Entity: MILLS GROUP Address: 63 WHARF STREET SUITE 300

MORGANTOWN, WV 26505

Name of Authorized Agent: MICHAEL MILLS Address: 63 WHARF STREET SUITE 300

MORGANTOWN, WV 26505

Contract Number: CE01 0310 DNR 2000000003 Contract Description: WATTERS SMITH MEMORIAL ST. PARK MASTERPLAN & DESIGN OF IMPROVEMENT.

Governmental agency awarding contract: WV DNR

Check here if this is a Supplemental Disclosure

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

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

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

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

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

MILLS GROUP

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

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

Signature: [Handwritten Signature]

Date Signed: 9/23/19

Notary Verification

State of WEST VIRGINIA, County of MONONGALIA:

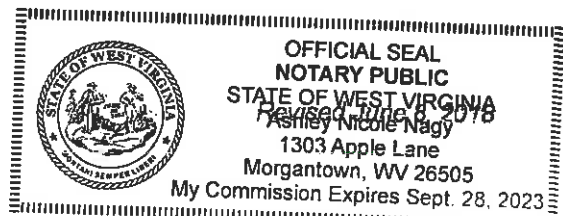
I, MICHAEL MILLS, the authorized agent of the contracting business entity listed above, being duly sworn, acknowledge that the Disclosure herein is being made under oath and under the penalty of perjury.

Taken, sworn to and subscribed before me this 23RD day of SEPTEMBER, 2019.

[Handwritten Signature]
Notary Public's Signature

To be completed by State Agency:

Date Received by State Agency: _____
Date submitted to Ethics Commission: _____
Governmental agency submitting Disclosure: _____



STATE OF WEST VIRGINIA
Purchasing Division
PURCHASING AFFIDAVIT

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

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

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

DEFINITIONS:

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

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

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

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

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: MILLS GROUP

Authorized Signature: [Signature] Date: 9/23/19

State of WEST VIRGINIA


County of MONONGALIA to-wit:

Taken, subscribed, and sworn to before me this 23 day of SEPTEMBER, 2019.

My Commission expires SEPTEMBER 28, 2023.

NOTARY PUBLIC Ashley Nicole Nagy
Purchasing Affidavit (Revised 01/19/2018)

AFFIX SEAL HERE



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

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.:

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

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

Addendum Numbers Received:

(Check the box next to each addendum received)

- | | |
|--|--|
| <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.

Mills Group
Company


Authorized Signature

9/23/2019
Date

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