

February 18, 2020

EXPRESSION OF INTEREST  
for Architectural / Engineering Services

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WV PURCHASING  
DIVISION

# COTTAGE RENOVATIONS

Design Services Project  
for the WVARNG  
ADJ2000000004



E.T. BOGGESS ARCHITECT, INC.





Tara Lyle, Buyer Supervisor  
Department of Administration, Purchasing Division  
2019 Washington Street East  
Charleston, WV 25305-0130

February 18, 2020

REF: ADJ2000000004

Dear Ms. Lyle:

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 accomplish the renovations of three cottages at Camp Dawson. Our team will work with the State of WV and the WVARNG to ensure that everyone's vision for the project is achieved.

I will be your architect and will be the person-in-charge for all aspects of the project. Our consultants include **E.L. Robinson** for structural and site/civil engineering, along with **Harper Engineering** who will be providing mechanical and electrical engineering. Our team is familiar with Camp Dawson and understands the needs of the WVARNG. We will join forces to bring the best knowledge and experience to the cottage renovation projects.

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 WVARNG 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', is written over the typed name and title.

Todd Boggess, AIA, NCARB, Architect  
President/CEO

Cover Letter

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## INTRODUCTION

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.



Experience

Integrity



Quality

Service



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.

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 actually 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.

ETB has developed relationships with government agencies, including the WARNG, contractors and material suppliers which will be valuable as we address the challenges associated with this project. We work with code officials and the state fire marshal's office and consider their representatives an extension of our team, another member who is as concerned about the project as we are.

## PROJECT EXPERIENCE

ETB has a great deal of experience with government facilities, both new and renovations. We understand the unique requirements associated with renovations and the importance of being prepared for any surprises that may be encountered. In recent years, ETB has worked on a number of renovations for various governmental agencies in our area. One of our historic renovation/adaptive re-use projects, the Princeton Public Library, received the WVAIA's Honor Award. The project involved transforming the vacant former USPO into a vital downtown center of activity. The interior renovations included a total re-design, while preserving some of the historical architectural details. New MEP systems were installed and existing windows were either restored or replaced. The exterior renovations included a thorough cleaning of the limestone and the creation of code compliant access to the building. Many interesting details were uncovered and incorporated into the design, including a skylight that had been hidden during a previous renovation. Additional renovations have been accomplished with emphasis on energy upgrades, access, and security for the Mercer County Courthouse and the Mercer County War Memorial Building. Our current renovation project is the adaptive reuse of a former wood processing facility for the City of Princeton. All city departments are being relocated onto a single "campus" setting, including administration, police, fire, public works and recreation. The work is being accomplished in phases, with the first phase (administration offices) completed. The police and fire departments will be out for bids in the very near future.

Cabins and cottages are scattered throughout West Virginia. Many have been around for years and represent a more relaxed, rustic lifestyle that our state is famous for. ETB is currently working with several developers along the Hatfield/McCoy Trails to provide housing options for ATV riders in southern West Virginia. The cabins and cottages we are designing are comfortable, energy efficient, and highly functional. Floor plans have been created to provide guests with all the amenities of "home". One of the projects, the ATV TrailCamp at Coaldale, is currently advertised for bids and is being accomplished with funding from the WVDEP AML Pilot Grant Program. This project includes construction of 14 one- and two-bedroom cabins. Alongside these new cabins, an existing house is currently being renovated to serve as the "superintendents cottage" which will accommodate a large party of guests.



STANDARD COTTAGE



DELUXE COTTAGE

The graphic images above represent another proposed development along the Hatfield/McCoy Trail which includes both cabins and a lodge.



## PROJECT GOALS and OBJECTIVES

**Project Goals and Objectives 4.1 – “Provide a complete design including all engineering and architectural disciplines and supervision thereof, to prepare construction bid documents for West Virginia State Purchasing. Key design elements include a new instantaneous domestic hot water system, evaluate current heating and cooling systems for efficiency, make adjustments or replacements with new and more efficient heating and cooling system, if applicable, complete restroom renovations, complete kitchen renovation, new and more efficient windows, new exterior doors, new interior and exterior LED lighting for the entire building(s). The design shall bring the entire building(s) and all systems to current building codes.”**

**E. T. Boggess Architect, Inc.** has been developing architectural designs, plans, specifications, estimates and other construction/bidding documents for projects for over 50 years. Todd Boggess, President of ETB, serves on the WV Board of Architects and is active in verifying that each architect registered in our state is competent to practice. From overall team management and project design, his involvement often involves interior design and product/material selections to “fit right” in a particular setting. Todd will be *your architect* and point-of-contact in order to ensure the needs and objectives of the WVARNG are fully addressed to your satisfaction.

Over the years, ETB has worked on numerous renovation projects, many involving historical structures. The former AEP Building in Bluefield has been reimagined as the Railyards and Clover Club. This adaptive re-use project involved phased renovations of each floor and the restrooms located throughout, along with a kitchen area. The renovations designed for the President’s Home at Concord University also included renovating the kitchen, updating the private bathrooms on the second floor, as well as the more public bathroom on the main floor, and bringing the home into compliance with the appropriate codes. While the current renovation project is the adaptive re-use of the former manufacturing facility as a municipal complex, the area designated for use by the fire department includes sleeping quarters for fourteen, kitchen, commons area and restrooms – very similar to a home renovation project. Almost all renovation projects have included new windows and doors and we strive to identify the best alternatives to specify.

**Harper Engineering**, based in St. Albans, was founded in 2008 to provide innovative engineering design services to architects, owners and contractors throughout the State of West Virginia. They possess the talent and resources to provide quality mechanical, electrical, and plumbing design that satisfies all of your performance, energy use, and budgetary needs. In addition to standard CAD application, their staff also utilizes the latest Building Information Modeling (BIM) software to provide the accurate system design with minimal change orders during construction and their designs meet the 21st century standards of indoor air-quality, energy use, and fire safety.

**Project Goals and Objectives 4.2 – “The designer shall do structural analysis on each of the three cottages and make recommendation, if any, for repairs.”**

**E.L. Robinson Engineering** will be providing the structural and site/civil engineering services. ELR is a multi-disciplined engineering and planning firm with a staff of over 135 fulltime professionals and support personnel located in nine offices. Over the last 39 years, they have grown to be one of the most respected firms in the region, offering realistic project solutions.

Along with ELR, ETB will also be involved in the evaluation process in helping identify potential issues that may need addressed. His experience spans both large scale and smaller scale projects, new construction and renovations, commercial and residential projects.

**Project Goals and Objectives 4.3 – “Designer shall adjust current floor plans to establish better flow for the buildings and to better serve the buildings intended purpose.”**

One of the main reasons we believe you should consider our team is because we *look* at what you have, *listen* to what you need, and then *design* the improvements to address your specific needs. These renovations will be created specifically for each cottage - bringing them into code compliance and creating a more comfortable atmosphere for the residents. We will also review the floor plans with attention to the traffic flow. Sometimes all it takes is a few minor adjustments in order for the space to feel completely different.

**Project Goals and Objectives 4.4 – “If required, the designer shall provide all geotechnical work to include any necessary drill borings, designer shall be responsible for researching and investigating the location of existing underground and above ground utilities, and to provide drawings and specifications for any and all utility and road infrastructure as needed and directed by the owner and/or state agency, utility company or other utility approval authority for Kingwood, West Virginia.”**

As previously mentioned, E.L. Robinson will be providing the site/civil engineering design services and will identify all existing underground and above ground utilities. They will provide the drawings and specifications for utility and road infrastructure, if needed. ELR has provided site/civil engineering for a variety of state projects and are very familiar with the documentation that will be needed for renovations at Camp Dawson.

**Project Goals and Objectives 4.5 – “Drawings and specifications are to be submitted at 35%, 65%, 95% and 100%, cost estimates are to be revised and submitted with each submittal at 35%, 65%, 95% and 100%.”**

Our team will provide the drawings and specifications as indicated and we will provide the documentation as per the schedule we establish with the owner. Cost estimates will be revised and refined throughout the design process and submitted with the 35%, 65%, 95% and 100% packages.

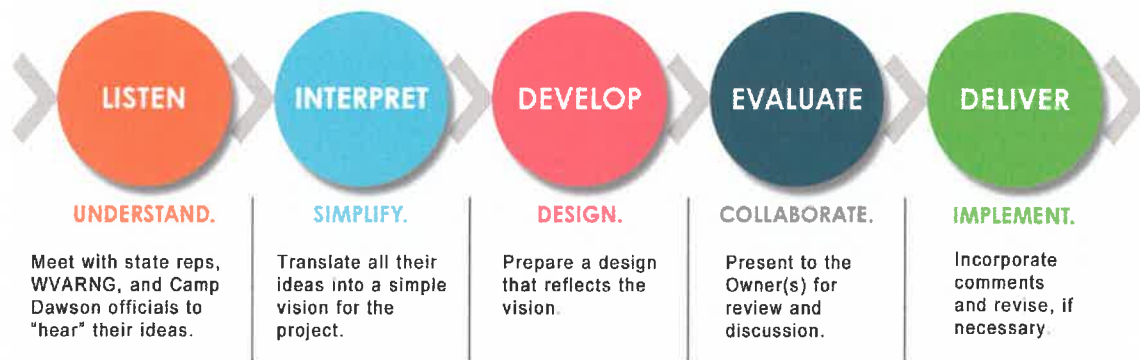
**Project Goals and Objectives 4.6 – “Provide construction bid services to the Owner.”**

ETB provides professional A/E services, including bidding and construction contract administration, for all of our projects. Our bidding services can include as little or much involvement as the owner needs, including distributing bid packages, coordinating the pre-bid conference, and addressing questions with addendum. Our project managers will work with your designated representative to ensure all general contractors receive the necessary information to submit a legitimate bid. Contract administration services are important in order to ensure construction conforms to the design intent of the construction documents; to lessen project risks; and to identify and resolve construction problems early in order to keep the project on schedule.

## COMMUNICATION

**Communication, collaboration, and consensus** are the three elements we feel are essential to the planning, design and building process. Our goal is to develop a “*partnership*” with our clients – a relationship that includes a long-term commitment, trust, and shared vision. ETB also believes architectural design should be an *interactive process*. We work closely with you to identify and define all your project goals, objectives, functions, responsibilities, and relationships. This interactive approach enables us to develop facilities that meet your requirements, as well as being aesthetically distinctive. 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 in mind, especially when it involves renovations to existing facilities. Your cottages need to function for you and your personnel.

Although there are more ways than ever to communicate these days, the art of listening continues to be a challenge. If your message is not being heard and understood, then communication has failed. Our cycle of communication is best depicted by the image below and this procedure is repeated throughout the design and construction process.



## PROJECT BUDGET

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. Unfortunately, Owners are often told their budget is realistic in order for the project to proceed. 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.

Prior to letting a project out to bid, we like to go through a “value engineering” exercise to identify possible cost savings measures that may be implemented either partially or as a series of alternates during the bid process. This helps ensure that a successful bid is realized within the budget restraints of the project.



## CONSTRUCTION PERIOD

The first step in maintaining a project construction schedule is to once again, make sure the schedule is realistic. Early in the process, *communication* between the Owner and Architect will establish both the anticipated time to accomplish the design as well as a realistic timeframe for construction to be completed. As always, there will be surprises along the way that may affect progress, but keeping open communication between all parties will lead to a more successful project.

In the past five years, all but two of our projects were completed within a few weeks of the projected schedule of completion. While the architect can do their part to keep the project moving forward, including timely response to questions and material selections, it is ultimately the contractor's job to ensure construction is completed on-time. There are options available to the Owner if you wish to incorporate liquidated damages into the contract for failure to meet a project deadline, and, if time is of the essence, a bonus could be included if construction is completed ahead of time. However, ETB believes it is in the best interest of the project to work together, especially during the construction phase, to ensure a project's successful completion. We believe maintaining a "team" approach is much more effective than an "us versus them" scenario.

## 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 – *Website*
- 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*



## APPROACH

**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 throughout the design, documentation, and administrative functions of the project.

ETB will emphasize the following throughout your project:

- **Understanding goals.** We review your established goals and provide input into areas as needed.
- **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.
- **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 welcome Owner input at closeout and review how well time, cost, and design goals were met.

## SERVICES

In order to successfully accomplish the design and construction administration services for the cottages at Camp Dawson for the WVARNG, we anticipate providing the scope of services as described in this section. It is our understanding that renovations will be accomplished at the Stone Cottage, Generals Cottage and Sergeants Major Cottage. Specific project goals and objectives are as follows:

- ✓ Prepare plans and specifications (bid documents) for the renovation of three cottages
- ✓ Perform a structural analysis and make recommendations
- ✓ Adjust current floor plans to improve flow
- ✓ Provide geotechnical work, as needed
- ✓ Submit drawings, specifications and cost estimates at various intervals
- ✓ Provide construction bid services to the Owner

## SPECIFIC TASKS

Our renovation design services will be accomplished in steps. As mentioned previously, we utilize an interactive design approach. We will therefore be involving your designated representatives in order to understand and address your specific needs.

Typically, ETB renovation projects involve 4 phases:

- Investigation, evaluation and report preparation for existing systems and structure.
- Preparation of Preliminary Design Documentation and Preliminary Estimate of Probable Construction Costs.
- Preparation of Construction Documents and Final Estimate of Probable Construction Costs.
- Bidding and Construction Administration Services.

### Investigation and Evaluation Phase:

- Upon receipt of Notice to Proceed, ETB will review all available original plans, specifications and other relevant data documenting existing systems and structures.
- Conduct a thorough evaluation and inspection of the interior and exterior of the building.
- Perform engineering analysis to establish roof and structural system design criteria including structural loading/uplift capacities, fire resistance ratings, thermal resistance ratings, drainage capacities and other relevant data for evaluation of roof/structural system compatibility.
- Meet with the WVARNG and representatives from Camp Dawson to present and discuss preliminary findings, including preliminary budget amounts for renovations.

### Preliminary Design Phase (35%):

- Prepare preliminary design drawings including plans and typical sections and details.
- Prepare Outline Specifications and Preliminary Estimate of Probable Construction Costs.
- Meet with WVARNG and representatives Camp Dawson State Park to review preliminary design drawings, proposed scope of work, proposed system product selections and alternatives, and Preliminary Estimate of Probable Construction Cost. Review/establish budget.

### Design Development Phase (65%):

Once you approve the preliminary design concepts, ETB will refine and coordinate the work with the team to finalize the design approach. During the Design Development Phase, comments made by the WVARNG are addressed. Decisions made are evaluated at a more detailed level to minimize the possibility of major modifications being needed during the development of construction documents. The Estimate of Probable Construction Cost will be updated.

**Construction Document Phase (95%):**

Once you approve the Design Development Phase Documents, we will proceed with the final Construction Documentation.

Services/tasks include . . .

- Prepare complete Construction Documents including detailed drawings and specifications commensurate with established scope of work. The scope includes architectural, structural, civil, mechanical (HVAC/plumbing) and electrical.
- Prepare Final Estimate of Probable Construction Costs.
- Meet with representatives from WVARNG and representatives from Camp Dawson as necessary to review progress, discuss proposed design and budget refinements, value engineering proposals and other general coordination issues.

**Construction Document Phase (100%):**

We will incorporate and revise construction documents based on WVARNG comments related to the 95% review set. Final dates for advertising, pre-bid meeting, and bids due will be established. All necessary documents provided by the Owner will be incorporated into the specifications.

**Bidding Phase:**

Our team will provide general administrative assistance to the State of WV and WVARNG during the Bidding Phase, including participating in the pre-bid meeting and responding to questions submitted by bidders.

**Construction Administration Phase:**

We will provide construction contract administrative services throughout the duration of the renovation work. Customary services include:

- Review of contractor submittals and shop drawings
- Review/approval of contractor's applications for payment
- Review/response to RFI and construction change order requests.
- Regular on-site construction observation and attendance at meetings
- Assistance/coordination with governmental/ regulatory agencies
- Preparation of project punch list and sign-off
- Review of project close-out documents/ compliance



## **E.T. Boggess Architect, Inc.**

### **Municipal Complex**

*Location:* Princeton, WV *Size:*  
*Contact:* Mike Webb *Cost:* \$11,000,000  
*Phone:* 304-487-5093 *Completed:* Phased over next 3 years

*Type:* Renovation / Adaptive Re-use

*Goals:* Renovate former manufacturing facility to serve needs of all city departments - administrative offices, police, fire, recreation and public works.

Goals are being met as a result of diligent research, planning/ programming and coordination between end-users and design team.

### **WVARNG Readiness Center**

*Location:* Elkins, WV *Size:* 56,000 sf  
*Contact:* Dan Clevenger *Cost:* \$15,500,000  
*Phone:* 304-561-6451 *Completed:* 2012

*Type:* New Construction

*Goals:* Provides offices, classrooms, training facility, along with kitchen and showers for training and housing of the guard. Center to serve as base of operations during an emergency.

Also designed a separate maintenance building on-site.

Goals were met by coordinating with WVARNG and reviewing codes associated with military facilities to ensure the latest security requirements were addressed.

### **Bathhouses - Summit Bechtel Family National Scout Reserve**

*Location:* Mt. Hope, WV *Size:* 330 units  
*Contact:* Rob Ridgeway *Cost:* \$14,000,000  
*Phone:* 304-465-2800 *Completed:* 2013

*Type:* New Construction

*Goals:* Provide rustic design and construction administration for almost 50,000 scouts at the new home for the National Scout Jamboree. Completion on-schedule a MUST.

Additional projects included an observation deck.

Goals were met as a result of diligent research, planning and programming and coordination between team members and the Owner's representative.

# TRIADELPHIA ATV LODGE AND RESORT

Logan County, West Virginia

## PROJECT DETAILS

owner/district:  
Private Developer

year:  
2016

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 CABIN



DELUXE CABIN



LODGE - SOUTH FACADE

# CREEKSIDE VILLAS AT SNOWSHOE

Snowshoe, WV

## PROJECT DETAILS

owner/district:  
Creekside Owner's Association

year:  
2016

size:  
36 units



ETB provided a new facade renovation concept design for an existing multi-building condo development at Creekside Villas. Individual owners were surveyed and presented with options related to preferences for exterior colors, entry elements and other possible improvements. Design concepts were coordinated with on-going facility repairs being conducted by the homeowners. Our goal was to remedy pre-existing conditions (issues) and damage caused by insufficient waterproofing. The "ski lodge" vernacular was the theme throughout the complex.





# ATV TRAILCAMP

Coaldale, WV

## PROJECT DETAILS

owner/district:  
Private Developer  
year:  
2018  
size:  
3.5 acres

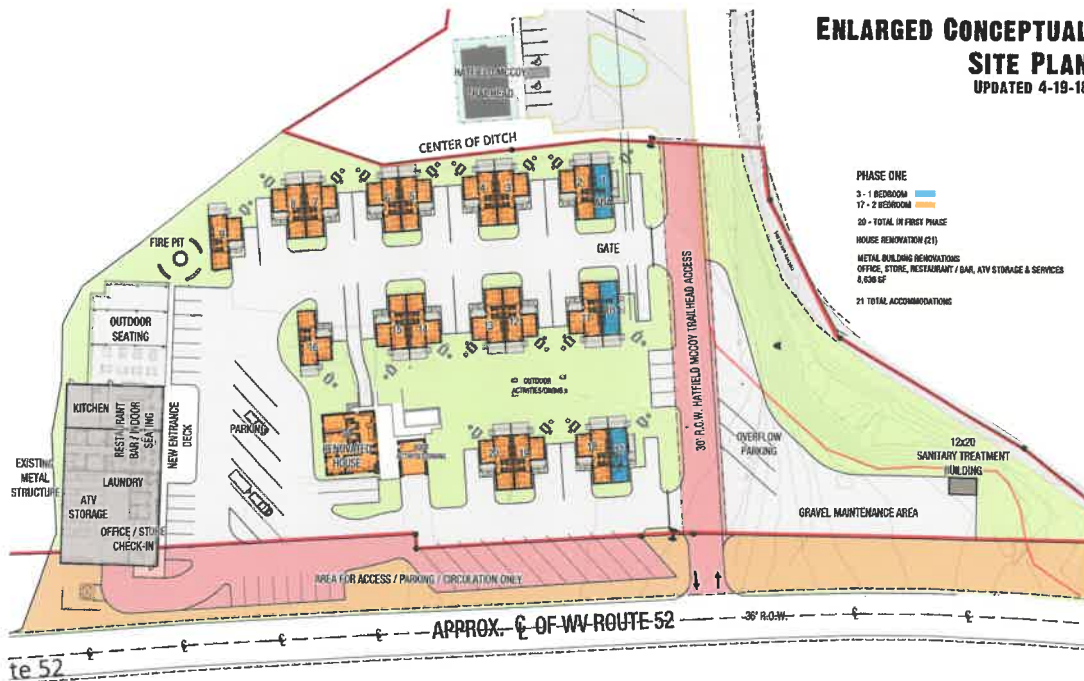


ONE BEDROOM UNIT

ETB provided master planning and architectural design for the site, cottages, renovations to an existing metal building and house that will cater to the ATV enthusiast. The preliminary concept imagery shown here has been used for grant and loan applications.



TWO BEDROOM UNIT



# LAKEHOUSE - ADDITION & RENOVATIONS

Cedar Lake, VA

BEFORE





# LAKEHOUSE - ADDITION & RENOVATIONS

Cedar Lake, VA

BEFORE



# LAKEHOUSE - ADDITION & RENOVATIONS

Cedar Lake, VA

BEFORE





# A PRIVATE RESIDENCE - ADDITION & RENOVATIONS

Princeton, WV



BEFORE



# A PRIVATE RESIDENCE - ADDITION & RENOVATIONS

Princeton, WV





# WV ARMY NATIONAL GUARD READINESS CENTER

Elkins, WV



COMPUTER VISUALIZATION

## PROJECT DETAILS

owner/district:  
WV Army National Guard

year:  
2012

size:  
50,000 sf

The Readiness Center has two main entrances; the front into the lobby and the rear into the assembly hall. The circular central core of the entrance leads to the administrative wing (east) and classroom wing (west). The facility contains a learning center library, storage areas, locker rooms, kitchen, break-room, and Telcon spaces. Areas within the lobby will be used for recruiting, family support and distance learning.

The project also included the design and construction of a separate structure for secure storage maintenance/ workshop/ office structure.



# WV ARMY NATIONAL GUARD JOINT FORCES HEADQUARTERS

Coonskin Park, Charleston, WV

## PROJECT DETAILS

### BEFORE



owner/district:  
WV Army National Guard

year:  
2016

type:  
Exterior Renovations

The exterior renovations ETB designed for the Joint Forces Headquarters included general facade updates, new window systems, and restoring the original metal cornice. Ten different work packages spread across four connected buildings were provided with final approval/bid acceptance based on available funding. Graphic imagery options for the metal facade were also developed for owner's review/approval.



GOVERNMENTAL

# WV ARMY NATIONAL GUARD JOINT FORCES HEADQUARTERS

Coonskin Park, Charleston, WV



## PROJECT DETAILS

owner/district:  
WV Army National Guard

year:  
2016

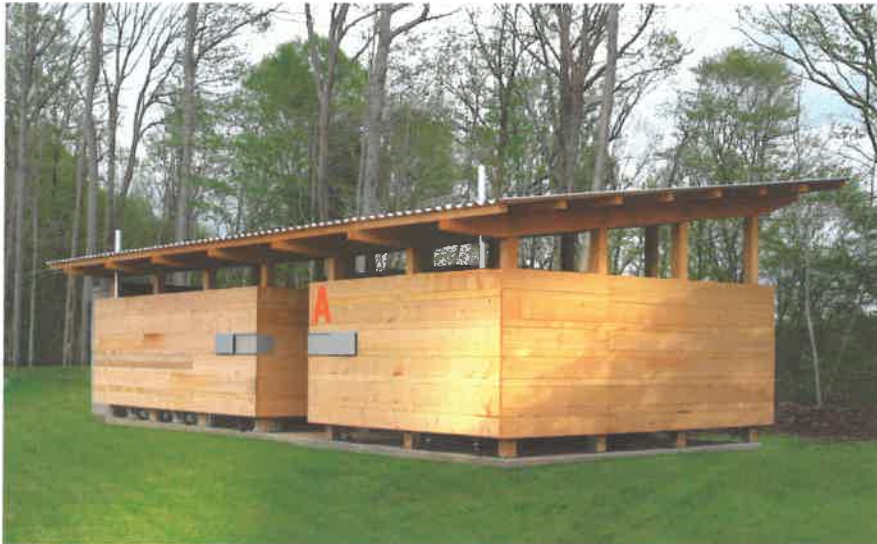
type:  
Exterior Renovations





# BATHHOUSE DESIGN & CONSTRUCTION SUMMIT BECHTEL FAMILY NATIONAL SCOUT RESERVE

Mt. Hope, WV



## PROJECT DETAILS

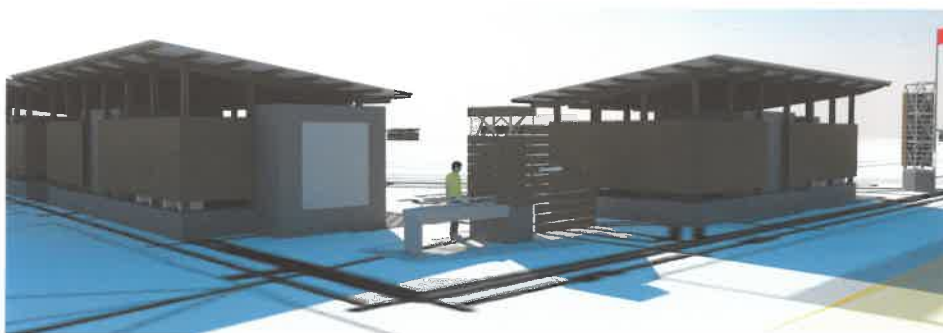
owner/district:  
Boy Scouts of America

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.



# MUNICIPAL COMPLEX

Princeton, WV

## PROJECT DETAILS

owner/district:  
City of Princeton

year:  
2019

size:  
272,902 sf  
37.5 acres



The former Dean Company Property is being renovated as the new location for a multi-functional governmental complex. ETB designed a master plan that incorporated administrative offices, fire department, police department, public works, a recreational center and nautical center. This new hub will also be home to maker spaces, leasable space for large business ventures and a multi-sport outdoor facility for travel sports - baseball, softball and soccer. Outdoor amenities being considered include a skate park, family pavilions and running / walking paths.

Phase I has been completed and allowed the administrative offices to relocate to their section of the building. Phase II will begin this summer.





# MUNICIPAL COMPLEX

Princeton, WV





## OUR TEAM

**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** will be 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.

**Tony Colosi** will be handling production and coordinating documentation from our consultants.

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 our design team can be found on the following pages, including

### E.L. Robinson

**Project Civil Engineer  
Sr. Structural Engineer  
Geotechnical Engineer  
Engineer  
CAD Designer**

Eric Coberly, P.E.  
Tim Cart, P.E.  
J.D. Kinder, P.E.  
John Kelly  
Todd Garnes

### Harper Engineering

**Mechanical Engineer  
Electrical Engineer**

Jason E. Harper, PE, LEED G.A  
Kevin Mark King, PE, LEED G.A.

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.

## PROFESSIONAL

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 – Residential**

- Creekside Villas (*Renovations*), Snowshoe, WV
- Greenville Senior Living Center, Greenville, WV
- ATV TrailCamp at Coaldale, WV
- ATV Development, Logan County, WV
- ATV Development, Boone County, WV

**PROJECTS – New Construction / Additions**

- WVARNG Readiness Center, Elkins, WV
- Princeton Rescue Squad Multi-use Building, Princeton, WV
- Pipestem Conference Center (*Addition*), Pipestem State Park
- WDOH (Office buildings, equipment shop, bridge & sign shop, lab building)
  - District 10 Headquarters Complex (all four buildings)
  - District 6 Headquarters Complex (three buildings)
  - District 9 Office Building
  - District 1 Office Building
  - District 8 Equipment Shop
  - District 7 Office Building & Equipment Shop

**PROJECTS – Renovations / Adaptive Re-use**

- Municipal Complex for the City of Princeton (*adaptive re-use*), including
  - Administrative
  - Police
  - Fire
  - Public services
  - Recreation
- WVARNG Coonskin Joint Facilities Exterior Renovation, Charleston, 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 brought strong design, management and leadership skills to the firm. His significant experience has enabled him to successfully oversee the design and construction of a number of large educational projects. 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. Since his return, he has been involved with several government renovation projects, as well as additions/renovations to existing houses.

- Creekside Villas (*Renovations*), Snowshoe, WV
- ATV TrailCamp at Coaldale, WV
- Liberty Station Lodge & Tavern (*Adaptive Reuse*), Bramwell, WV
- Camelback, Private Residence – Tazewell, VA
- Municipal Complex for the City of Princeton (*Adaptive re-use*), Princeton, WV
- WWRNG Coonskin Joint Facilities Exterior Renovation, Charleston, 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 had 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 & coordination
- construction specifications
- construction administration

## PROJECTS

- ATV TrailCamp, Coaldale, WV
- Liberty Station Lodge & Tavern (*Adaptive Reuse*), Bramwell, WV
- Municipal Complex for the City of Princeton (*Adaptive re-use*), WV including
  - Administrative
  - Police
  - Fire
  - Public services
  - Recreation
- WVARNG Readiness Center, Elkins, WV
- Princeton Rescue Squad Multi-use Building, Princeton, WV

Tony Colosi, Jr.  
Project Manager



## EDUCATION

- Bachelor of Science - Architectural Engineering & Civil Engineering, Bluefield State College

## RESPONSIBILITIES

Mr. Colosi is a project manager with almost 20 years of experience in architecture. During that time, he has worked at ETB multiple times, as well as in the construction and design/build industry. Tony's experience helps identify constructability issues through the analysis and coordination of consultant drawings. He is involved in all phases of design documentation and production and is eager to handle any task needed to ensure a smooth project flow from start to finish.

Specific project responsibilities include:

- construction documentation
- project coordination
- equipment and materials review

## EXPERIENCE

Tony has been involved in a number of ETB projects over the past twenty years:

- WWARNG Readiness Center, Elkins, WV
- ATV TrailCamp at Coaldale, WV
- Municipal Complex for the City of Princeton (*Adaptive Re-use*), WV including
  - Administrative
  - Police
  - Fire
  - Public services
  - Recreation
- Liberty Station Lodge & Tavern (*Adaptive Reuse*), Bramwell, WV



ERIC COBERLY, P.E.  
PROJECT ENGINEER



**Education**

M.S. Engineering of Mines, West Virginia University, 1990

B.S. Engineering of Mines, West Virginia University, 1983

**Registrations**

Registered Professional Engineer in West Virginia, Ohio, and Maryland



**Professional Experience**

Mr. Coberly has more than 30 years of experience as an infrastructure and mining engineer. He has extensive experience in project planning, funding coordination and design. Mr. Coberly has managed projects with ELR which have involved site development, infrastructure planning, water, sewer, geotechnical analysis, abandoned mine reclamation projects, building construction, active surface mining projects, insurance investigations, providing expert witness services and various post mining land use projects.

Additionally, Mr. Coberly served as the Chief for the West Virginia Department of Environmental Protection Abandoned Mine Lands Division for more than 4 years. In this position he was responsible for managing and directing all operations. He has spent his career working to better the State of West Virginia in both the private and public sectors.

**Representative Projects**

The following is a sample list of recent projects on which Mr. Coberly has served as Project Manager

- City of Bluefield Commercialization Center - \$2.55 Million
- Greenfield Cabinetry Building Expansion - \$3.64 Million
- Scott Findley Road Waterline Extension Project - \$1.2 Million
- Exchange Road Phase I Waterline Extension - \$3.1 Million
- Putnam Business Park Utility Extension Phase II - \$1 Million
- Kenova Downtown Water System Upgrade - \$1.9 Million
- Kenova Prichard Waterline Replacement and Upgrade Project - \$4.7 Million
- Route 18 South-Snowbird Road Waterline Extension Project - \$969,000
- Big Flint Waterline Extension Project - \$7.8 Million
- Poca Belt Press - \$1.6 Million



ERIC COBERLY, P.E.  
(CONTINUED)



- Blue Knob Waterline Extension Project - \$2.3 Million
- Town of Burnsville Sewer Study - \$2.7 Million
- Bergoo Wastewater Collection and Treatment System Project - \$2.7 Million
- Cow Creek Waterline Extension Project - \$815,000
- WVDEP OSR Viking Preston Mining Project - \$2.3 Million
- Over 100 West Virginia Department of Environmental Protection Abandoned Mine Lands reclamation projects



Tim Cart, P.E.  
SITE CIVIL ENGINEER



### Education

B.S. Civil Engineering, West Virginia University, 1981, Magna Cum Laude

### Registrations

Registered Professional Engineer West Virginia (1986)

Registered Professional Surveyor in West Virginia (1995)

### Professional Memberships

American Society of Civil Engineers (ASCE)

### Professional Experience

Mr. Cart has over 35 years of experience in providing consulting engineering services. Clients served have included Industrial, Public and Private Institutions and State and Federal Agencies. He has served as Project Engineer on numerous geotechnical investigations over the years. These projects have included highways, bridges, industrial sites, buildings and various developments.

Mr. Cart has been the lead engineer for the design of structures including garage maintenance facilities, 911 centers, student resident housing additions, building renovations including additions of elevations and stairways. The projects vary in complexity to single story slab on grade structures to multi-story 911 centers.

Additionally, Mr. Cart has also provided clients with evaluation of existing structures to determine the modifications required for proposed changes in the structural loading. He has worked with architects and the fire marshall's office to provide structures designed to the latest code requirements.

### Representative Projects

Mr. Cart has served as senior project engineer for numerous structural projects including the following:

- Buckwheat Express Bus Garage- Kingwood, WV
- Mason County 911 Center and Garage- Point Pleasant, WV
- Putnam County 911 Center and Maintenance Garage- Winfield, WV
- Mingo County 911 Center- Williamson, WV
- Wetzell County 911 Center- New Martinsville, WV
- CAMC General Student Resident Housing- Charleston, WV
- State Credit Union Building Addition- Charleston, WV



Tim Cart, P.E.  
(continued)



- Chief Logan Recreational Center- Logan, WV
- Aldersgate United Methodist church Gym and Fellowship Building- Sissionville, WV
- Lincoln County Courthouse File Room Modifications- Hamlin, WV
- Logan County Commission Building Elevator and Stairway Project- Logan, WV
- Logan County Courthouse Annex, Elevator and Stairway Project- Logan, WV
- Logan Welcome Center- Logan, WV
- Historic Coal House Restoration- Williamson, WV
- Flatwoods Canoe Rune PSD Maintenance & Treatment Building- Sutton, WV
- Putnam County Pre-Sed Basin and Building- Teays Valley, WV
- Delbarton Sewage Treatment Plant & Facility Buildings- Delbarton, WV
- Putnam County PSD Maintenance Garage- Teays Valley, WV





**J.D. KINDER, P.E.**  
**GEOTECHNICAL ENGINEER**



**Education**

B.S. Civil Engineering, West Virginia Institute of Technology, 2008

**Registrations**

Registered Professional Engineer West Virginia

**Professional Experience**

Mr. Kinder has over 8 years of experience in many areas of civil engineering including roadway design projects, site development projects, geotechnical investigations, natural gas projects and retain structure design. Additionally, Mr. Kinder has experience in performing slope stability analysis for various roadway fills and bridges.

Prior to joining E.L. Robinson Engineering, Mr. Kinder gained experience in the manufacturing industry supervising various products. His duties included QA/QC testing, product development, estimating, on site installation assistance, inventory, production scheduling, oversight and site layout and design for more than 140 retaining wall projects throughout West Virginia, Ohio and Kentucky.

**Representative Projects**

Mr. Kinder has served as a project engineer for numerous structural projects including the following:

- WVDOT Landslide Repairs- Lincoln County (20 sites)
- WVDOT Landslide Repairs- Logan County (6 sites)
- WVDOT Landslide Repairs- Mingo County (8 sites)
- WVDOT WV 4 Clendenin Slip and Slide Repair (11 sites)
- WVDOT Corridor H Kerens to U.S. 219 Connector (Geotechnical) - Randolph & Tucker Counties
- WVDOT Laurel Creek Girder Bridge (Geotechnical) - Mingo County, WV
- WVDOT Arnettsville Arch Bridge (Geotechnical) - Monongalia County, WV
- FEMA - Town of Logan - Storm Damage Investigation
- Crestwood Pipeline Projects- Doddridge County, WV
- City of Williamson Water Treatment Plant Inlet Modification
- Tracy Vickers Community Complex
- West Edge Warehouse - Huntington, WV



JOHN KELLY  
PROJECT DESIGNER



**Education**

B.S. Civil Engineering, West Virginia University, 1998

**Designing Skills**

Auto CAD, Microstation, COM624-P, Inroads, Hec-Ras, and ELRSoil

**Professional Experience**

Mr. Kelly has more than 19 years of experience as an engineer and assistant project manager for numerous site development projects in West Virginia. He has experience specifically in the design of several large industrial parks such as Putnam County Business Park and Mingo County Wood Products Industrial Park. Mr. Kelly has additionally work on numerous commercial sites such as drug stores, hotels, banks, gas stations, 911 centers, public service district maintenance facilities etc.



**Representative Projects**

Mr. Kelly has vast experience in numerous arenas of civil engineering including site development, mine land reclamation, water and sewer extensions, and roadway design.

Specific Accomplishments:

- Mingo County Wood Products Industrial Park
- Upshur County Industrial Park
- Putnam County Industrial Park
- Belo Industrial Park
- Buckwheat Express Bus Garage
- Mason County 911 Center and Garage
- Putnam County 911 Center and Maintenance Garage
- Mingo County 911 Center
- Walgreens - Cross Lanes, WV
- Bank of Mingo - Belo, WV
- TGI Fridays - Cross Lanes, WV
- Saturn - Hurricane, WV



TODD GARNES  
PROJECT DESIGNER



**Education**

A.A.S. Architectural Drafting Technology  
West Virginia State College, 1999

A.A.S. Computer Aided Drafting and Design  
West Virginia State College, 1999

**Computer Skills**

Civil 3-D, ArcMap 10.1, AutoCAD Map, AutoCAD, MicroStation, Microsoft Office



**Professional Experience**

Mr. Garnes has more than 19 years of experience as a civil draftsman and designer. He is proficient in numerous drafting and mapping software platforms. His proficiency spans multiple areas such as Civil 3D, GIS, construction inspection, waterline planning and design, sanitary sewer planning and design, site development, cathodic protection planning, county-wide planning, infrastructure cataloging, and document preparation.

**Representative Projects**

WVDOH:

- City of Charleston - Lee Street Sidewalk Enhancements
- Town of Davis - Tucker County Rocks 2014

Village of Rio Grande Wastewater System Improvements and Wastewater Treatment Plant

Camp Caesar Infrastructure Improvements Project

Doddridge County PSD 2015 County Wide Water Study

Pocahontas County PSD

- Cheat Mountain Water Acquisition
- Dominion Waterline Extension

Village of Cadiz Water System Improvements Project

WVDNR:

- Watoga State Park Wastewater Treatment Plant Replacement Project
- North Bend State Park Waterline Extension
- Greenbrier State Forest Waterline Extension

Bluefield Commercialization Station

 Rahall Transportation Institute Land Use Master Plans – Boone, Clay, Fayette, Lincoln, Logan, McDowell,



TODD GARNES  
(CONTINUED)



Mercer, Wayne, Wyoming, Raleigh, Upshur, Webster, and Marshall Counties

Webster County PSD Bergoo Wastewater System and Wastewater Treatment Plant Improvements

GIS – Marshall County 10 Year Comprehensive Water and Sewer Study

Town of Gilbert:

- Slabtown, Tamcliff and Paynter Bottom Waterline Extension Project
- Horsepen, Gilbert Creek and Browning Fork Waterline Extension
- River Bend Road Waterline Extension
- Upper Gilbert Creek Waterline Extension

Logan County PSD:

- Upper Little Harts Creek Waterline Extension
- Big Harts Creek Waterline Extension
- Marsh Fork Waterline Extension
- Hidden Valley/Airport Road Waterline Extension
- Ridgeview Sewer – Railroad Permits

Lincoln PSD McCorkle Railroad Crossing

Lincoln EDA Lower Mud River Waterline Extension

Queen Shoals PSD Waterline Extension

Town of Chapmanville Water Upgrade Project

West Virginia American Water:

- Sanderson/Dutch Ridge Waterline Extension
- Miller Mountain Waterline Extension
- Upper Winifrede Waterline Extension

Mingo County Redevelopment Authority:

- King Coal Highway Water and Sewer Project
- Mingo Central High School Water and Sewer Project
- Mingo County Airport Water and Sewer Project

Putnam County Business Park Utilities Extension Project

Norton Harding Jimtown PSD Scott Run/Findley Road Waterline Extension Project

Town of Matewan Red Jacket Sanitary Sewer Upgrade Project

 South Charleston Sanitary PSD Corridor G Sanitary Sewer Study



## Experience

Mr. Harper brings 16 years of design experience to the firm. He has expertise with HVAC, electrical, plumbing, sprinkler and fire alarm system designs. His projects include educational facilities (including colleges and universities), health care facilities, office buildings, banks, emergency services facilities, postal facilities, and government buildings.

Mr. Harper's role with the firm includes, but is not limited to, office manager, project manager, draftsman, and Building Information Modeling coordinator. He oversees projects from the early design phase through construction administration to post construction. He assists the project architect and design team with valuable mechanical, electrical, and plumbing information early in the project to ensure it is adequately designed to handle the client's needs.

## Projects

WV DOH SRC Office Building  
WV DOH Weight Station  
W. Kent Carper Justice and Public Safety Complex  
WV Veterans Home Storage Building  
St. Albans Armory Storage Building  
West Union Bus Garage  
Romney Public Works Building  
Dominion Gas Office Building  
Energy Corporation of America



## Registration/Professional Affiliations

Professional Engineer WV - [REDACTED]  
American Society of Heating, Refrigeration and Air-  
Conditioning Engineers - [REDACTED]  
National Fire Protection Association - [REDACTED]

## Education

West Virginia University Institute of Technology  
Bachelor of Science - Mechanical Engineering



**Experience**

Mr. King brings 14 years of electrical design experience and over 11 years of electrical construction/maintenance experience to the firm. His projects include educational facilities (including colleges and universities), health care facilities, office buildings, banks, emergency services facilities, government buildings, and industrial projects.

Mr. King's role with the firm includes, but is not limited to, project manager, draftsman, specification writer and construction administration. He oversees projects from the early design phase to post construction. He assists the project architect and design team with valuable electrical information early in the project to ensure it is adequately designed to handle the client's needs.



**Projects**

- WV DOH SRC Office Building
- WV Veterans Home Storage Building
- WV DOH Weight Station
- St. Albans Armory Storage Building
- St. Albans Armory Storage Building
- West Union Bus Garage
- Romney Public Works Building
- Dominion Gas Office Building
- Energy Corporation of America
- W. Kent Carper Justice and Public Safety Complex

**Registration/Professional Affiliations**

- Professional Engineer WV - [REDACTED]
- Professional Engineer KY - [REDACTED]
- Professional Engineer PA - [REDACTED]
- Professional Engineer OH - [REDACTED]
- Professional Engineer VA - [REDACTED]
- Professional Engineer MI - [REDACTED]
- Professional Engineer SC - [REDACTED]
- Professional Engineer IN - [REDACTED]
- West Virginia Master Electrician - [REDACTED]
- American Society of Heating, Refrigeration and Air-Conditioning Engineers - [REDACTED]
- National Fire Protection Association - [REDACTED]

**Education**

- West Virginia University Institute of Technology  
Bachelor of Science - Electrical Engineering
- Bluefield State College  
Bachelors of Science - Computer Science

# OVERVIEW



We come from humble beginnings and were founded and named after our president, Edward L. Robinson, P.E., P.S., in 1978. The company began as a small surveying firm with only four employees and has grown exponentially to what it is today – a highly diversified engineering and surveying firm with over 135 full time, experienced professionals and support personnel located in ten offices throughout West Virginia (Charleston, Beckley, Bridgeport, and Chapmanville), Kentucky, Ohio and North Carolina. Over the past four decades, E.L. Robinson has grown to be one of the most respected firms in the region, offering a diverse scope of services. E.L. Robinson provides a full range of quality engineering services, from planning and analysis to design and implementation.

We attribute much of our continued success to our commitment to complete customer service, unwavering quality, and innovative solutions. ELR prides itself on overcoming obstacles and adapting to changing times. The firm uses diligence and a dedicated work ethic to complete every project on time, on or under budget.

E.L. Robinson Engineering boasts of a highly skilled and professional staff. We know that in order to take care of our clients, we must also take care of our own employees. The firm maintains an unheard of employee retention rate. ELR pairs its past experience with the technology of the future to provide the most thorough and advanced engineering knowledge and skills.

The use of technology has allowed the firm to expand engineering capabilities and make use of new resources such as satellite imagery and digital mapping. In addition to the use of technology, E.L. Robinson also continues to strive to invent new and more effective ways to serve our clients. One of these ways is to provide a thorough pre-analysis of every project, saving the client time, money, and legal exposure. When the client is educated on every phase of the job and every challenge, the reputation of the firm grows stronger and attracts business from a larger marketplace.

## Our Services

- Utilities Engineering
- Land Planning
- Transportation Engineering
- Landscape Architecture
- Construction Management
- Site Development
- Geotechnical Engineering
- Oil and Natural Gas
- Surveying and Technology





## Qualifications



E.L. Robinson has a strong background in site facility development and renovations. Our team has over 39 years of experience working with various communities, developing a diverse range of capabilities to handle the most complex development projects. From the initial planning and layout through the construction phase, the team at ELR provides clients with top quality site development services. Our areas of expertise include community and public facilities, business parks, recreational areas, residential neighborhoods, urban planning and streetscape design, planned unit and community development, park and recreation design, and campus planning.

E.L. Robinson has over 135 staff members including 57 degreed engineers, 37 of which are registered professional engineers; 15 construction inspectors and a support team of administrative and technical personnel. Our firm's office in Charleston will provide the identified scope of services. This team of professional engineers, funding specialists, surveyors and construction inspectors has been specifically assembled for this project because of their experience relating to your project and for preparing solutions that are realistic.

ELR's team has been fortunate to assist other clients with various types of site design projects including numerous building facilities and centers to serve various communities.

- Greenfield Cabinetry Building Expansion
- Putnam PSD Maintenance Facility
- Mingo County 911 Center
- Putnam County 911 Command Center and EMS Garage
- Mason County 911 Center
- Wetzel County 911 Center
- Chief Logan State Park Recreational Facility
- Aldersgate United Methodist Church Recreation Facility
- Logan County Airport Business and Industrial Park
- Williamson DHHR Building
- Mingo County Memorial Building Handicap Accessibility
- Williamson Coal House
- Williamson City Hall Exterior Updates
- Williamson Fire-Police Station
- Logan County Courthouse ADA Upgrades



## Beech Fork State Park Lodge Development



**CLIENT:**  
West Virginia Division of  
Natural Resources

**PROJECT COST:**  
Total Architecture & Site  
Related Cost \$35 Million

**OUR ROLE:**  
Site feasibility, studies,  
preliminary design, lead  
consultant involving civil,  
structural, transportation,  
geotechnical engineering,  
landscape architecture with  
additional services from other  
consultants.

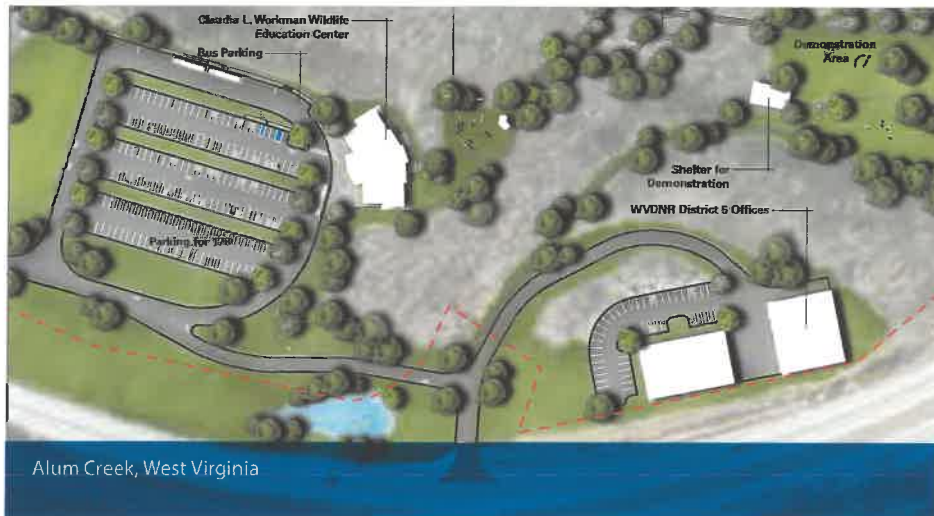
West Virginia Division of Natural Resources has considered a lodge for Beech Fork State Park since before it was opened in 1979. Several studies were completed in the past examining six possible sites for lodges ranging in size from 75 to 150 rooms. The last studies completed in 1995 recommended a 150 room lodge at Stowers Branch.

WVDNR retained E.L. Robinson's landscape architects in 2008 to study a new site near the Beech Fork Lake dam and marina for the feasibility of building a 35, 50, or 75 room lodge. This study found from earth work calculation, cost estimates, and slope analysis maps that the Stowers Branch site was still the most desirable based on costs, proximity to the lake, and visual impact on the park.

In 2013, WVDNR retained the team of E.L. Robinson Engineering and ZMM Architects to prepare construction documents for a 75 room lodge at the Stowers Branch location. This site is located near the swimming beach owned and operated by US Army Corps of Engineers and two miles by road from the Beech Fork Lake Dam. In 2015, the project was put on hold after completion of the design development phase due to state budget issues.



## Forks of Coal State Natural Area/Claudia L. Workman Wildlife Education Center



CLIENT:  
West Virginia Division of  
Natural Resources

COMPLETION DATE:  
2019

ESTIMATED CONSTRUCTION  
COST:  
\$7 Million

WVDNR retained E.L. Robinson in 2015 to prepare a master plan for this 100 plus acre site donated to the State of West Virginia for the development of the state's first natural area. The site is located at the forks of the Big Coal and Little Coal River, approximately twenty miles from downtown Charleston.

In 2015, WVDNR retained the team of E.L. Robinson Engineering and ZMM Architects to prepare construction documents for the Forks of Coal Natural Area and the Wildlife Education Center.

This site related elements ELR will design are:

- Access road off US 119 and car and bus parking area for the Claudia L. Workman Wildlife Education Center
- Site development for the Education Center including entry courtyard and outdoor classroom/amphitheater
- Entry sign
- Trailhead parking
- Waterline extension from the Lincoln County PSD and an onsite sewage treatment facility for the education center
- Landscape plans for the center
- Other pedestrian linkages



# CHIEF LOGAN STATE PARK RECREATIONAL FACILITY



CLIENT:  
WV Dept. of Natural Resources

COMPLETION DATE:  
2009

PROJECT COST:  
\$5.2 Million

OUR ROLE:  
Geotechnical, civil and structural  
design services

The facility consists of a 37,050 SF first level that has a tennis facility surrounded by an elevated walking track, and a 25 meter indoor swimming facility. A second level consisting of 8563 square foot includes a weight lifting facility as well as several other exercise areas.

E. L. Robinson Engineering provided Geotechnical, Civil and Structural Design services for the facility. We also served as the Prime Consultant on the project and worked with our sub contractors the project architect and the project mechanical engineer. The site was a former mine fill area with 70 -80 feet of rock over burden placed on site during mining operations. E. L. Robinson worked with the owner after performing a geotechnical investigation to develop a plan to remove soil at the site to a depth of 12 feet removing oversized materials and replacing the material with an engineered fill. Upon completion of the earth-work, plans and specifications for the structure and the foundation system were developed. In addition sewage and water infrastructure was designed to serve the facility. Working with the owner, project architect, and mechanical engineer the facility was bid documents were developed. E. L. Robinson assisted the owner in the solicitation of bids and award of the contract and also provided on-site review of the construction as needed.





## Mechanical, Electrical, and Plumbing Engineering

Harper Engineering, PLLC has the talent and resources to provide quality mechanical, electrical, and plumbing design. Our staff utilizes the latest building information modeling (BIM) software to provide the accurate system designs with minimal change orders during construction.

Our goal is to design optimized systems that meet all of our client's performance, energy use, and budgetary needs.

The staff at Harper Engineering, PLLC has over 100 years of experience working with clients in a variety of fields including, but not limited to, K-12 schools, hospitals, offices, airports, manufacturing, multi-family housing, and Design/Build. The following is a partial listing of projects that demonstrate Harper Engineering's mechanical, electrical, and plumbing design experience:

### Services:

#### HVAC Design

- Heating and Cooling load calculations
- Ductwork sizing
- Hydronic pipe sizing
- Equipment selection

#### Electrical Design

- Electrical load calculations
- Panel and switch gear selection
- Lighting
- Fire alarm
- Site Utilities
- Emergency Generators
- Security and communications

#### Plumbing Design

- Pipe Sizing
- Fixture Selection
- Sprinkler design
- Site Utilities



## State Parks

### **Cabwaylingo State Park Dining Hall**

HVAC, Plumbing and Electrical Design for a new 3800 SF facility.

### **Chief Logan Lodge and Conference Center Pool**

MEP design for new ventilation system for pool filtration.

### **Palentine Park Improvements**

Site lighting and power for Splash Park pump, rest rooms, Amphitheatre and power for vendor receptacles.

## State Offices & WVARNG

### **Camp Dawson Building 242**

Electrical design for 2,300 sf training.

### **Eleanor WV Army Nation Guard Readiness Center & Maintenance Facility**

HVAC, Plumbing, Sprinkler, Electrical and Fire Alarm design for the new 40,000 Readiness Facility and the 115,000 sf Maintenance Facility in Eleanor, WV.

### **St. Albans Armory Storage Building**

HVAC, Plumbing, Electrical, and Fire Alarm design for a 3,000 sf storage building.

### **WV Department of Highways SRC Office Building**

HVAC, Plumbing, Electrical, Fire Alarm, and Sprinkler design for renovations to the 39,400 SF addition and renovations to existing office building in Charleston, WV.

### **W. Kent Carper Justice and Public Safety Complex**

HVAC, Plumbing, Electrical, Fire Alarm and Sprinkler design for renovations to a 62,400 sq. ft. Justice and Public Safety Complex.





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: 679906

Doc Description: Addendum No. 1 - Cottage Renovation Design Camp Dawson

Proc Type: Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No	Version
2020-01-29	2020-02-18 13:30:00	CEOI 0603 ADJ2000000004	2

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**VENDOR**

Vendor Name, Address and Telephone Number:

**E.T. Boggess Architect, Inc.**  
**PO Box 727 101 Rockledge Avenue**  
**Princeton, WV 24740 304-425-4491**

**FOR INFORMATION CONTACT THE BUYER**

Tara Lyle  
 (304) 558-2544  
 tara.l.yle@wv.gov

Signature X

FEIN # 55-0515917

DATE February 17, 2020

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



**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CEOI ADJ2000000004**

**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 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

February 17, 2020


\_\_\_\_\_  
Date

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

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

  
\_\_\_\_\_  
(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)

\_\_\_\_\_  
February 17, 2020  
(Date)

\_\_\_\_\_  
(P) 304-425-4491 / (F) none  
(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: E.T. Boggess Architect, Inc.

Authorized Signature: *E.T. Boggess* Date: February 17, 2020

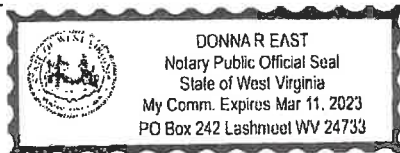
State of West Virginia

County of Mercer, to-wit:

Taken, subscribed, and sworn to before me this 17 day of February, 2020

My Commission expires March 11, 2023.

AFFIX SEAL HERE



NOTARY PUBLIC

*Donna R. East*

Purchasing Affidavit (Revised 01/19/2018)



# Letter of Transmittal

2/17/2020

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

**Project:**  
WVARNG / Camp Dawson  
Cottages

**Atten:** Tara Lyle

**Sending Via:**  
UPS

**Subj:** Qualifications

<b>CODE LEGEND</b>	<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
		<b>ADJ 2000000004</b>	
1		Statement of Qualifications - Original	2
1		Statement of Qualifications - Convenience Copy	2
1		WV Purchasing Forms - Unbound	3

**REMARKS:**

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

Signed: Todd Boggess, AIA, NCARB, Architect







**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CEOI ADJ200000004**

**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  |
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E.T. Boggess Architect, Inc.

\_\_\_\_\_  
Company

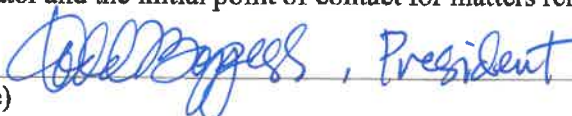
  
\_\_\_\_\_  
Authorized Signature

February 17, 2020

\_\_\_\_\_  
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\_\_\_\_\_  
(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

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\_\_\_\_\_  
E.T. Boggess Architect, Inc.  
(Company)

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

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

\_\_\_\_\_  
February 17, 2020  
(Date)

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



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

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Authorized Signature:  Date: February 17, 2020

State of West Virginia

County of Mercer, to-wit:

Taken, subscribed, and sworn to before me this 17 day of February, 2020

My Commission expires March 11, 2023.

**AFFIX SEAL HERE**

**NOTARY PUBLIC**



