

A/E Services for West Virginia Educational Broadcasting

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WV PURCHASING  
DIVISION

# ROOF REPLACEMENT 600 CAPITOL STREET

EXPRESSION OF INTEREST BY:  
PICKERING ASSOCIATES

February 27, 2020

**PICKERING  
ASSOCIATES**  
*Architects • Engineers • Surveyors*

**EST. 1988**

# **OUR MISSION**

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

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West Virginia Educational Broadcasting Authority  
Dusty Smith  
2019 Washington Street, East  
Charleston, WV 25305



Ms. Smith,

Pickering Associates is pleased to have the opportunity to submit this proposal for providing Architectural/Engineering services for the roof replacement at 600 Capitol Street. We feel confident our design team is very qualified to provide design services for this project.

Pickering Associates is a premier all-inclusive A/E Firm with offices located throughout West Virginia and Ohio. Work on this project will be based out of our office in Charleston, WV. The following proposal outlines our technical expertise, management, staff capabilities and experience for providing high-quality engineering and architectural services. Our approach will offer advantages in methodology and delivery, which will elevate the success of your project both now and for years to come. Our firm will provide full architectural and engineering services in house to complete the scope of your project.

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

In review of the roof at 600 Capitol Street, I can see several problems that need to be addressed. Creating positive drainage is the most important issue that we will resolve. Also, the multiple types of roofing creates leaks over time where they are transitioned into each other.

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

Respectfully submitted,

A handwritten signature in red ink, which appears to read "Sean G. Simon, AIA". The signature is written in a cursive style.

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

# ABOUT THE COMPANY

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

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

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



**“WE ARE  
COMMITTED TO THE  
PROFESSIONAL  
DEVELOPMENT AND  
TECHNICAL  
ADVANCEMENT OF  
OUR EMPLOYEES.”**

# ABOUT THE PEOPLE

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

Successfully executing more than 10,000 projects in its history, the firm has built a tremendous wealth of experience gaining insight into what works for each of our client types. Those lessons learned add substance to our work and provide our clients with unparalleled value.

Our objective is to partner with our clients improving their performance, flexibility, life-cycle cost, sustainability and ultimately well-being.

## LEADERSHIP

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### V.P. of Marketing & Development

Traci Stotts, AIA, NCARB  
Architect

### C.E.O. & President

Ryan Taylor  
Sr. Project Manager

### Executive V.P. of Design

David Boggs, P.E., CPD  
Sr. Mechanical Engineer

### V.P. of Projects

Zac Campbell, P.M.P.  
Sr. Project Manager

### V.P. of Construction

Mark Welch, P.E.  
Sr. Project Manager

## DEPARTMENT LEADS

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### Civil Engineering

Spencer Kimble, P.E.

### Electrical Engineering

Carl Henson, P.E.

### Mechanical Engineering

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

### Piping Engineering

Patrick Flora, E.I.

### Structural Engineering

Eric Smith, P.E.

### Architecture

Traci Stotts, AIA, NCARB

### Building Information Modeling

Chris Algmin, AIA, NCARB

### Construction Administration

Ronald Arnold

### Surveying

Bill Showalter, P.S.

## BRANCH MANAGERS

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### Athens

John Bentz, P.E.

### Charleston

Sean G. Simon, AIA, NCARB

### Fairmont

Pamela Wean, AIA

# YOUR PROJECT

## **Goal/Objective 1: Evaluate all roof systems to determine construction and test for asbestos presence.**

Pickering Associates would use our 3D scanning technology to produce accurate plans of the existing roof layout, drains, copings, and slopes. This information also helps determine locations of ponding water. In addition to the roof layout we would note all penetrations, transitions, and types of copings around the roof. We would employ a commercial roofing company perform core cuts of the existing roof to determine roof make up and overall thickness of insulation. We would also employ an asbestos testing agency to test the core samples and determine type and percentage of asbestos in the samples.

## **Goal/Objective 2: Design a roof system that improves drainage efficiency and prevents ponding.**

Based on our site assessment of the roof planes, Pickering would design a new roof layout that maintained positive drainage as well as providing for emergency overflow if a drain became clogged.

## **Goal/Objective 3: Produce specifications that follow industry best-practices and state purchasing guidelines for use in bidding out the construction phase of the project.**

Pickering Associates has developed plans and specifications for over 1 million square feet of re-roof projects over the past 3 years. We also have done multiply projects that have gone thru state purchasing and we are very familiar with their guidelines.



## **Goal/Objective 4: Provide project management and supervision of the construction phase of the project.**

This project and construction administration will be managed by Sean G. Simon, AIA, NCARB. He has 28 years of experience and is also the Branch Manager of the Charleston office for Pickering. Drawings and specifications will be reviewed with the Owner at 30%, 60% and 90% completion milestones. A cost estimate will be generated using RS Means cost data at each of the completion phase gates. During construction, Sean will make a site visit each week and issue a report describing work completed and any issues that need to be resolved. A punch list will be generated at the end of the project. Then a follow up visit will be made to verify that all items on the punch list are complete.



## YOUR PROJECT

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### Project Owner

WV Educational  
Broadcasting Authority

## LEADERSHIP

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### Project Manager

Sean G. Simon, AIA, NCARB  
Charleston Branch Manager  
Architect  
Construction Administration

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Sean will serve as the main point of contact and coordinate all Pickering Associates work. Sean will also serve as Project Architect, as well as Construction Administrator.

## DESIGN TEAM

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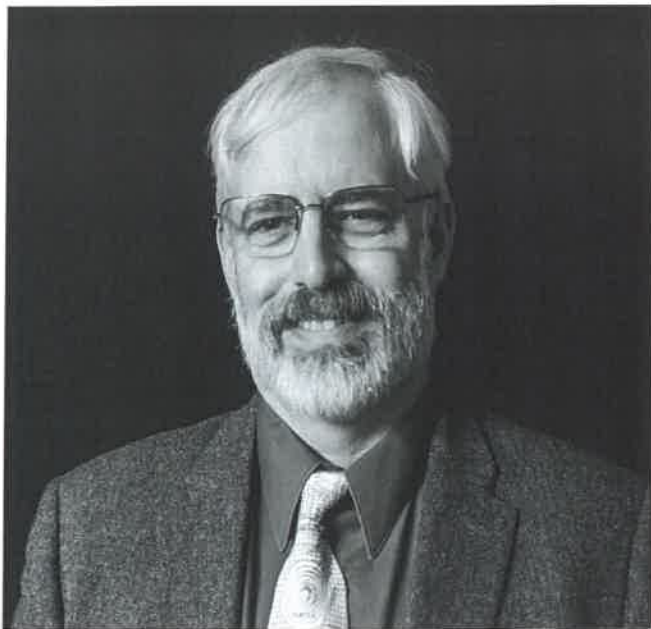
### Architecture/Drafting

Alan Reece

### 3D Scanning

Nick Arnold





## SEAN G. SIMON, AIA, NCARB

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

### BACKGROUND:

#### EDUCATION

CONSTRUCTION SPECIFICATIONS INSTITUTE  
CONSTRUCTION DOCUMENT TECHNOLOGIST

UNIVERSITY OF TENNESSEE  
PROFESSIONAL BACHELOR OF ARCHITECTURE

#### LICENSES

PROFESSIONAL ARCHITECT  
WV

YEARS EXPERIENCE  
28 YEARS

QUALITY IS NOT AN ACT,  
IT IS A HABIT.

Aristotle

- Construction Administrator and designer for over 1 Million square feet of roof replacements at various Wood County Schools in West Virginia.
- Project Architect and construction administrator for the following facility Roof Projects:
  - Westbrook Health Services – Amity Building
  - Greenmont Elementary School
  - Edison Middle School
  - Emerson Elementary School
  - Fairplains Elementary School
  - Hamilton Middle School
  - Jefferson Elementary School
  - Kanawha Elementary School
  - Neale Elementary School
  - Parkersburg High School
  - Van Devender Middle School
  - Vienna Elementary School
  - Jefferson Administration Building
  - Parkersburg South High School
  - Edgelawn Physical Facilities
  - 19th Street Transportation Garage
  - Maplewood Facility
- Project Architect for the following Roof Projects:
  - Washington State Arts and Science Building
  - Washington State Library Building
  - McKinley Elementary School
  - Lincoln Training Center
  - Worthington Elementary School
  - WV Governor's Mansion



## NICHOLAS M. ARNOLD

BIM COORDINATOR  
ARCHITECTURAL DESIGNER  
3D PRINTING TECHNICIAN  
BUILDING MODELING/GRAPHIC RENDERING,  
TECHNICAL SUPPORT

### BACKGROUND:

#### EDUCATION

MARSHALL UNIVERSITY  
M.S. TECHNOLOGY MANAGEMENT  
MIAMI UNIVERSITY OF OHIO  
B.A. ARCHITECTURE

#### YEARS EXPERIENCE

12 YEARS

- 3D Laser Scanning Technician for various existing facility data capture efforts.
- Design Architect for the facade renovations at West Virginia University at Parkersburg's Downtown Center.
- Project Architect for the Theatre Renovations at West Virginia University at Parkersburg.
- 3D printed conceptual building addition for higher education institution in Marietta, Ohio.
- Modeler for coordination and design of a state of the art mineral wool facility in Jackson County, W.Va..
- Collected and Analyzed building/site data to develop a current inventory of spaces and use-cases for a local university to prepare for campus master planning activities.
- Digitally modeled and rendered conceptual renovation designs for a residence hall at Ohio Valley University in Vienna, W.Va. for marketing and fund raising literature.
- Field documented existing conditions at a funeral home in Belpre, Ohio for an expansion/renovation project.
- 3D Printing Technician responsible for converting 3D models, printing and developing presentation displays for a variety of building, structure, equipment and utility models for project team meetings and design reviews.
- Modeled and rendered proposed design concepts for modifications to existing conference, hospitality and classroom facilities at several local institutions.

DESIGN IS WHERE SCIENCE AND ART BREAK EVEN.

Robin Matthew



# ALAN REECE

DESIGNER  
CONSTRUCTION ADMINISTRATION

## BACKGROUND:

### EDUCATION

UNIVERSITY OF TENNESSEE KNOXVILLE  
MASTERS OF ARCHITECTURE + DESIGN

AALTO UNIVERSITY OF ANIEMI HELSINKI  
FINLAND ARCHITECTURE + WOOD INSTITUTE

SAMFORD UNIVERSITY BIRMINGHAM  
B.S., IN MATHEMATICS + BUSINESS

YEARS EXPERIENCE  
13 YEARS

EVERY PRODUCT OF  
ARCHITECTURE SHOULD  
BE A FRUIT OF OUR  
ENDEAVOR TO BUILD AN  
EARTHLY PARADISE FOR  
PEOPLE.

Alvar Alto

- Designer and Construction Administration for 1.4 Million sq ft of Roof Replacement at Various Schools for Wood County Schools in West Virginia over a 5 year period.
- Designer and Construction Administration at Camden Clark Medical Center Parkersburg for 50,000 sq ft New Emergency Department and Patient Wing.
- Designer, Construction Manager and Material Purchasing for construction of a 2,500 sq ft Hurricane Resistant Residential Home in Eleuthera, Bahamas.
- Designer and Construction Administration for 40,000 sq ft of Roof Replacement and Interior Renovation at Emerson and Wood Co. Public Library.
- Designer and Construction Administration for Art Science and Library 40,000 sq. ft. of Roof Replacement at Washington State Community College.
- Designer for New Construction and Roof Design for Industrial Projects at Kurary Washington Works.
- Designer and Construction Administration for Roof Replacement at CSL Plasma in Parkersburg, WV.
- Designer for Botanical Research Building Roof Replacement at Ohio University in Athens, OH.



## ROOFING

Pickering Associates has an extensive portfolio in roof replacements. We are experienced with the following types of roof systems: Slate, Metal, Asphalt Shingle, Coal Tar Build Up, TPO, and EPDM. With project types from Education to Healthcare, we have developed designs from minor repairs to extensive replacement roofing projects. Our team's commitment to providing clients with the highest quality design is what makes us superbly qualified in roofing design and replacements. Our diverse portfolio and individualized approach to every project enables us to exceed client's expectations.

For a Roof project our first step is to understand the building and it's needs. With our 3D Scanner and our thermal imaging technology we are able to take accurate measurements and assess current conditions. Pickering Associates has invested in state-of-the-art 3D Scanning technologies to more quickly and accurately document existing site conditions. This helps our design teams capture existing site data in more detail. This enables us to save on project time and money by identifying issues that need to be addressed. Problem areas such as a ponding area can be identified and the new insulation design can compensate so that water drains properly.

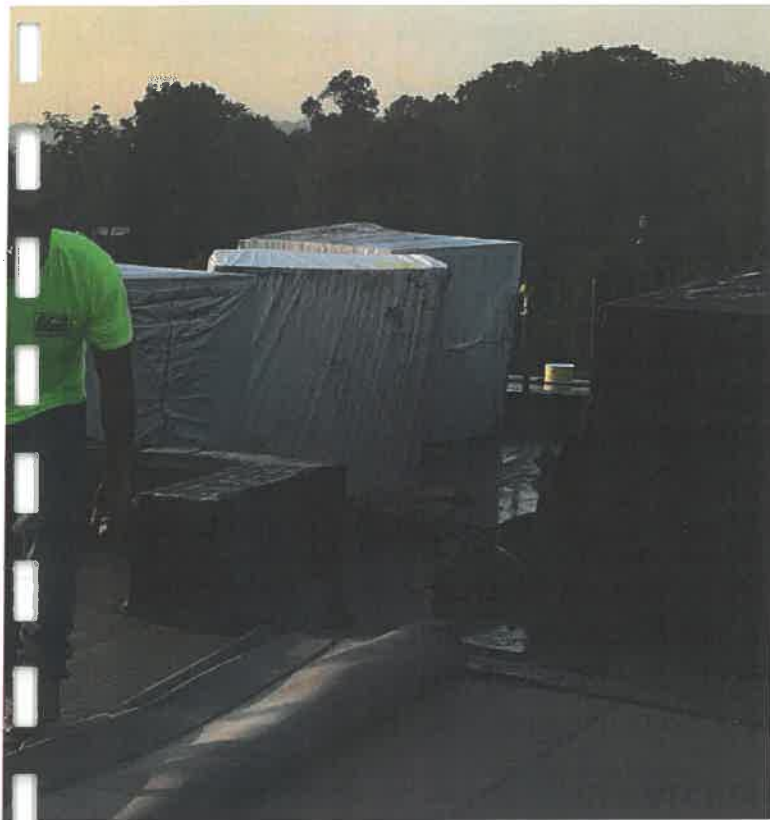
Another important aspect of our approach with Roof renovations is the construction stage.

During an occupied space renovation, it is important to maintain a clean air quality control plan during construction. This enables any particles or fumes that may be in the air to safely exit the building without affecting those who are working in the space. It is also important to identify points of egress into and out of the building so that building traffic will not be impacted by the roof work.

Our Construction Administration team is vigilant in this progress and involved from day one in the design to ensure this control is maintained throughout the design and carried into construction.

## OUR APPROACH

With the selection of Pickering Associates, your organization gains the full depth of our organization. All projects are scheduled out through all phases of delivery by our resource manager and the project manager, assigning the necessary resources to perform to the schedule necessary for that project and



highlight major milestones long before they could become an issue. With more than 60 professionals on staff, you can be confident that Pickering Associates has the resources to meet your project schedule.

Because we are a full-service firm, we are able to provide a better coordinated project than firms who are required to use outside consultants. We organize regular in-house project team coordination meetings throughout the design phases of a project to discuss and resolve any issues or concerns that may arise. We feel that this face-to-face coordination with our design team is more effective and efficient than coordinating via email or over the phone. Our close coordination efforts have proven valuable in many cases where the design schedule is accelerated and/or where there is equipment in the project that requires the effort and coordination of several disciplines.

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

## OFFICE LOCATION:

318 Lee Street, West  
Charleston, WV 25302  
1.2 Miles from Project Site

## CONTACT INFORMATION:

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

## SERVICES:

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

Rated as one of the  
**TOP**  
Engineering Firms in  
West Virginia.

- *The State Journal*



## *Our Unique Qualities:*

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

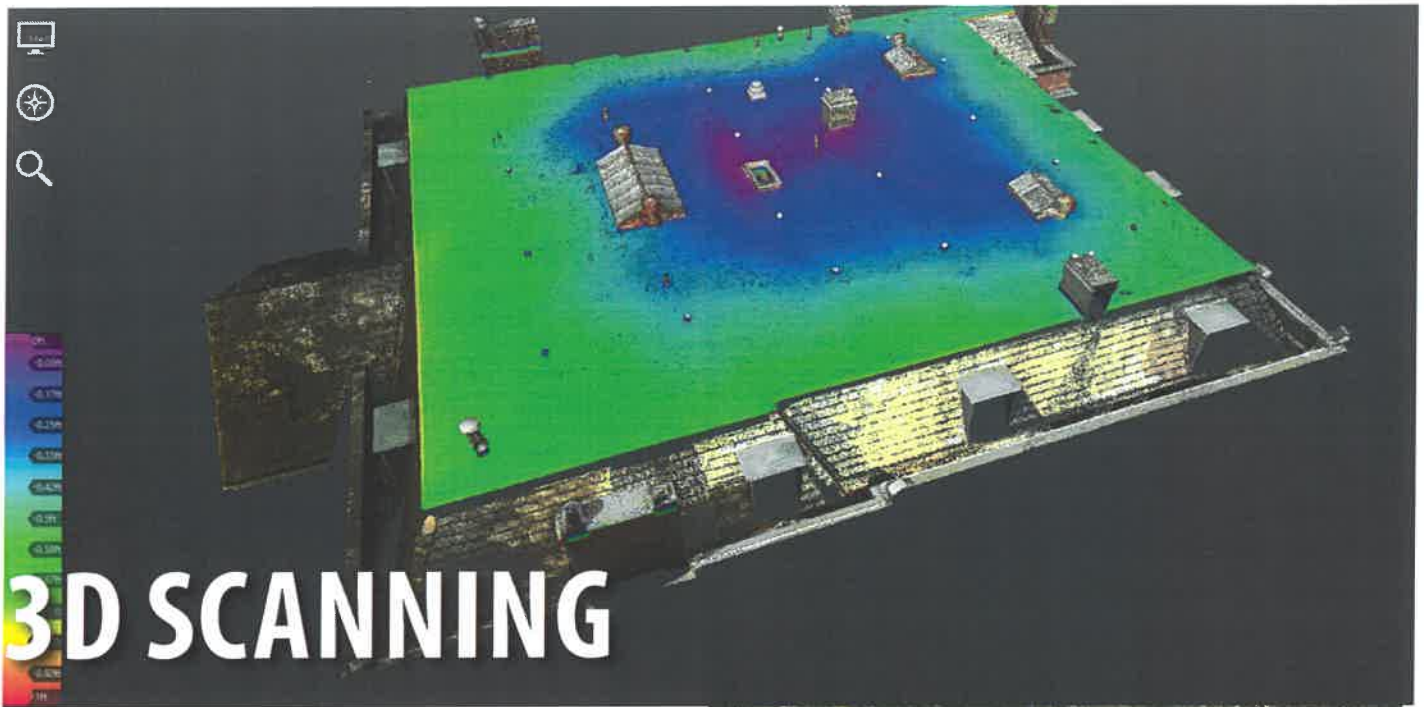
1) Full Service Firm: Pickering Associates is a Full-Service A/E firm. We have all architects and engineers in-house, including surveyors. Being a full-service design firm, we can effectively and efficiently communicate with our entire team thus ensuring a well-coordinated design effort.

2) Our Experience: We have completed other design projects that are similar to your renovation project and have assembled an experienced project team that works well together. We understand the needs of your facility and believe that our work on prior projects gives us an insight to the scope and design that other firms may not offer.

3) Our Technology: Pickering Associates uses Building Information Modeling (BIM), 3D Scanning, Virtual Reality, and 3D printing technology in developing our project concepts throughout the design process, as needed. These tools also allow for us to better communicate the final layout and look of the project with our clients and allows our clients to experience what the project will look like prior to construction.

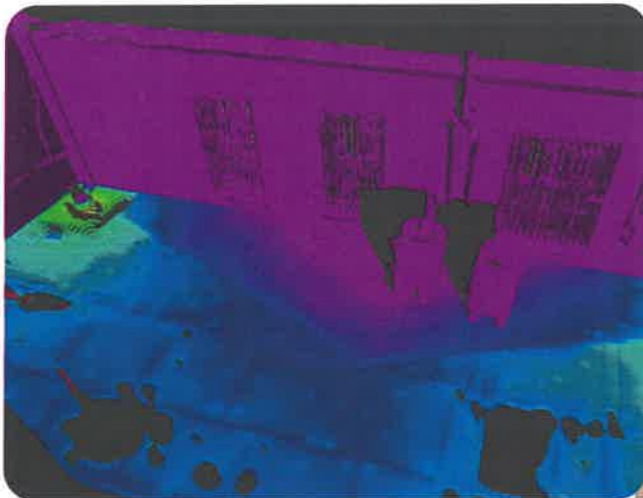
4) Our Communication: Our Project Manager will provide consistent communication with all project stakeholders throughout the project design. We make sure that the project scope and schedule are aligned with the project requirements, and the client's desires and expectations.





# 3D SCANNING

Pickering Associates has invested in state-of-the-art 3D Scanning technologies to more quickly and accurately document existing site conditions. This helps our design teams capture existing site data in more detail and in a format integrates as-built conditions with our 3D modeling and BIM workflows. This tool allows us to send a small scanning team to perform reality capture services to digitize the as-built conditions of the area. This data capture is safer and more efficient for our designers. It significantly reduces the time and equipment needed for traditional hand-measuring that our industry has been accustomed to throughout the years. The scanner gathers millions of measurements in only minutes.



The data is three dimensional, includes detailed color photographs throughout the scanned area, granting our designers the ability to measure from a 360 degree image. Using the point cloud with higher accuracy and visual processing tools, we can better understand the data, see variations in slope, or identify low spots instantly. Survey quality accuracy can



also be achieved when required.

The point cloud also allows us to propose new designs and overlay them with the as-built conditions, allowing for clash detection and constructability reviews that will reduce changes in the field during construction. 3D Scanning is a powerful tool in the hands of our designers that will benefit your project.



# PAST PROJECTS

\* More Project examples available upon request

## **CAMC - Memorial**

**Charleston, WV**

Roof Terrace Evaluation

## **Washington State Community College**

**Marietta, OH**

Roof Replacement

## **Ohio University**

**Athens, OH**

Botanical Research Bldg Flat Re-Roof

## **Marietta College**

**Marietta, OH**

Harrison Roof Repair Observation

## **West Virginia University at Parkersburg**

**Parkersburg, WV**

WCE Roof Coating

Jackson County Center Roof Projects

## **Washington County Public Library**

**Marietta, Ohio**

Clay Tile Roof Replacement

Roof Replacement Main Library Phase

## **Parkersburg Wood County Public Library**

**Parkersburg, WV**

Emerson Library Roof Replacement

## **Industrial Plant**

**Willow Island, WV**

Roof Analysis

## **Wood County Schools**

**Wood County, WV**

19th Street Transportation Bldg Roof Replacement

EMS Building Roof Replacement

Food Services Division Roof

MIS Building Roof Replacement

Physical Plant Building Roof Replacement

Parkersburg High School Roof Replacement

Parkersburg High School Field House Roof Replacement

Parkersburg South High School Field House Roof Replacement

Parkersburg South High School Plaza Roof Replacement

Williamstown High School Roof Replacement

Blennerhassett Elementary and Middle School Roof Replacement

Edison Middle School Roof Replacement

Hamilton Middle School Roof Replacement

Van Devender Middle School Re-Roof Project

Structural Roof Evaluation at various Wood County Schools

Criss Elementary Roof Replacement

Emerson Elementary Roof Replacement

Fairplains Elementary Roof Replacement

Franklin Elementary Roof Replacement

Gihon Roof Replacement

Greenmont Elementary Roof Replacement

Jackson Middle School Roof Replacement

Jefferson Elementary Roof Replacement

Kanawha Elementary Roof Replacement

Lincoln Elementary Roof Replacement

Lubeck Elementary Roof Replacement

Madison Elementary Roof Replacement

McKinley Elementary Roof Replacement

Mineral Wells Roof Replacement

Neale Elementary Roof Replacement

Vandy Elementary Roof Replacement

Vienna Elementary Roof Replacement

Waverly Elementary Roof Replacement

Worthington Elementary Roof Replacement

Jefferson Gym Roof Replacement

## **Randolph County Schools**

**West Virginia**

Homestead Elementary School Roof Replacement

## **West Virginia State Capital Complex**

**Charleston, West Virginia**

Governor's Mansion Roof Replacement

## **City of Marietta**

**Marietta, Ohio**

Courthouse Slate Roof Renovation

City Hall Addition Flat Roof Replacement

## **WVU Camden Clark Medical Center**

**Parkersburg, WV**

Roof Analysis

Roof Renovation and Replacement





# WOOD COUNTY SCHOOLS

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## VARIOUS ROOF REPLACEMENTS

### PROJECT SPECS:

PROJECT COST  
\$1M TO DATE

SQUARE FOOTAGE  
1,274,000

DESIGN COMPLETION  
ONGOING

CONSTRUCTION COMPLETION  
ONGOING

### SERVICES PROVIDED

ARCHITECTURE  
STRUCTURAL  
CONSTRUCTION MANAGEMENT

### CLIENT CONTACT

MICHAEL FLING  
MAINTENANCE DIRECTOR  
P) (304) 420-9663

Wood County Schools has contracted with Pickering Associates over each of the last five years to prepare bidding and construction documents for roof replacements at several schools throughout Wood County. The County determined priorities for replacement and edge repair and works with Pickering each year to design, bid, and construct roof replacements as it fit within their maintenance budget.

To date, 35 roofing projects have been completed, totaling over 1,274,000 square feet.

Although there are various types of existing roof construction throughout the buildings in the County, many of the replacements were ballasted membrane systems over various types of decking. The majority of the new roof construction was based on new fully-adhered 90 mil EPDM roof systems with 2" polyiso board insulation, and many of the projects included replacement of all edging, gravel stops, flashing and associated blocking and decking as required, due to damage. Various overhangs and canopies were also re-roofed or replaced depending on structural integrity as part of these projects. New equipment rails for misc. equipment and ductwork were included as well as various exhaust vent curbs required to meet warranty and maintenance requirements.

Contracts are typically awarded in early Spring, requiring the design process to be fast-tracked, so that construction can begin as soon as school dismissed for summer vacation. The projects are bid as separate contracts allowing the County to use multiple contractors, ensuring that all work could be completed over the summer break.



## PROJECT SPECS:

### PROJECT COST

\$200,000

### SQUARE FOOTAGE

2,450 SF

### DESIGN COMPLETION

APRIL 2014

### CONSTRUCTION COMPLETION

AUGUST 2014

## SERVICES PROVIDED

ARCHITECTURE  
STRUCTURAL  
CONSTRUCTION MANAGEMENT  
PROJECT MANAGEMENT

## CLIENT CONTACT

MICHAEL FLING  
MAINTENANCE DIRECTOR  
P) (304) 420-9663

Due to repair and maintenance concerns and the general age of the plaza deck on the Rod Oldham Athletic Center at Parkersburg South High School, Wood County Schools contracted with Pickering Associates to prepare bidding and construction documents for the replacement of the plaza deck waterproofing system and brick wall and railing bordering two sides of the plaza deck at Parkersburg South High School in Wood County.

The existing plaza deck was constructed in 1972 covering approximately 2,450 SF. Pickering Associates prepared bidding and construction documents for the plaza deck replacement, which included demolition plans, new plaza deck plans, waterproofing details as necessary and specifications.

The project was completed on time, and came in under budget.





## PROJECT SPECS:

### PROJECT COST

\$ 270,000

### SQUARE FOOTAGE

27,400 SF

### DESIGN COMPLETION

APRIL 2015

### CONSTRUCTION COMPLETION

JULY 2015

## SERVICES PROVIDED

ARCHITECTURE

CONSTRUCTION MANAGEMENT

PROJECT MANAGEMENT

## CLIENT CONTACT

MICHAEL FLING

MAINTENANCE DIRECTOR

P) (304) 420-9663

Due to repair and maintenance concerns, and the general age of the roof, Wood County Schools requested that Pickering Associates prepare bidding and construction documents for a complete roof replacement on the Field House at Parkersburg High School.

There are two different roof elevations and systems that needed removing. The lower roof is a ballast-  
ed EPDM system and the upper roof is an adhered EPDM system, both were installed in the early 1990's. Wood County Schools desired to replace the existing metal coping as part of this project. The complete roof replacements included a fully adhered 90 mil EPDM roof system over 4.5" of insulation.

Pickering prepared bidding and construction documents for the roof replacement project including demolition plans, new roof plans, details as necessary and specifications.

A unique challenge to this project was that the PHS field house is a gym. Our professionals needed to take extra precautions while working over the wood gym floor and to keep the building dry.



# WASHINGTON STATE COMMUNITY COLLEGE 2018 ROOF REPLACEMENT

## PROJECT SPECS:

PROJECT COST  
\$801,990.00

SQUARE FOOTAGE  
24,570 SF

DESIGN COMPLETION  
NOVEMBER 2018

CONSTRUCTION COMPLETION  
APRIL 2019

Washington State Community College engaged Pickering Associates to assist in replacing the existing roofing systems on the Arts & Science Building and the Library Building at their campus in Marietta, Ohio. Both roofs were deteriorating and in need of a new roof system. The scope of work for this project included design for the removal of the existing roof system, as well as all required components and details for the new roofing system. Structural design was limited to portions of the Arts & Science Building only, at or above the roof level (parapets) as required for roof replacement. The roof replacement for both buildings was designed with a 30-year, adhered EPDM roofing system with an R30 total insulation value to meet current building code.

## SERVICES PROVIDED

- ARCHITECTURE
- ELECTRICAL
- MECHANICAL
- STRUCTURAL
- CONSTRUCTION MANAGEMENT
- PROJECT MANAGEMENT

Also included in the scope of work, was the replacement of an existing HVAC Roof-Top Unit on the Library building. The existing HVAC roof-top unit was replaced with a new unit of similar capacity and greater efficiency. A curb adapter and roof modifications were required and included in the project's scope of work for this area.

## CLIENT CONTACT

JESS RAINES  
VICE PRESIDENT FINANCE AND OPERATIONS  
P) (740) 374-8716  
E) JRAINES@WSCC.EDU





# WASHINGTON COUNTY PUBLIC LIBRARY

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## ROOF REPLACEMENT

### PROJECT SPECS:

#### PROJECT COST

\$185,000

#### SQUARE FOOTAGE

7,000

#### DESIGN COMPLETION

APRIL 2013

#### CONSTRUCTION COMPLETION

SEPTEMBER 2013

### SERVICES PROVIDED

ARCHITECTURE

PROJECT MANAGEMENT

CONSTRUCTION MANAGEMENT

### CLIENT CONTACT

JUSTIN MAYO

DIRECTOR

P) (304) 373-1057

E) JJMAYO@YAHOO.COM

The Washington County Public Library contacted Pickering Associates after discovering the need to replace the existing clay tile roof and tin lingering in the existing built-in gutter at the Main Branch Library in Marietta, Ohio. The building was built in 1918 and expanded in 1997 to include a second floor and mezzanine. Several repairs have taken place over the years in an effort to extend the life-span of the existing roof and tin lined gutter.

Pickering Associates provided the design services to replace the clay tile roof and tin lining in the built-in gutters in order to provide a long term solution for the Washington County Public Library's roof issues. Additionally, Pickering Associates provided project management, bidding and construction administration services.

Pickering Associates' team performed the field surveying of the existing roof area and recorded relevant information for design purposes, documented the existing conditions required for new design, and inspected the wood roof framing and decking for water damage.

Pickering Associates' architectural team created bid and construction documents. The construction documents consisted of the demolition roof plan and coded notes, new roof plan and coded notes, and roof details pertaining to new roof materials, existing roof materials to remain, built in gutters, roof penetrations, and flashings to convey work to be completed within project scope.



# CAMDEN CLARK MEDICAL CENTER

## ROOF REPLACEMENT

### PROJECT SPECS:

PROJECT COST  
\$600,000

SQUARE FOOTAGE  
31,409 SF

DESIGN COMPLETION  
APRIL 2015

CONSTRUCTION COMPLETION  
NOVEMBER 2015

### SERVICES PROVIDED

ARCHITECTURE  
CONSTRUCTION MANAGEMENT

### CLIENT CONTACT

MARTIN BEST  
DIRECTOR OF ENGINEERING  
P) (304) 424-2287  
E) MBEST@CCMH.ORG

Camden Clark Medical Center noticed a need to replace the existing roof areas at various locations on the Memorial Campus. The project consisted of replacing the existing built-up roof areas at different places with EPDM membrane. CCMC contacted Pickering Associates to handle the architectural design, bidding services, and construction administration for the project.

The architectural scope for the CCMC roof replacements included site visits to verify existing conditions, documentation of the existing conditions, and creation of drawings, providing documentation required for bidding to contractors, and front end documents and specifications.

The areas were divided into four bid packages that were bid to contractors. The projects were to be awarded based on available funding, but all four packages were accepted and completed.

The construction administration scope included scheduling and leading pre-construction meetings with contractor and client, bi-weekly progress meetings during construction, provide weekly site visits, submittal review, RFI's, request for payments, change orders, and certificate of substantial completion. At the project's end, our construction administrator performed a thorough inspection of the job sites and confirmed that the entire scope of the project was complete.



# CITY OF MARIETTA

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## CITY OF MARIETTA COURTHOUSE RENOVATION

### PROJECT SPECS:

PROJECT COST  
\$2,034,354

SQUARE FOOTAGE  
14,058

DESIGN COMPLETION  
DECEMBER 20, 2013

CONSTRUCTION COMPLETION  
OCTOBER 2014

### SERVICES PROVIDED

ARCHITECTURE  
CIVIL  
ELECTRICAL  
MECHANICAL  
STRUCTURAL  
SURVEYING  
CONSTRUCTION MANAGEMENT

### CLIENT CONTACT

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

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

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

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



# REFERENCES



**Camden Clark Medical Center**  
Parkersburg, WV

Barry Justice, Director of Engineering  
(P) (304) 424-2111  
(E) barry.justice@wvumedicine.org



**Wood County Schools**  
Parkersburg, WV

Martin Best, Physical Plant Director  
(P) (304) 420-9568  
(E) martin.best@k12.wv.us

**Washington County Public Library**  
Marietta, WV

Justin Mayo, Director  
(P) (740) 373-1057  
(E) JJMAYO@YAHOO.COM



**WASHINGTON STATE  
COMMUNITY COLLEGE**  
Be Inspired. #BeWSCC

**Washington State Community College**  
Marietta, OH

Jess Raines, CPA, VP of Finance & Operations  
(P) (740) 885-5621  
(E) jraines@wscc.edu



**Mark Mondo- Building and  
Excavating, Inc.**  
City, Ohio

John H. Anderson, Project Manager, Business De-  
velopment  
(P) (740) 376-9396  
(E) john@mondobuilding.com



**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CEOI EBA20000000**

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

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

**Addendum Numbers Received:**

(Check the box next to each addendum received)

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

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

Pickering Associates

\_\_\_\_\_  
Company



\_\_\_\_\_  
Authorized Signature

February 27, 2020

\_\_\_\_\_  
Date

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

Revised 6/8/2012

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

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

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

Pickering Associates  
(Company)

 Charleston Branch Manager  
(Authorized Signature) (Representative Name, Title)

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

February 27, 2020  
(Date)

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

STATE OF WEST VIRGINIA  
Purchasing Division  
**PURCHASING AFFIDAVIT**

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

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

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

**DEFINITIONS:**

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

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

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

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

**WITNESS THE FOLLOWING SIGNATURE:**

Vendor's Name: Pickering Associates

Authorized Signature: *Travis J. Datto* Date: February 27, 2020

State of West Virginia

County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 27<sup>th</sup> day of February, 2020

My Commission expires March 15<sup>th</sup>, 2021.



NOTARY PUBLIC *Stephanie L. Donahoe*  
Purchasing Affidavit (Revised 01/19/2018)