



Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

State of West Virginia
 Centralized Expression of Interest
 02 - Architect/Engr

Proc Folder: 624437

Doc Description: Addendum No 1, A/E Services-Watters Smith State Park Project

Proc Type: Central Contract - Fixed Amt

Date issued	Solicitation Closes	Solicitation No	Version
2019-09-16	2019-09-24 13:30:00	CEOI 0310 DNR2000000003	2

BID CLERK

DEPARTMENT OF ADMINISTRATION

PURCHASING DIVISION

2019 WASHINGTON ST E

CHARLESTON

WV 25305

US

Vendor Name, Address and Telephone Number:

E.T. Boggess Architect, Inc.

PO Box 727

Princeton, WV 24740

101 Rockledge Avenue

304-425-4491

RECEIVED

2019 SEP 24 AM 9:54

WV PURCHASING
 DIVISION

FOR INFORMATION CONTACT THE BUYER

Guy Nisbet

(304) 558-2596

guy.l.nisbet@wv.gov

Signature X

FEIN #

55-0515917

DATE September 23, 2019

All offers subject to all terms and conditions contained in this solicitation

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: DNR200000003

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.

E.T. Boggess Architect, Inc.

Company



Authorized Signature

September 23, 2019

Date

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



Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

State of West Virginia
 Centralized Expression of Interest
 02 - Architect/Engr

Proc Folder: 624437

Doc Description: A/E Services-Watters Smith State Park New Facilities Project

Proc Type: Central Contract - Fixed Armt

Data Issued	Solicitation Closes	Solicitation No		Version
2019-08-28	2019-09-24 13:30:00	CEOI	0310 DNR2000000003	1

BID RECEIVING LOCATION

BID CLERK
 DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
 2019 WASHINGTON ST E
 CHARLESTON
 US

WV 25305

VENDOR

Vendor Name, Address and Telephone Number:

E.T. Boggess Architect, Inc.
 PO Box 727
 Princeton, WV 24740

101 Rockledge Avenue
 304-425-4491

FOR INFORMATION CONTACT THE BUYER

Guy Nisbet
 (304) 558-2598
 guy.l.nisbet@wv.gov

Signature X

FEIN #

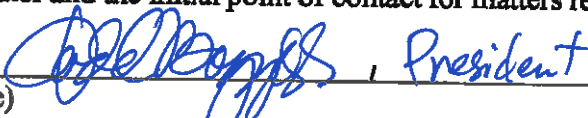
55-0515917

DATE

September 23, 2019

All offers subject to all terms and conditions contained in this solicitation

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



(Name, Title) Todd Boggess, President

(Printed Name and Title) Todd Boggess, President

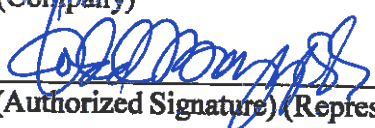
(Address) PO Box 727, Princeton, WV 24740

(Phone Number) / (Fax Number) (P) 304-425-4491 / (F) none

(email address) etb@etbarchitects.com

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.

E. T. Boggess Architect, Inc.

(Company)
 Todd Boggess, President

(Authorized Signature) (Representative Name, Title)
Todd Boggess, President

(Printed Name and Title of Authorized Representative)
September 23, 2019

(Date)
(P) 304-425-4491 / (F) none

(Phone Number) (Fax Number)

West Virginia Ethics Commission
Disclosure of Interested Parties to Contracts

(Required by W. Va. Code § 6D-1-2)

Name of Contracting Business Entity: E.T. Boggess Architect, Inc. **Address:** PO Box 727, 101 Rockledge Avenue
Princeton, WV 24740

Name of Authorized Agent: Todd Boggess **Address:** 101 Rockledge Ave., Princeton, WV

Contract Number: DNR2000000003 **Contract Description:** Watters Smith SP Improvements

Governmental agency awarding contract: WV Division of Natural Resources

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.

Hill Studio, Roanoke, VA

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.

Todd Boggess

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:  Date Signed: September 23, 2019

Notary Verification

State of West Virginia County of Mercer

I, Todd Boggess (Todd Boggess), 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.

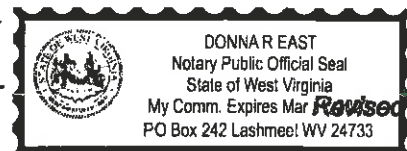

Notary Public's Signature

To be completed by State Agency:

Date Received by State Agency: _____

Date submitted to Ethics Commission: _____

Governmental agency submitting Disclosure: _____



Revised June 8, 2018

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: E.T. Boggess Architect, Inc.

Authorized Signature: *[Signature]* Date: September 23, 2019

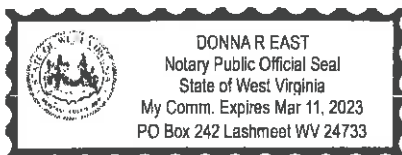
State of West Virginia

County of Mercer, to-wit:

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

My Commission expires March 11, 2023.

AFFIX SEAL HERE



NOTARY PUBLIC

[Signature]



Letter of Transmittal

9/23/2019

TO: Department of Administration, Purchasing Division
2019 Washington Street East
Charleston, WV 25305

Project: Master Plan & Improvements at Watters Smith State Park

Atten: Guy Nisbet

Sending Via:
UPS

Subj: Qualifications

CODE LEGEND	<input type="checkbox"/> 1. For payment	<input type="checkbox"/> 4. For your signature	<input type="checkbox"/> 7. Send 1 to Contractor
	<input checked="" type="checkbox"/> 2. For your review	<input type="checkbox"/> 5. As requested	<input type="checkbox"/> 8. Return 1 to ETB
	<input checked="" type="checkbox"/> 3. For your files/use	<input type="checkbox"/> 6. Owner keeps 1	<input type="checkbox"/> 9. Office Copy

# of copies	DATE	DESCRIPTION	CODE
		DNR200000003	
1		Statement of Qualifications - 3-hole punched	2
1		Statement of Qualifications - Spiral Bound	2
1		WV Purchasing Forms - Unbound	3
		(also bound in Section 6 of the proposal)	

REMARKS:

Thank you for this opportunity and we look forward to hearing from you.

Signed: Todd Boggess, AIA, NCARB, Architect

September 24, 2019

STATEMENT OF QUALIFICATIONS
for Architectural / Engineering Services



Master Plan & Design
of Improvements

for the WVDNR
DNR 2000000003



E.T. BOGGESS ARCHITECT, INC.



■ Mr. Guy Nisbet, Supervisor
Dept. of Administration, Purchasing Division
2019 Washington Street, East
Charleston, WV 25305

■ September 24, 2019

REF: DNR2000000003

Dear Mr. Nisbet:

In response to your qualifications request for the professional Architectural and Engineering Design services, the E.T. Boggess Architect, Inc. team is pleased to submit information regarding our experience. We will provide the services necessary to develop the master plan and design improvements at Watters Smith State Park for the WV Division of Natural Resources. Our team will work with the State of West Virginia, DNR, and designated local representatives to ensure that everyone's vision for the projects is achieved.

I will be your architect and will be the person-in-charge for all aspects of the project. Our team includes **Hill Studio** who provides master planning of recreational and entertainment venues across the two Virginias. They have completed over 2,300 projects and won over 40 state (Virginia) and national awards for planning and design excellence.

As we go thru the selection and development process for this project, our services will include a site/civil consulting firm to assist in our design efforts, specifically as it relates to utility extensions. We want to ensure the firm we select possesses a thorough understanding of the area and can provide the necessary services to successfully accomplish the work within your timeframe.

ETB emphasizes a client-centered design approach, incorporating mutually defined project objectives. Through this focus, we can assure the State of West Virginia and the WV DNR that needs and project issues will be clearly identified and addressed through an engaged, interactive programming, design, and construction process. Our design process will be conducted with an attention to detail, creative problem solving and with a passion towards project success.

We value this opportunity to serve you and look forward to personally presenting our credentials.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Todd Boggess', written over a blue circular stamp.

Todd Boggess, AIA, NCARB, Architect
President

Cover Letter

Qualifications – 1

Approach – 2

Firm Profiles – 3

Projects / Prior Experience – 4

Management / Staffing / Resumes – 5

West Virginia Purchasing Forms – 6

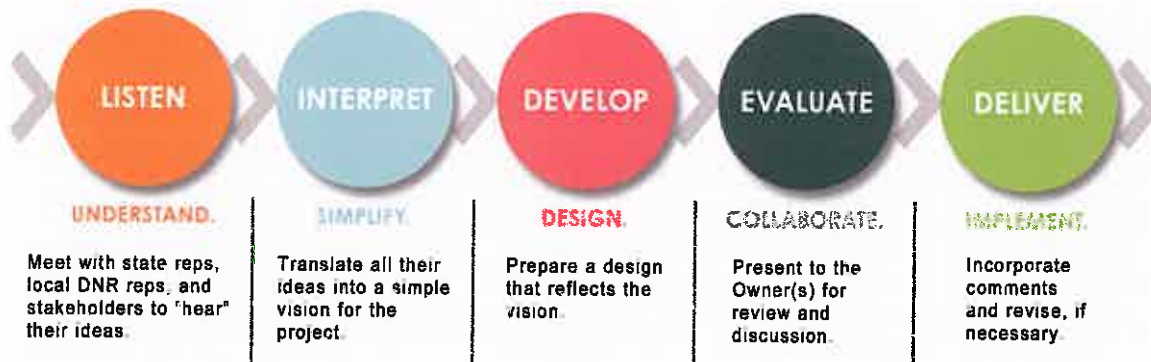
INTRODUCTION

The E.T. Boggess Architect, Inc., team understands the challenges facing our entire state as government agencies strive to satisfy the needs of our citizens as well as attract tourist to our state parks. Every project for every agency should be designed to operate safely and securely, at the best value for our state. Our design process helps ensure a cost-effective solution. Master planning for Watters Smith State Park will identify the most appropriate facilities and their location in order to preserve the historical atmosphere, as well as address need for expanded park amenities. Circulation patterns for existing and new facilities will be addressed and utility extensions will be determined. Materials and building systems will be chosen for their cost effectiveness over the 50-100 year life of the building. These principles guide our design services as we strive to help organizations, agencies, state and city governments ensure their citizens receive maximum benefit from tax dollars.

We believe that our standard approach allows us to better address your specific project. We **look** at what you have (evaluation), **listen** to what you need (interactive programming), and then provide **designs** that address the needs specifically for each building. The integrated design process, which we have always implemented, seeks input from the owner(s), the employees who will be working in the building and the maintenance personnel who will be maintaining the facility. The success of many of our projects is a direct result of the information and ideas discussed during the initial planning and programming meetings.

2.1 Goal/Objective 1: Review existing plans, conditions and evaluate the site while communicating effectively with the owner to determine a plan that can be implemented in a manner that will minimize disruption and meet all objectives.

Communication, collaboration, and consensus are the three elements we feel are essential to the planning, design and building process. The architect is responsible for the finished product, but the design process must include guidance and review by the State of West Virginia and representatives from the WV DNR. Our goal is to develop a "partnership" with our clients – a relationship that includes a long-term commitment, trust, and shared vision.



ETB believes architectural design should be an interactive process. Design cannot be mass produced or provided in a "cookie cutter" fashion, it must be developed from scratch with the unique attributes of each individual project to reflect the vision you have for Watters Smith State Park. Our approach is not only about us and our ideas . . . it is about *you and your ideas*.

Our initial involvement will include a thorough examination of the existing park facilities. We will meet with WVDNR personnel to ensure the proposed new facilities can be best accommodated on the site. Vehicular and pedestrian access to, through and around the state park property will be evaluated with current and future needs considered.

ETB is currently working on several ATV-related projects that involve master planning rugged terrain to accommodate the projects. We were also involved with the

The ETB team will make every effort to ensure there is no disruption to DNR activities, with the exception of meeting with your employees during the planning stage. We will strive to minimize the impact this project will have on your visitors and park employees throughout all phases of the work.

2.2 Goal/Objective 2: As a portion of this process outlined in Objective 1, provide all necessary services to design the facilities described in this EOI in a manner that is consistent with The Division of Natural Resources needs, objectives, current law, and current code; while following the plan to design and execute the project within the project budget.

ETB has been developing architectural designs, plans, specifications, estimates and other construction/bidding documents for projects for over 50 years. Our projects and design services are dependent on both our abilities as architects and our commitment to perform and implement a set of standards in order to create a design that responds to the needs of our client. In house, ETB functions as a team of consultants with individual strengths and abilities emphasized by each employee's role within the team. In addition to being a strong design oriented firm, we offer expertise in communication, construction documentation, construction administration, and quality control.

The ETB team will emphasize the design of a safe, secure, and productive environment that will satisfy the current and future needs of Watters Smith State Park. In addition, our design will comply with all current state and local code requirements.

Our team of professionals will engage with the state and project stakeholders to collect data and correlate basis of design guidance to address facility functional and aesthetic criteria for the facility and develop detailed program requirements for each space. Our team includes **Hill Studio**, a specialist in land planning and landscape architecture.

If we are selected for the project, we will closely examine the site/civil needs associated with the master plan before we include a consultant as part of our team. We will utilize the firm that we feel best satisfies the needs of the project and is familiar with the terrain and underground/Geotech conditions. ETB maintains an on-going relationship with several site/civil firms within our state and region. While all of the firms we work with produce quality designs, the decision may rely on which firm can produce the documents and perform the necessary services within your timeframe. We will base our decision on what is in the best interests of the project.

BUDGET - It is our goal to design a facility within the established budget by thoroughly investigating the cost of materials and labor and utilizing the costs of past projects. The first step in maintaining a project budget is to make sure the budget represents an achievable goal. This is where honest, open *communication* between the Owner and design team is important. We believe that the management of costs and/or risks begins with the development of fully vetted alternatives which enable you to make informed choices about the project. We search for simple and effective solutions. The evaluation of cost must extend beyond the costs of construction, and consider the costs of operations, human resources, energy and sustainability.

2.3 Goal/Objective 3: Provide Construction Contract Administration Services with competent professionals that ensures the project is constructed and functions as designed.

Contract administration services are important in order to ensure construction conforms to construction documents; to support the design intent; to lessen project risks; to identify and resolve construction problems early; and assist you in understanding the construction process. The architect, serving as a construction administrator, observes construction for conformity to construction drawings and specifications. Standard Construction Contract Administration Phase Services provided by ETB include determining compliance with documentation based on site visits and review of shop drawings/submittals provided by the contractor.

Chris Canterbury is our construction administration manager and has been involved with projects all across our state. Chris provides efficient leadership in coordinating the team dynamics, budget, schedule, and the flow of information. He also assists the client with the management of services and consultants that may not be a part of this contract, but still may have an impact on workflow and infrastructure coordination.

Project Management - Our project managers provide efficient leadership managing the team dynamics, budget, schedule, and the flow of information. The project manager's role also includes assisting the client with the management of services and consultants that may not be a part of this contract, but still may have an impact on workflow and infrastructure coordination. The effective implementation of your goals and objectives will be realized through frequent and consistent collaboration among all the design disciplines.

Project Schedule Management - Completing projects on time requires effective schedule management and a commitment of the entire project team. The process begins with the development of the project schedule with input from each stakeholder engaged in the process. Accelerated schedules require even more dedication to benchmarks and deadlines, identifying production problems early and making the necessary adjustments before issues become too great to be effectively managed.

Cost Management - We believe that the management of costs and/or risks begins with the development of fully vetted alternatives which enable you to make informed choices about the project. We search for simple and effective solutions that will continue moving the project forward. We also believe that the evaluation of cost must extend beyond the costs of construction, and consider the costs of operations, human resources, energy and sustainability.

APPROACH

Our approach to the Watters Smith State Park Master Planning and Facilities for the WV DNR will begin with an examination of the program and a review of the existing state park facilities. Through careful and methodical planning, incorporating programmatic requirements established during the pre-design phase, the ETB team will develop conceptual design solutions.

In order to successfully accomplish your objectives, we normally approach a project in the following manner:

- Establish/review goals and objectives
- Examine the existing facilities and review areas that need preserved and/or enhanced – *project understanding*
- Work with the Owner on a Program of Spaces required for the new facilities
- Identify best access, site circulation and parking – for both visitors and employees – *site studies*
- List of improvements to utilities, telecommunications, and infrastructure
- Identify any Code issues to ensure compliance
- Estimate the timing, phasing and projected costs

COMMUNICATION with OWNER

ETB believes clear, effective communication is key to project success. We have unique and effective communication tools that help all involved better understand project design, challenges and solutions. As a team, we will plan and coordinate regularly scheduled meetings and conferences with the Owner and team members as the project progresses through the different phases of work.

ETB will communicate via drawings (3-D building modeling and plan graphics), phone conferences, scheduled face-to-face meetings, as well as e-mail and text communications.

We have also utilized project specific FTP website to distribute and post project information including design graphics, construction documents, meeting minutes, project photos, contract information, submittals, etc.

METHOD for MEETING GOALS

The Integrated Design Process is our process of design in which the owners, users and the ETB team (architects and engineers) are all integral team members. This integrated process and the implementation of high performance design requires both efficiency and innovation. In our role with this team as the design leader and project organizer, ETB will be responsible for coordinating and orchestrating the work of our in-house team with engineering consultants involved throughout the design, documentation, and administrative functions of the project. Utilizing the interactive design approach will best serve your needs by allowing us to better identify your objectives and produce long-term solutions.

Your projects will be completed by emphasizing the following activities:

- **Understanding goals.** We develop a plan for identifying and prioritizing individual goals as a means for addressing the overall project.
- **Brainstorming ideas.** We investigate opportunities for greater service through value engineering, strategic partnering, or an alternative delivery method.
- **Assuring timelines.** We generate a management plan to fulfill deliverables and meet milestones on schedule. All team members participate in and monitor this plan.
- **Maintaining client contact.** We are accessible, convenient, and committed to success from the beginning through the design process, and after completion.
- **Inviting performance feedback.** We involve all team members and clients in project evaluation at closeout and determine how well time, cost, and design goals were met.

MASTER PLAN PHASES OF WORK

I. Reference Information

During this phase we gather information needed to develop a comprehensive assessment of the needs, goals and operations of the state park. This includes mission statements, projected growth, program functions and community relationships. We strive to gain as much information concerning the following items:

- *Building Facility Issues* – This will include an analysis of existing historical facilities and their deficiencies / recommendations for preservation
- *Site Issues* – Including land use, recreation fields, pedestrian and vehicular circulation and access, parking, utilities and landscaping
- *Space Issues* – A space plan will be developed to include quantity, quality, obsolescence and adjacencies
- *Operational Issues* – State park operations costs and functions of services will be examined and assessed

II. Development Phase

The state park master plan design will include physical plans for the various components. Physical development priorities will be established. Relationships between the existing and proposed buildings will be examined as design solutions progress. Each component of the master plan (landscape, open space, facilities' needs, circulation, access, aesthetics, technologies, utilities, etc.) will be developed. Detailed results of the Master Plan design phase will be presented to the appropriate committees for approval. Cost estimates and lists of priorities will be established. Preliminary imagery will be developed for approval. Implementation strategies are developed to assure the plan is achievable. If not, adjustments may be required. The Master Plan will give direction, but must remain flexible, evolving to the specific needs of the state park.

III. Presentation Phase

Presentations will be made to the State of WV, WVDNR and representatives from the Watters Smith State Park. These presentations will be instrumental in obtaining the support necessary to achieve all the objectives set forth in the Master Plan.

FACILITY DESIGN PHASES OF WORK

Once the master plan has been approved, any facility designs will be accomplished in steps or phases as outlined below. We will not begin work on the next phase of the project without your approval.

Schematic Design Phase - The schematic design documents will establish the general scope and conceptual design for your project, and the scale and relationships of the building components. The main goal of this phase is to arrive at a clearly defined, feasible concept and to present it in a form that will result in your understanding and acceptance.

Design Development Phase - Services in the design development phase are structured to achieve the refinement and coordination necessary for a polished work of architecture. During this phase, decisions made in schematic design are worked out at a more detailed level to minimize the possibility of major modifications being needed during the development of construction documents.

Construction Document Phase - Construction documentation is the bridge between building design and physical building form. A key element of documentation services, construction drawings provide the instructions for transforming the design solution into brick, mortar, landscapes, access, etc. The purpose of providing construction document drawings is to provide graphic documentation for bidding and execution of construction services.

Bidding / Negotiation Phase - Construction procurement activities assist the client in obtaining competent construction services. Our team will prepare bid packages or request for proposals/qualifications, and we will support the selection, negotiation, and contract award processes.

Construction Phase / Contract Administration Services - Contract administration services are important in order to ensure construction conforms to construction documents; to support the design intent; to lessen project risks; to identify and resolve construction problems early; and assist you in understanding the construction process. The architect, serving as a construction administrator, observes construction for conformity to construction drawings and specifications.

This represents our standard phases of work. If the DNR has a different break-down of activities, perhaps by percentage of total completion, ETB will easily adapt to your format.

QUALITY MEASURES

Quality Control - Quality control starts with matching expectations about quality standards and life cycle costs with budget and scope during planning and design reviews. This continues through construction delivery with a program of inspections, tests, and certifications that are typically handled through a third-party agency. Quality control should flow seamlessly from one phase to another. The "partnership" we develop during the project assists us in maintaining a high level quality control standard with everyone working together in the project's best interest. We strive to coordinate performance among the entire project team in order for a completed building program to fully satisfy your needs and expectations. The quality control plan we follow should help eliminate errors, reduce cost and improve overall building quality.

ETB normally follows the plan as outlined below:

- Keep the lines of communication open and consistent between all team members with regularly scheduled project meetings
- Share lessons learned from recent similar projects, include value engineering
- In-house reviews to address issues with constructability and budget restraints
- Utilize past experiences related to construction administration – *Be Proactive*
- Provide post construction administration services to be utilized on future projects - Every project or opportunity can be a learning experience for continued growth to better serve clients

Quality Assurance - We feel quality assurance is the ability of an architect to provide the client with a set of documents that satisfies the client's needs and are as accurate as possible. ETB believes quality assurance is an ongoing process, not just a one-time occurrence. No project is perfect, however, we strive to achieve maximum client satisfaction.

To that end, we have set the following goals for ourselves:

- Promote teamwork
- Quality management throughout entire project – *Effective Communication*
- Prompt response to client's requests – *Availability*
- Creation of quality construction documents – *Purpose Driven*
- Error *prevention*, not error catching – *Standard Practices*
- Personal pride in our work - *Motivation*
- Education and Training in-house (staff mentoring) – *Continuing Education*
- Go the extra mile whenever necessary – *Service Oriented*

HISTORY

E. T. Boggess Architect, Inc. was established in Princeton, West Virginia, by Ted Boggess in 1966. ETB has been a successful architectural firm primarily because of a team approach and partnership-type attitude with all involved in the design and construction process. Having grown up in the practice and with a life-long love of architecture, Todd became a full-time presence with the firm in 1988 after receiving a Masters in Architecture from Clemson University. Their unique relationship as father/son/mentor/apprentice and, ultimately, partners was both exciting and rewarding and ETB continues to flourish and evolve under Todd's direction.



REPUTATION

Our firm lives or dies by its reputation. We have cultivated a team that strives to deliver the highest level of project management, service, and design. Our approach is client and site specific, and questions conventional assumptions. The greatest testament to the success of ETB's work goes beyond the organizational, operation and business stewardship we provide; it is in our enduring client relationships.

The architects at ETB are well-respected for their high ethical standards, as well as professional and civic activities. They have been asked to serve as expert witnesses and arbitrators in legal disputes. They have also been selected to serve on various local, state and national committees. These committees cover areas from determining local zoning ordinances to reviewing and developing educational requirements for future architects, to preserving West Virginia's historic architecture. In 2014, Todd was appointed to the WV Board of Architects by Governor Tomblin. The Board of Architects protects the life, health, and property of the people of the State of West Virginia by ensuring that proper architecture practices are used in the state.

SIZE

Bigger is not always better. ETB has purposely controlled size in order to maintain personal involvement and quality control. We feel that it is important to maintain close client contact so we can respond to your needs and questions, as well as address any situations that may arise in a timely manner. Our talented staff is ready to accommodate the needs of your project and ensure the successful completion of our current workload. The depth of our personnel is such that we can assign individuals to the appropriate task during each phase to ensure all your project's needs are satisfied.

TEAMWORK

Throughout our state, we have developed relationships with government agencies, contractors and material suppliers which will be valuable as we address the challenges associated with this project. ETB has worked with many of the code officials, including the state fire marshal, and consider them an extension of our team, another member who is concerned about the final design. We review our designs with the Office of the State Fire Marshal in Charleston at regular intervals during the design process, as well as on-site inspections during construction.

EXPERIENCE

Over the past 53 years, ETB has accomplished many different types of buildings in 12 different states and 1 foreign country. We have not limited ourselves by focusing on one particular type of project or a single location. Instead, we choose to maintain a diverse practice which allows us to begin each project with renewed enthusiasm. Our range of project types have helped us develop a broad knowledge base

ETB was one of the first architectural firms in the state to implement the use of computer-aided design and drafting into the everyday practice of architecture more than thirty-five years ago. Today we continue to implement current technology as we have become very efficient with photorealistic imagery through computer modeling and digital photography. The building 3-D model and associated imagery can be developed early in the design process for presentations. This helps everyone better understand design approaches and project contextual relationships within a setting.

Our firm has a great deal of experience creating graphic imagery as well as presenting the information to government agencies and the general public. Recent projects for the WV Higher Education and Policy Commission, the WV School Building Authority, as well as county school systems, have required us to generate imagery and create powerpoint presentations. This is just another step in the process of moving your projects forward and we are anxious to work with you to obtain the necessary approvals.

SCHEDULES & BUDGETS

ETB understands the importance of ensuring that all schedules and budgets are met. Our strength is in the delivery of appropriate and analytical solutions for complex buildings in strict conformance with budget and time constraints. Some of our most recent projects, especially for state agencies, have presented us with very rigorous scheduling goals.

Our team will do everything within our power to ensure the project stays within budget and on schedule. We will work with the general contractor to provide him with the information he needs as quickly as possible. As mentioned earlier, the key to addressing problems during construction will be **communication, collaboration, and consensus.**



OVERVIEW OF HILL STUDIO

Our Firm

Hill Studio is a certified micro business specializing in community planning, landscape architecture, architecture and historic preservation. We have fifteen professionals with demonstrated experience working with local governments, state agencies, private organizations, individuals, and non-profit entities. Our firm has completed over 2,300 projects and won over 40 state and national awards for planning and design excellence. We believe in asset-based development that builds on the special environmental, historic, cultural and scenic resources of a community. We work closely with our clients to recognize, establish and creatively reinforce the unique sense of place in each project.

Hill Studio is outstanding among planning and design firms because of the expert cross-discipline collaboration that we integrate into every project. We are committed to providing distinguished service and products that excel in creativity and environmental stewardship, while addressing specific client needs, budget, and schedules.

Our Studios and Areas of Expertise

Community Planning

- Community Engagement
- Town and Urban Design
- Comprehensive and Area Planning
- Downtown Revitalization
- Land Management and Development Codes

Landscape Architecture

- Land Development and Site Analysis
- Campus Master Planning and Design
- Streetscapes, Parks, Trails, and Greenways
- Low Impact and Sustainable Site Design



*Established 1988
Roanoke, Virginia*



Architecture

- Performance and Event Space Design
- Adaptive Reuse of Existing Buildings
- Green Building, Sustainable Design
- Workforce and Affordable Housing
- Designs for Residential Living

Historic Preservation

- Historic Tax Credits
- National Register Surveys and Nominations
- Section 106 Compliance and Mitigation
- Historic District Design Guidelines
- Cultural Landscape Preservation Planning

Other Services:

- Grant Research and Writing
- Exterior Signage and Environmental Graphics
- Interpretive Planning and Graphics
- Viewshed Analysis and Assessment
- Visualization



Why Choose Hill Studio?

We are experts in place-based design for communities, and in design for education, recreation and the arts. Our tailored community engagement and planning processes build broad project support, fostering implementation.



ATV Projects

- Location:** Multiple projects (resorts & lodging) / locations along the Hatfield-McCoy Trail
Contact: Jeffery Lusk, Executive Director, Hatfield-McCoy Trail Regional Authority
 304-752-3255
- Description:** ETB has been master planning several ATV related projects along with Hatfield-McCoy Trail. Projects have involved providing preliminary design graphics in order to submit to various applications in order to obtain funding.
- Goals:** Projects are awaiting funding and/or approval. Goals will be met as a result of diligent research, planning/programming and coordination between team members and the various owners.

Bathhouses for the Summit Bechtel Family National Scout Reserve

- Location:** Mt. Hope, WV
Contact: Rob Ridgeway, Project Manager for the Boy Scouts
 304-465-2800
- Description:** ETB provided a rustic design and construction administration for 330 bathhouse units which were built to serve almost 50,000 scouts at the new home for the boy scouts. Project had to be completed on-schedule.
- Cost:** \$14 million
- Goals:** Goals were met as a result of coordination between team members and the Owner's representative. Construction Administration activities required a full-time commitment from ETB and was instrumental in completing the project as required prior to the 2013 National Scout Jamboree.

WVDOH District 7 Headquarters

- Location:** Weston, WV
Contact: Brian Cooper, WVDOH District Engineer
 304-269-0400
- Description:** The new Office Building (29,915 sf) was built to provide centralized office and meeting rooms for DOH district operations. The new Equipment Shop (22,996 sf) was built to provide a centralized maintenance and repair facility for all DOH district equipment. Design of both buildings were based on previous designs accomplished for Districts 1, 6, 8, 9 and 10.
- Cost:** \$6.5 million (Office Building) and \$4.75 million (Equipment Shop)
- Goals:** Goals were met by reviewing previous standard designs with Owner's rep and district personnel. Revisions were made to accommodate specific district needs and to ensure buildings were adapted to each site. Construction administration services were provided concurrently and both projects were completed in 2018.

PIPESTEM STATE PARK CONFERENCE CENTER

Pipestem, WV

PROJECT DETAILS

owner/district:
WV DNR

year:
1999

size:
20,000 sf



The Pipestem Conference Center Project involved a two-story addition to the McKeever Lodge. The project centered around the addition of a multi-purpose conference area that can accommodate a single, large group or be divided with panels for multiple, smaller groups.

In order to allow for ADA compliant access, an enclosed, connecting bridge-way was designed to connect the new conference center to the existing lodge.

The existing kitchen area was also renovated during this project.



PIPESTEM STATE PARK CONFERENCE CENTER

Pipestem, WV



PIPESTEM STATE PARK PICNIC SHELTERS

Pipestem, WV



PROJECT DETAILS

owner/district:
WV DNR

year:
phased

ETB provided a picnic shelter design
used throughout Pipestem State Park.



BATHHOUSE DESIGN & CONSTRUCTION SUMMIT BECHTEL FAMILY NATIONAL SCOUT RESERVE

Mt. Hope, WV



PROJECT DETAILS

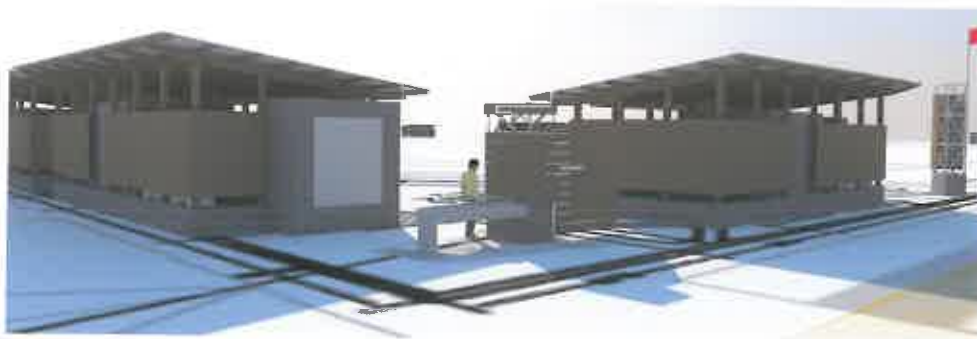
owner/district:
Boy Scouts of America

year:
2013

size:
330 units

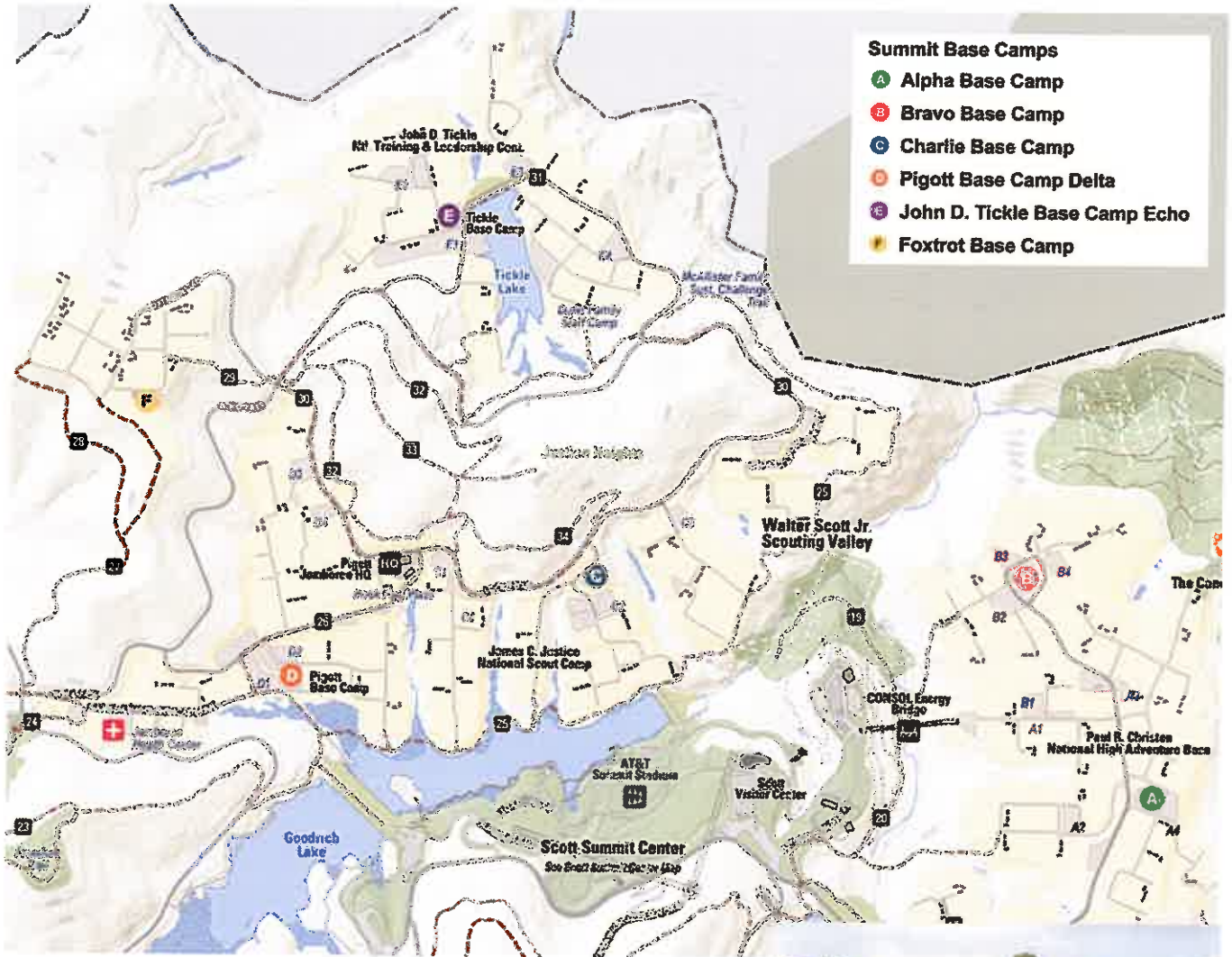
ETB provided design, graphic imagery construction documentation and administration for 330 bathhouses which were located throughout the national scout reserve. The bathhouses were spread throughout the six villages.

ETB worked in conjunction with Lake Flato Architects on this project.



BATHHOUSE DESIGN & CONSTRUCTION SUMMIT BECHTEL FAMILY NATIONAL SCOUT RESERVE

Mt. Hope, WV



OBSERVATION DECK SUMMIT BECHTEL FAMILY NATIONAL SCOUT RESERVE Mt. Hope, WV

PROJECT DETAILS

owner/district:
Boy Scouts of America

year:
2013

ETB designed a new ADA compliant observation deck overlooking the entire Boy Scout Reserve. The deck can accommodate over 100 sight-seers. In addition to providing a scenic view, the deck was used during construction to observe progress throughout the site.

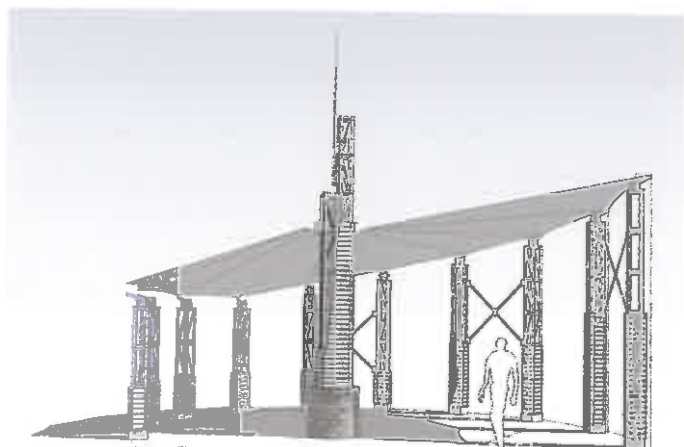
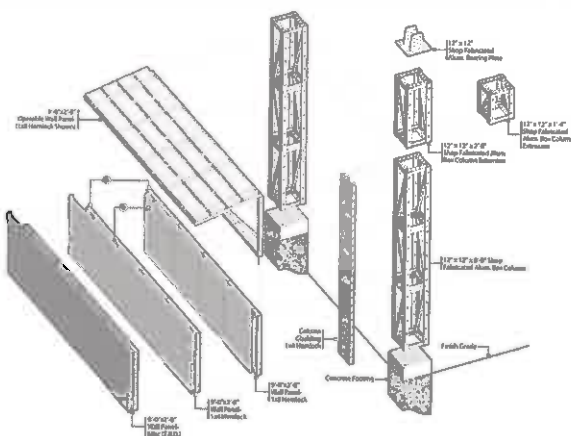
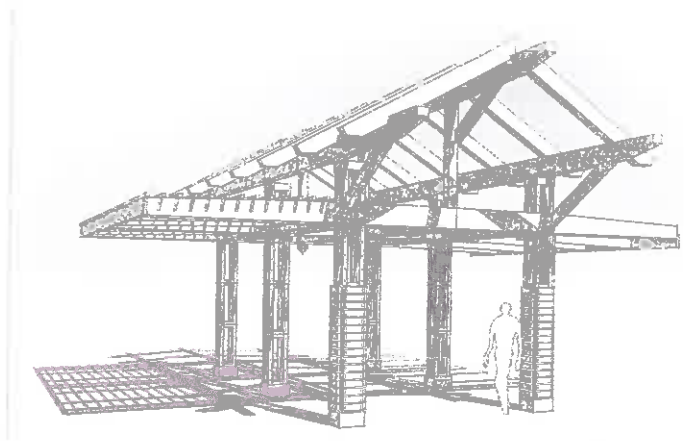
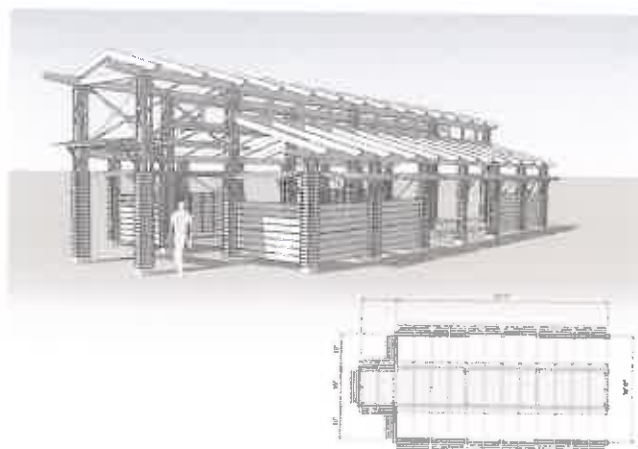
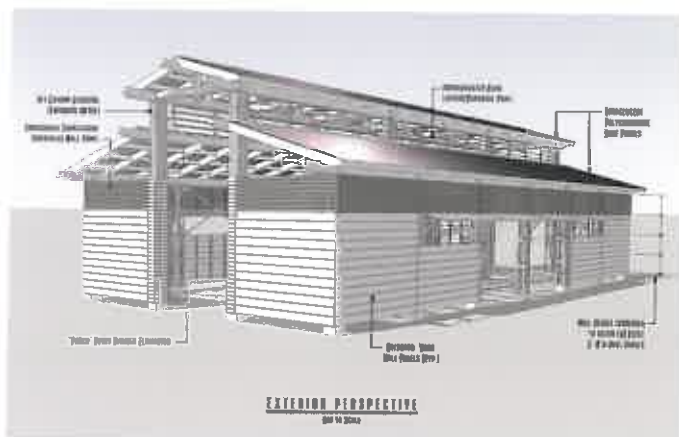


VIEW FROM OBSERVATION DECK



PAVILION DESIGN OPTIONS SUMMIT BECHTEL FAMILY NATIONAL SCOUT RESERVE Mt. Hope, WV

MODELS
AND
DETAILS



ATV RESORT AND LODGE

West Virginia



SITE MASTER PLAN

ATV RESORT AND LODGE

West Virginia

PROJECT DETAILS

owner/district:
Private Developer

year:
2019

size:
40 acres w/ 36,000 sf Lodge

ETB provided master planning and architectural design for the resort that will cater to the ATV enthusiast. The Architectural design for the resort facilities features a timber and stone exterior with woodcraft details representative of the National Parks rustic style with an Appalachian Mountain craftsman theme.



LODGE ENTRANCE



STANDARD COTTAGE



DELUXE COTTAGE



LODGE - SOUTH FACADE

PRIVATE ATV RESORT

West Virginia



PRELIMINARY MASTER SITE PLAN



WV TOURIST INFORMATION CENTER

Princeton, WV



PROJECT DETAILS

owner/district:
WV Parkways Authority

year:
1992

size:
7,200 sf

The West Virginia Tourist Information Center is "composed" of three pyramid-shaped skylites (41' x 41', 33' x 33' and 29' x 29') that enclose a large main exhibit hall with the information desk, multi-use small exhibit hall with a mezzanine level, and restroom facilities. The seemingly "high-tech" design is complimented by incorporating a dry, stacked stone wall and split-rail fence into the landscape and by utilizing an exposed wood framing system.

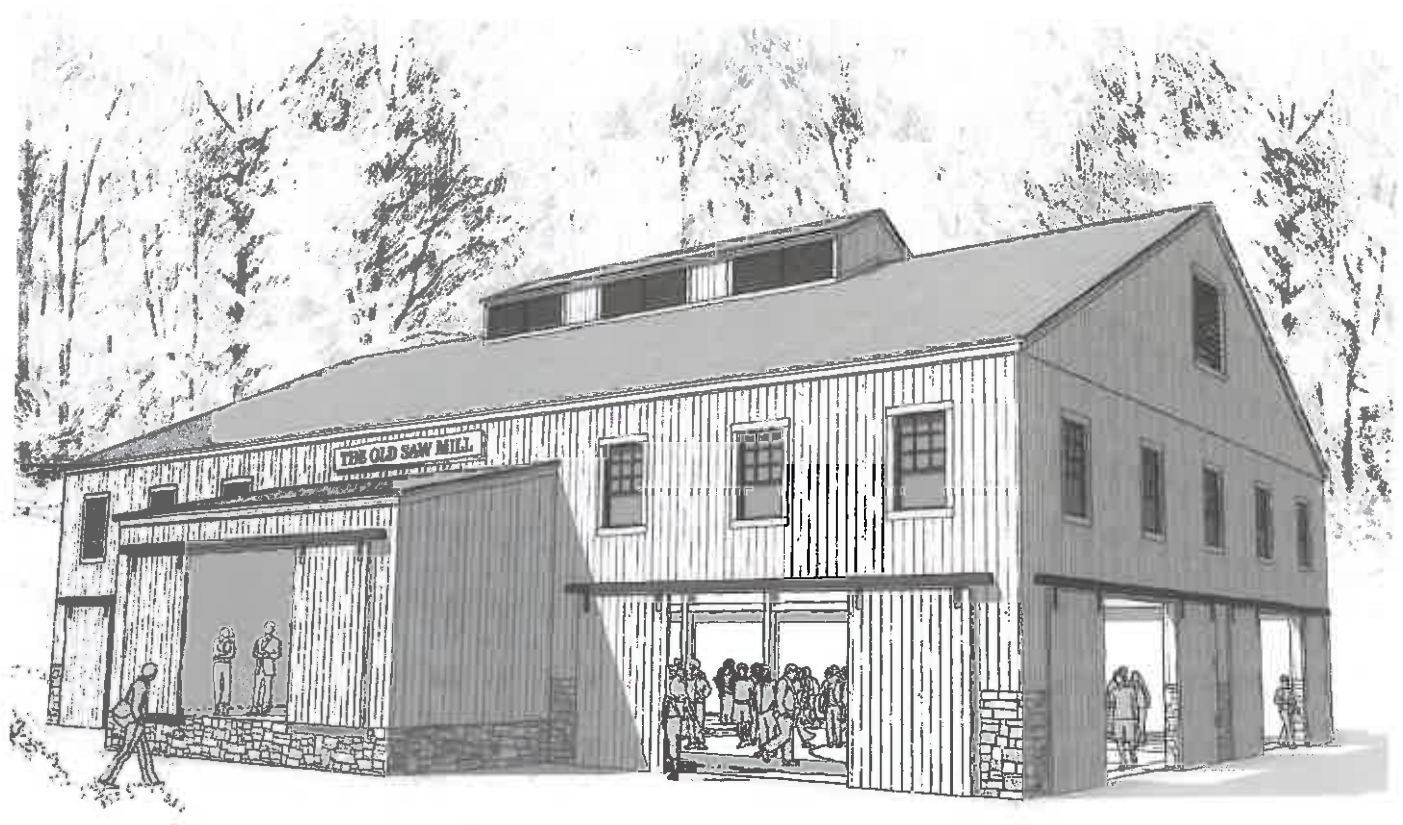
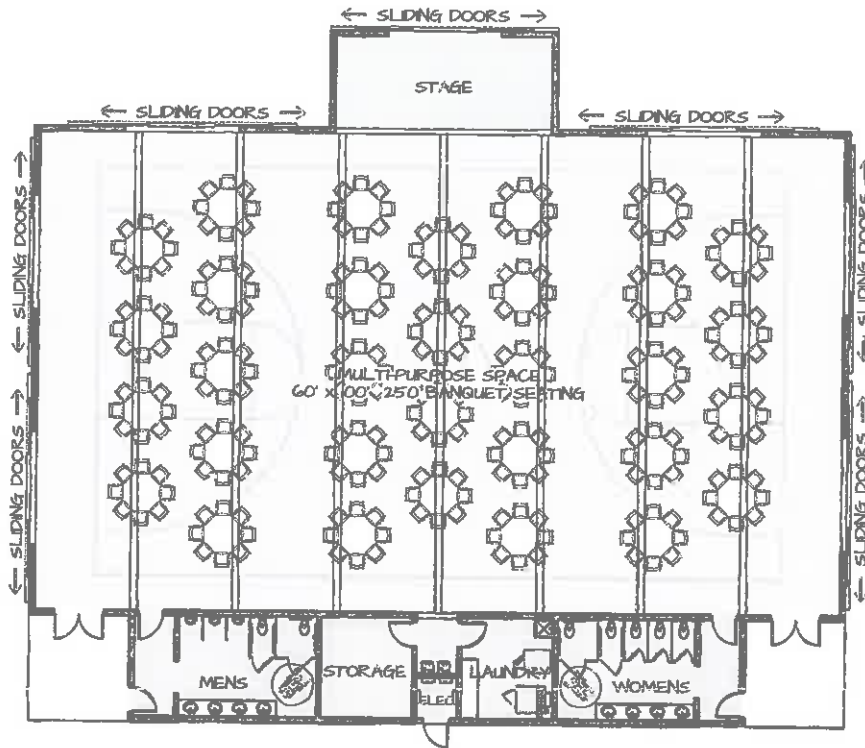
West Virginia products were used throughout the project, including hardwood flooring, "Terne" roofing and native field stone. Local artisans also have their creations on display. Over 100,000 people per year visit the facility which is located ten miles from the border at the intersection of I-77/460.

1994 WVAIA Merit Award Winner



MULTI-PURPOSE FACILITY CAMP CAESAR Cowen, WV

CONCEPTUAL
GRAPHICS



WV DOH DISTRICT SEVEN OFFICE BUILDING & EQUIPMENT SHOP

Weston, WV



Office Building



Equipment Shop



PROJECT DETAILS

owner/district:
WV DOH

year:
2018

size:
Office Building - 29,915 sf
Equipment Shop - 22,996 sf

The District Seven Office Building and Equipment Shop were completed within weeks of each other. The office building is similar to the ones already located at Districts Six, Nine and Ten. The Equipment Shop, originally called the maintenance building, has also been built for Districts Ten and Six. Each building is modified as needed to better serve the needs of the district and in order to accommodate the specific site conditions.

ETB provided the original complex design for District Ten, which included an office building, maintenance building, bridge/sign shop, and a lab building. The new buildings are being phased-in throughout the state. At this time, the following projects have been completed:

District One
Office Building

District Six
Office Building
Maintenance Building
Bridge & Sign Shop

District Eight
Equipment Shop

District Nine
Office Building

District Ten
Entire Complex

WILDERNESS BATTLEFIELD GATEWAY STUDY

CONCEPTS FOR PRESERVATION AND ECONOMIC DEVELOPMENT

ORANGE COUNTY, VIRGINIA

Following national attention sparked by the proposed development of a big-box retailer adjacent to a significant Civil War Battlefield, Hill Studio led a multi-disciplinary team of planners, landscape architects, economists, preservationists, and engineers to develop an alternative future land use and development plan for land surrounding Wilderness Battlefield. A Steering Committee guided project discussions (Civil War Trust, National Trust for Historic Preservation, National Parks Conservation Association, National Park Service, Piedmont Environmental Council, and Friends of Wilderness Battlefield). Project team members engaged diversified public and private stakeholders and the public in discussions that resulted in successfully blending economic development and historic preservation strategies for this rural agricultural county in northern Virginia. Planners and designers offered three development scenarios that included a mixed-use village, business/education campus, recreation/conservation lands, hamlet residential development, and a design-guided commercial corridor that integrated cultural and environmental resources. The plan included an implementation matrix with next steps and options for financial assistance. The final press release for the study cited the project as a model blueprint for cooperative efforts between local officials, landowners, and the preservation community for balancing conservation with economic development.



SMITH MOUNTAIN LAKE - RECREATION EVENTS GROUND MASTERPLAN

FRANKLIN COUNTY, VIRGINIA



Franklin County Parks and Recreation Department commissioned Hill Studio to develop a masterplan for a major multiuse recreational park. The major use for the park is centered around an annual national fishing tournament, usually hosted by ESPN. The park would attract multiple users including: fishing, boating, music, and water and jet skiing spectators. Other seasonal uses include a major campground and beach facility, multiuse trails, rustic mountain lodging, horse riding barns, and a business and corporate facility.

Hill Studio's challenge was to not only provide a program and layout for these uses, but the bigger challenge is to provide these uses in a sustainable way on the landscape. Several ways this is achieved is: emphasize permeable surfaces, preserve existing vegetation (majority of development is dedicated to non-vegetated areas), provide appropriate solar orientations, reuse of existing structures, provide connections to nature, and promote sustainable agricultural techniques to support the community.



BLUE RIDGE AMERICA AT EXPLORE PARK

ROANOKE, VIRGINIA



Virginia's Explore Park, an existing nature education center and tourist destination near the Blue Ridge Parkway, is being redeveloped to include new opportunities to shop and eat as well as explore and relax in the outdoor setting. Hill Studio has translated the vision of the developers into a master site plan that highlights the natural features of the Roanoke River and the undulating topography. Carefully woven into the rustic site are a Guest Services and Welcome Center, guest cabins and tree houses, a 1190 m² equestrian center, a Marina Center, a Mountaintop Hotel, a 9290 m² convention center, and a Central Village with 9290 m² of retail and dining space. An overhead gondola and an extensive network of trails wind over and through the site's mature forests to link the park's various attractions.



NATIONAL PARK SERVICE BLUE RIDGE MUSIC CENTER

GALAX, VIRGINIA



Washington Post

Washington Post

The Blue Ridge Music Center, the first ever National Park developed area built to interpret musical performance, is located at Fishers Peak along the Blue Ridge Parkway. This \$12 million facility includes a theater and interpretive building, informal music trail area, an amphitheater, parking, and support facilities. A covered bridge leads to the amphitheater. Overflow parking is provided in pastures to handle a capacity crowd of 900 cars. Details of the facility reflect Appalachian precedent, in keeping with Parkway tradition.



MASTERPLAN CHARRETTE
MOUNTAIN LAKE RESORT
MOUNTAIN LAKE, VIRGINIA



Colonists first recorded visiting Mountain lake in 1751. At 4000' elevation, the lake is the highest lake in the eastern United States. According to Wikipedia, the Moody family bought the hotel in the 1930's. The Mary Moody Northen Endowment presently maintains and operates the resort. The foundation was specifically established according to Mrs. Northen's final wishes to maintain the hotel and surrounding land as she had always known it, without overbuilding and, particularly, without significantly changing the resort or upsetting the delicate ecology of the beautiful surrounding land. Sponsored by the foundation and utilizing talents of many disparate parties of scientists, designers, builders, and managers, the charge of the master plan charrette was to plan new improvements to lay lightly on the land, to acknowledge the remarkable natural systems that make the resort unique, and to better position the historic property as an ecoresort. The Blueberry Ridge cabins, equestrian facilities, and future hotel improvements are components of this plan.



BERRY HILL RESORT AND CONFERENCE CENTER

SOUTH BOSTON, VIRGINIA



Hill Studio was the masterplanner for development of Berry Hill into an amenity-filled destination resort. In the 1850s, one of Virginia's largest slave plantations, and sporting one of America's best Greek Revival homes, the property was developed in the 1990s into an insurance company retreat center. With over 1800 acres in the plantation, the 2004 plan called for golf, fishing, trails, an equestrian facility, expansion of the hotel and conference facilities on the grounds, and immersion of a series of TND-style residential products into the the amenities package.



GULANG ISLAND HERITAGE MASTER PLAN

Xiamen Province, People's Republic of China



One of the most populated car-free islands in the world, Gulang Island is located at the base of a national park adjacent to the South China Sea. The island is famous for its car free environment, its scenic attractions and its world famous concert pianists. During the 17th and 18th centuries many entrepreneurial Europeans established residences and businesses on Gulang Island hoping to do business with the massive Chinese market. The Colonial Mansions left by the era of trade are a remarkable historic resource today. During the years of the cultural revolution, many of the mansions fell into disrepair and at this time remain a challenge to restore in a historically compatible manner. Using the current US investment tax credit structure, the Hill Studio team provided a model for foreign investment into a number of the older buildings as part of a complete island master plan sponsored by Tongji University. The master plan included recommendations regarding eco-tourism and historic preservation as well as future population planning and demographic maneuvering to create a more resort oriented island that contributes to the national park.



Management & Staffing Capabilities

Todd Boggess is President of E.T. Boggess Architect, Inc., and will serve as the design team leader. Todd will be the architect-of-record and will be assisted by . . .

Stephen Mackey is responsible for design, code review, project programming, and research standards review.

Nathan Turner will be the project manager responsible for coordinating all project information amongst the team.

Chris Canterbury is ETB's construction contract administration manager. With over 18 years of CA experience, Chris' knowledge and background of all building systems has been an invaluable asset to our team.

Todd Boggess and Nathan Turner, as project manager, also remain very active during the CA phase to help ensure the design intent is realized.

A component of our management approach is the development of an individual strategy for each project, focused on the specific problems to be solved. This strategy considers the staff members assigned to the project, the scheduling and duration of work phases, the use of special consultants or specialized studies. Our Project Management Plan (PMP) will document key management and oversight tasks and is updated throughout the project as changes occur. The plan will include a definition of your program goals, technical requirements, schedules, resources, budgets, and management programs.

Once we gain a better understanding of your scheduling targets, we will be able to determine exactly what resources we will need to dedicate to the project. Regardless of the schedule, we are confident that our manpower and skill level will remain more than adequate, even in the early, labor intensive phases. Our projected workloads and the depth of personnel available are such that staffing projects of this size and complexity will have no adverse impact on any current or future projects in our office.

Resumes for ETB and Hill Studio can be found on the following pages.

Todd Boggess, AIA, NCARB, Architect
President



EDUCATION

- Master of Architecture, Clemson University School of Architecture
- International Studies, Clemson University Daniel Center for Urban Design & Building Studies, Genoa, Italy
- Bachelor of Arts Degree in Design, Clemson University School of Architecture

RESPONSIBILITIES

Todd joined ETB as a project architect and office manager in 1988 after graduating from Clemson University. In January, 2001, he assumed the office of President.

Todd is responsible for . . .

- architectural design and development
- project management and coordination
- computer aided design and visualization
- interior design
- site planning

Your project will receive his complete attention, from the interview and project meetings, through the construction process. As the president of the firm, you are putting your trust in him and he takes that commitment very seriously. He wants to make sure you are satisfied with our service, performance, and design.

COMMITTEES

West Virginia Board of Architects (since 2014) – Governor Tomblin appointed Todd to this board which is responsible for protecting the life, health and property of the people of the State of WV by ensuring that proper architecture practices are used in the state.

Princeton Zoning Board of Appeals (since 2000) – Todd has been asked to serve on this local committee for the past 19 years. He currently serves as vice-chair. The board is responsible for reviewing and ruling on appeals to the existing Princeton Zoning Laws.

National Council of Architectural Registration Boards (NCARB) - Member

American Institute of Architects (AIA) - Member

PROJECTS

- Pipestem State Park (*Multiple Projects*), Pipestem, WV
 - Conference Center Addition
 - Kitchen Upgrades
 - Connecting Bridgeway
 - Deck and Ramp at Golf Clubhouse
 - Picnic Shelters
- The Summit Bechtel Family National Scout Reserve, Mt. Hope, WV
 - Bathhouse Design & Construction Admin.
 - Observation Deck
 - Pavilion Design Options
- ATV Trailcamp (*Master Planning & Cabins*) – Coaldale, WV
- ATV Resort and Lodge (*Master Planning & Preliminary Design*), Mingo County, WV
- ATV Resort and Lodge (*Master Planning & Preliminary Design*), Logan County, WV
- WVDOT District 10 Headquarters Complex, Gardner, WV
- WVDOT District 6 Headquarters Complex, Moundsville, WV
- WVDOT District 9 Office Building, Lewisburg, WV
- WVDOT District 1 Office Building, Charleston, WV
- WVDOT District 8 Equipment Shop, Elkins, WV
- WVDOT District 7 Office Building, Weston, WV
- WVDOT District 7 Equipment Shop, Weston, WV
- WV Parkways Authority Tourist Information Center, Princeton, WV

AWARDS

- WVAIA “Honor Award” for Renovation Design of the Princeton Public Library – April 2012
- Princeton/Mercer County Chamber of Commerce “Excel Award” – January, 2011
- *West Virginia Executive Magazine’s* “Young Guns” - Fall, 2003
- Princeton/Mercer County Chamber of Commerce “Citizen of the Year - 2000”
- Princeton Elks Club “Citizen of the Year - 2000”

Stephen Mackey
Planning & Design



EDUCATION

- Bachelor of Arts Degree in Design, Clemson University School of Architecture
- Master of Architecture, Clemson University School of Architecture

RESPONSIBILITIES

With over 30 years of experience in all phases of design and construction, Mr. Mackey provides strong design, management and leadership skills to the firm. His research methods enable him to ensure our projects are designed according to the most recent codes and standards. Specific project responsibilities include:

- code review and analysis
- program development
- conceptual design
- design visualization
- project coordination
- construction specifications

PROJECTS

Mr. Mackey rejoined ETB Architects in 2009 after serving as Executive Vice President for two architectural firms in Florida. During his absence, Mr. Mackey also served as project manager on several large school projects in the state of Florida and has been focused on education projects since his return to ETB.

- The Summit Bechtel Family National Scout Reserve, Mt. Hope, WV
 - Bathhouse Design & Construction Admin.
 - Observation Deck
 - Pavilion Design Options
- ATV Trailcamp (*Master Planning & Cabins*) – Coaldale, WV
- ATV Resort and Lodge (*Master Planning & Preliminary Design*), Mingo County, WV
- ATV Resort and Lodge (*Master Planning & Preliminary Design*), Logan County, WV

Nathan Turner, LEED G.A.
Project Manager



EDUCATION

- Bachelor of Science, Engineering – Architecture, Fairmont State University
- Master of Architecture (May, 2009), Boston Architectural College

RESPONSIBILITIES

Mr. Turner joined ETB in 2009 and brought with him a wealth of experience in architectural design, as well as construction methods and practices. His prior experience with educational facilities has already proven extremely valuable as we have several elementary, middle, and high school projects at various stages of completion. Nathan has obtained LEED certification and will assist in our efforts to provide a “green” approach to as many projects as possible.

Specific project responsibilities include:

- architectural programming
- construction documentation
- project management
- project coordination
- construction specifications
- construction administration

PROJECTS

- The Summit Bechtel Family National Scout Reserve, Mt. Hope, WV
 - Bathhouse Design & Construction Admin.
 - Observation Deck
 - Pavilion Design Options
- ATV Trailcamp (*Master Planning & Cabins*) – Coaldale, WV
- ATV Resort and Lodge (*Master Planning & Preliminary Design*), Mingo County, WV
- ATV Resort and Lodge (*Master Planning & Preliminary Design*), Logan County, WV
- WVDOH District 7 Office Building, Weston, WV
- WVDOH District 7 Equipment Shop, Weston, WV

Chris Canterbury, Associate AIA
Construction Administration Manager



EDUCATION

- Bachelor of Science Engineering Technology/Architecture, Fairmont State University

RESPONSIBILITIES

Chris joined ETB in 2000 as a CADD Technician. His focus in recent years has been project administration and his current position of Construction Administration Manager reflects that area of expertise. Your project will benefit from his superb organizational skills. He attends meetings and keeps track of your needs and wishes through notes and minutes. His timely response to submittals will ensure that your project stays on its construction schedule.

Chris is responsible for . . .

- construction administration
- organizing and attending meetings
- contacting material suppliers
- responding to contractor's requests for information
- reviewing submittals and shop drawings
- site visits/observations

PROJECTS

During the construction process, Chris attends the regular progress meetings, as well as special meetings with material suppliers and sub-contractors. He works closely with the contractor in maintaining the budget, adhering to the schedule, and ensuring quality control.

- Pipestem Conference Center (*Addition*), Pipestem State Park
- Hatfield-McCoy Regional Recreational Authority Offices, Lyburn, WV
- ATV Trailcamp (*Master Planning & Cabins*) – Coaldale, WV
- WVDOH District 7 Office Building, Weston, WV
- WVDOH District 7 Equipment Shop, Weston, WV



DAVID PLUNKETT HILL, ASLA

President of Hill Studio, Landscape Architect



David Hill is recognized for his creative design abilities that integrate historic preservation, architecture, urban design, community planning and landscape architecture in community plans and projects. He blends unique community assets and natural and cultural features to create a special sense of place that will leverage vital economic investment.

Specialties:

Community Design, Downtown Revitalization, Park Design, Parkways, Campus Design, Art and Performance Districts

Organizations/Affiliations:

American Society of Landscape Architects (ASLA)

Registration:

VA WV SC NC TN GA LA

Academic Background:

Master of Landscape Architecture
Harvard University, 1988

Bachelor of Landscape Architecture
Virginia Tech, 1984

Professional Background:

President
Hill Studio, Roanoke, Virginia

Project Manager

Caplinger Group, Ltd., New Orleans, LA

Apprentice to Paolo Soleri

Atcosanti Project, Mayer, Arizona

Awards and Distinctions:

VA American Society of Landscape Architects, Honor Award 2011 and VA American Planning Association, Planning Award 2011 - *Neighbors Guide to the Blue Ridge Parkway*

APVA Preservation Virginia, Founder's Award 2004 - *Preservation of Historic Landmark Landscape of Blue Ridge Parkway, Roanoke County*

Scenic Virginia, Best Preservation of a Scenic Viewshed 2004 - *Blue Ridge Parkway Viewshed Preservation, Roanoke County*

National Trust for Historic Preservation Honor Award for Preservation 1996, and the Virginia ASLA Merit Award for Planning 1993 & Virginia APA Merit Award 1993 - *Interstate 81 View Planning Project*

VA ASLA Honor Award 1993 - *Blue Ridge Parkway Exhibition*



Project Experience

Park Design and Master Planning

- Explore Park Master Plan - Roanoke County, VA
- Smith Mt. Lake Park, Waid Recreation Ctr., Pigg River - Franklin County, VA
- 20-year Parks Master Plan - Martinsville, VA
- 20-year Parks Master Plan - Christiansburg, VA
- Falling Creek Master Plan - Bedford, VA
- Smith Mountain Lake Park Master Plan - Huddleston, VA
- Dan Daniel Memorial Park, recreation complex master plan - Danville, VA
- Lake Spring Park Master Plan - Salem, VA
- Scout Island at Brechtel Park - New Orleans, LA

Recreational Facility Design

- Elmwood Festival Park and Performance Center - Roanoke, VA
- McDonald Farm Concept Plan - Vinton, VA
- Wolf Creek Master Plan Charrette - Vinton, VA
- Hunt Country Parks and Recreation Trails Master Plan - Camden, SC
- The Crooked Road: 25+ venues along Virginia's Heritage Music Trail
- Dunn's Meadow Master Plan on Overmountain Victory Trail - Abingdon, VA
- Beale Street/Handy Park Music Center Master Plan - Memphis, VA
- Chicory Square Revitalization - Bluefield, WV
- The Furnace: Gateway to the Crooked Road Amphitheatre - Rocky Mount, VA
- Blue Ridge Music Center Amphitheatre, National Park Service - Galax, VA
- Big Stone Gap Greenbelt Trail - Big Stone Gap, VA
- Haysi-Breaks Trail - Haysi, VA

Cultural Landscape Design and Preservation

- Fishers Hill Battlefield & Valley Pike Trails - Shenandoah Valley, VA
- Upstate South Carolina Revolutionary Battlefields Preservation Plan
- Wilderness Battlefield Gateway Preservation Study - Orange County, VA
- Blue Ridge Parkway, Neighbors Design Guide to Blue Ridge Parkway
- Blue Ridge Parkway, Last Chance Landscapes - Roanoke County, VA
- Hanging Rock Battlefield Trail - Roanoke County, VA



ALISON STONE BLANTON

Architectural Historian



Alison is responsible for cultural and historic preservation projects undertaken by Hill Studio. She has worked with planners, architects, economists, attorneys, and developers on Historic Tax Credit projects in Virginia and beyond. She has completed National Register nominations and architectural/district surveys, and consults frequently with State Historic Preservation Officers and the National Park Service to assist clients in coordinating historic preservation projects with state agencies.

Organizations/Affiliations:

Roanoke City Architectural Review Board
(member 1998-2013)

Roanoke Valley Preservation Foundation
(Board of Trustees/President)

History Museum & Historical Society of
Western Virginia (Board of Directors)

Academic Background:

Master of Architectural History /
Certificate in Historic Preservation
University of Virginia, 1991

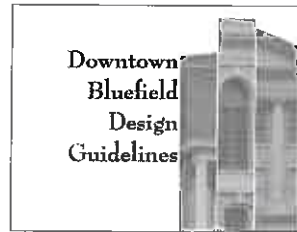
Bachelor of Arts, Plan II Honors
University of Texas, Austin, 1983

Professional Background:

Architectural Historian, Hill Studio
1994 to present
Roanoke, Virginia

Distinctions:

Meets National Park Service Guidelines
for Professional Services (Code of Federal
Regulations, 36 CFR Part 61)



Project Experience

National Register Nominations

- Roanoke River & Railroad Historic District - Roanoke, VA
- Crompton-Shenandoah Textile Plant - Waynesboro, VA
- Historic Gas Stations MPD and Carlin's Amoco Station - Roanoke, VA
- Fine Creek Mills Historic District - Powhatan County, VA
- Spring Valley Rural Historic District - Grayson County, VA
- Holbrook Ross Historic District - Danville, VA
- Salem School - Charlotte County, VA
- Downtown Courthouse Hill Historic District - Lynchburg, VA
- Black Horse Tavern/Bellevue Historic District - Roanoke, VA
- Roanoke Downtown Historic District - Roanoke, VA
- Colonial Theatre - South Hill, VA
- Rivermont Historic District - Lynchburg, VA
- Grandin Road Commercial Historic District - Roanoke, VA
- Fieldale Historic District - Henry County, VA
- Keysville Train Station - Keysville, VA

Historic Tax Credit Projects

- Center in the Square - Roanoke, VA
- N&W General Office Buildings (Higher Education Ctr.) - Roanoke, VA
- Roanoke City Market Building - Roanoke, VA
- Lynchburg City Courthouse - Lynchburg, VA
- Attucks Theatre and Office Building - Norfolk, VA
- Patrick Henry Hotel - Roanoke, VA
- N & W Passenger Station - Roanoke, VA
- Ann Wingfield School - Culpeper, VA
- Grandin Theatre - Roanoke, VA
- Kemper Street Station - Lynchburg, VA
- Hopkins Candy Factory - Manassas, VA
- Imperial Tobacco Complex - Rocky Mount, NC

Design Guidelines

- Roanoke Residential Pattern Book - Roanoke, VA
- Historic District Guidelines - Waxhaw, NC
- Historic District Design Guidelines - Southern Pines, NC



GREG WEBSTER, RLA, LEED AP

Landscape Architect

With over 23 years of experience as a landscape architect and designer, Greg has experience in master planning for business and technology parks, downtown urban design projects, tourist and resort facilities, and major public facilities. Over the past several years, Greg has been involved in site design and implementation of the South Jefferson Biomedical Campus which is a major business redevelopment project in the City of Roanoke.

Organizations/Registration

Roanoke City Arts Commission,
Co-Chair

Academic Background

*Bachelor of Landscape
Architecture*
Virginia Tech, 1995

Computer Science
George Mason University, 1990

Professional Background

Landscape Architect, Hill Studio
2001 to present
Roanoke, Virginia

*Landscape Designer, Nelson and
Associates*
2000-2001
Philadelphia, Pennsylvania

*Project Manager, Margie Ruddick
Landscape Architects*
1998-2000
Chestnut Hill, Pennsylvania



HILL
STUDIO

Project Experience

Outdoor Recreational Projects

- Heartwood Artisans' Center - Abingdon, VA
- Spearhead ATV Trails Wayfinding Plan - Coeburn, VA
- Franklin County Summit View Recreational Park Master Plan
- High Knob Tower - Norton, VA
- Smith Mountain Lake Penhall Park Master Plan
- Phelps Fam Motor Cross Resort - Hardy, VA
- Roanoke Parks and Greenways Signage Guidelines, Communication Merit Award winner, *Virginia Chapter of ASLA* - Roanoke, VA
- Turman Park Master Plan - Christiansburg, VA

Site and Master Planning

- Heartwood Artisans' Center - Abingdon, VA
- Zhang Jia Gang Ecological Park, Construction Documentation for kayak and wetland park - China
- Carilion Riverside Center Streetscape Improvements - Roanoke, VA
- Carilion Riverside Center Clinic - Roanoke, VA
- Carilion - Virginia Tech College of Medicine - Roanoke, VA
- Carilion HST - Roanoke, VA
- SW VA Medical School & King College of Medicine - Abingdon, VA
- Radford University Fine Arts Center - Radford, VA
- Virginia Military Institute, Kilbourne Hall - Lexington, VA
- Virginia Tech Bioinformatics Institute Phase 3 - Blacksburg, VA
- Virginia Tech Myers Lawson School of Construction - Blacksburg, VA
- Radford University Muse Hall Plaza - Radford, VA

Urban Design and Downtown Revitalization

- Downtown Revitalization Development Plan - Wise, VA
- Roanoke City Parks Signage Plan - Roanoke, VA
- Wise Big Glades Square - Wise, VA
- Henry County Towns Revitalization - Bassett and Fieldale, VA
- Downtown Revitalization Master Plan - Pulaski, VA



Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

State of West Virginia
 Centralized Expression of Interest
 02 - Architect/Engr

Proc Folder: 624437

Doc Description: Addendum No 1, A/E Services-Watters Smith State Park Project

Proc Type: Central Contract - Fixed Amt

Date Issued	Solicitation Closes	Solicitation No		Version
2019-09-16	2019-09-24 13:30:00	CEOI	0310 DNR2000000003	2

BID CLERK

DEPARTMENT OF ADMINISTRATION

PURCHASING DIVISION

2019 WASHINGTON ST E

CHARLESTON

WV 25305

US

Vendor Name, Address and Telephone Number:

E.T. Boggess Architect, Inc.

PO Box 727

Princeton, WV 24740

101 Rockledge Avenue

304-425-4491

FOR INFORMATION CONTACT THE BUYER

Guy Nisbet
 (304) 558-2596
 guy.l.nisbet@wv.gov

Signature X

FEIN #

55-0515917

DATE September 23, 2019

All offers subject to all terms and conditions contained in this solicitation

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: DNR2000000003

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.

E.T. Boggess Architect, Inc.

Company



Authorized Signature

September 23, 2019

Date

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

Revised 6/8/2012



Purchasing Division
 2019 Washington Street East
 Post Office Box 60130
 Charleston, WV 25305-0130

State of West Virginia
 Centralized Expression of Interest
 02 - Architect/Engr

Proc Folder: 624437

Doc Description: A/E Services-Watters Smith State Park New Facilities Project

Proc Type: Central Contract - Fixed Armt

Date Issued	Solicitation Closes	Solicitation No	Version
2019-08-28	2019-09-24 13:30:00	CEOI 0310 DNR2000000003	1

BID RECEIVING LOCATION

BID CLERK
 DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
 2019 WASHINGTON ST E
 CHARLESTON
 US

WV 25305

VENDOR

Vendor Name, Address and Telephone Number:

E.T. Boggess Architect, Inc.
 PO Box 727
 Princeton, WV 24740

101 Rockledge Avenue
 304-425-4491

FOR INFORMATION CONTACT THE BUYER

Guy Nisbet
 (304) 558-2596
 guy.l.nisbet@wv.gov

Signature X

FEIN #

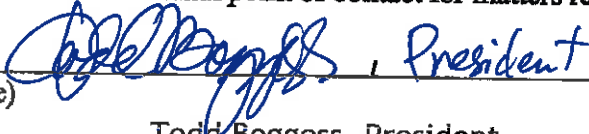
55-0515917

DATE

September 23, 2019

All offers subject to all terms and conditions contained in this solicitation

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



(Name, Title) Todd Boggess, President


(Printed Name and Title) Todd Boggess, President

(Address) PO Box 727, Princeton, WV 24740

(Phone Number) / (Fax Number) (P) 304-425-4491 / (F) none

(email address) etb@etbarchitects.com

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.

E.T. Boggess Architect, Inc.
(Company)
 Todd Boggess, President
(Authorized Signature) (Representative Name, Title)

Todd Boggess, President
(Printed Name and Title of Authorized Representative)

September 23, 2019
(Date)

(P) 304-425-4491 / (F) none
(Phone Number) (Fax Number)

West Virginia Ethics Commission
Disclosure of Interested Parties to Contracts

(Required by W. Va. Code § 6D-1-2)

Name of Contracting Business Entity: E.T. Boggess Architect, Inc. **Address:** PO Box 727, 101 Rockledge Avenue
Princeton, WV 24740

Name of Authorized Agent: Todd Boggess **Address:** 101 Rockledge Ave., Princeton, WV

Contract Number: DNR2000000003 **Contract Description:** Watters Smith SP Improvements

Governmental agency awarding contract: WV Division of Natural Resources

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.
Hill Studio, Roanoke, VA

- 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.
Todd Boggess

- 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:  Date Signed: September 23, 2019

Notary Verification

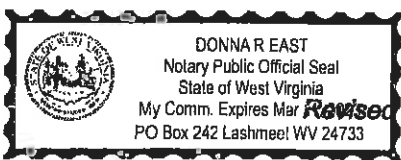
State of West Virginia, County of Mercer

I, Todd Boggess (Todd Boggess), 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.


Notary Public's Signature

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



Revised June 8, 2018

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: E.T. Boggess Architect, Inc.

Authorized Signature:  Date: September 23, 2019

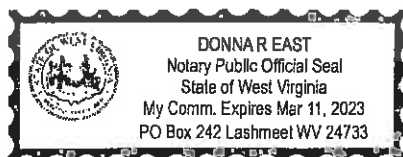
State of West Virginia

County of Mercer, to-wit:

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

My Commission expires March 11, 2023.

AFFIX SEAL HERE



NOTARY PUBLIC



Purchasing Affidavit (Revised 01/19/2018)