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WV PURCHASING
DIVISION

TRANSMITTAL

TO: Mrs. Tara Lyle, Purchasing Agent
West Virginia Department of Administration
2019 Washington Street East
Charleston, WV 25305

FROM: Greg Martin • AIA • NCARB

RE: Solicitation No. CEOI 0603 2100000002
Statement of Qualifications for Architectural / Engineering Services for
Williamstown AASFI – Toilet-Shower Renovation Design

DATE: August 18, 2020

Please find attached three (3) copies of Williamson Shriver Architects' Statement of Qualifications for the above referenced project.

If you have any questions, please call.

gim/

Enclosures:
Cover Letter
Statement of Qualifications (three copies)



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: 761812

Doc Description: Williamstown AASF1- Shower-Restroom Renovation Design

Proc Type: Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No	Version
2020-07-30	2020-08-18 13:30:00	CEOI 0603 ADJ2100000002	1

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:

FOR INFORMATION CONTACT THE BUYER

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

Signature X

FEIN # 55-0655792

DATE Aug. 17, 2020

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

ADDITIONAL INFORMATION:

The West Virginia Purchasing Division, for the agency, the West Virginia Army National Guard, Construction and Facilities Management Office, is soliciting Expressions of Interest from qualified firms to provide professional design services to develop construction documents to renovate the shower/restroom areas at the Army Aviation Support Facility #1, at Williamstown, WV, per the attached documentation.

INVOICE TO		SHIP TO	
DIVISION ENGINEERING & FACILITIES ADJUTANT GENERALS OFFICE 1707 COONSKIN DR		BUILDING TRADE SPECIALIST ARMY AVIATION SUPPORT FACILITY 1 387 AVIATION DR	
CHARLESTON	WV25311	WILLIAMSTOWN	WV 26187
US		US	

Line	Comm Ln Desc	Qty	Unit Issue
1	Williamstown AASF1- Shower-Restroom Renovation		

Comm Code	Manufacturer	Specification	Model #
81101508			

Extended Description :

Provide professional architectural and engineering design services per the attached documentation.

August 17, 2020

Mrs. Tara Lyle, Purchasing Agent
West Virginia Department of Administration,
2019 Washington Street East
Charleston, WV 25305

RE: Solicitation Number: CEOI 0603 ADJ2100000002
Architectural and Engineering Services for the
Williamstown Army Aviation Support Facility #1 - Shower-Restroom Renovation Design

Dear Mrs. Lyle:

Williamson Shriver Architects, Inc. was excited to learn of the Expression of Interest for Architectural and Engineering services for the Williamstown Army Aviation Support Facility #1 - Shower-Restroom Renovation project for the West Virginia Department of Administration and the West Virginia Army National Guard. We are pleased to have an opportunity to submit our team's qualifications, experience, and other credentials for your consideration.

Williamson Shriver Architects' staff combines for over 100 years of experience on hundreds of architectural design projects of all types and sizes located throughout West Virginia. Our firm has established practices in place to ensure that your project is completed on time and within budget. Our design, engineering, and construction administration talents have been proven over and over throughout our firm's thirty-five plus year history. Within the past five years, we have provided design services for some interior renovations at the Clarksburg Armory and the Weston Armory.

Please accept this letter as our team's Expression of Interest in serving as your design team for this exciting project. In addition to Williamson Shriver Architects, Inc., our proposed project team will include Harper Engineering, of St. Albans, WV (HVAC, electrical, plumbing, and fire protection design) for the design scope. Our firms have worked together successfully on many past projects throughout all regions of the state. We jointly have a strong understanding of design creativity, building systems and materials, constructability, and the economics of construction in the different regions of West Virginia. We invite you to review the attached Statement of Qualifications which describes in depth our team's capabilities, experience, and personnel and includes all of the information delineated in your Expression of Interest.

We are excited about this project and are eager to be selected to work with the West Virginia Department of Administration for the Williamstown Army Aviation Support Facility #1 as the Architect. We look forward to a personal interview with your selection team during which we can present our credentials in greater detail.

We look forward to hearing from you soon.

WILLIAMSON SHRIVER ARCHITECTS, INC.



Ted Shriver | AIA | LEED AP BC+D
Principal | Architect



Greg Martin | AIA | NCARB
Architect

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West Virginia Department of Administration
Statement of Qualifications for Architectural / Engineering Design Services for
Williamstown AASF I - Shower-Restroom Renovation Design

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Tab A

General Information



WilliamsonShriver**Architects**

General Information

Firm Overview

Williamson Shriver Architects Inc. is an award-winning, multi-disciplinary design firm with business roots back to 1967. While specializing in educational and commercial planning and design, we provide design services to a diverse client base throughout West Virginia. With construction values exceeding one billion dollars over our history, the size and scale of our projects have ranged from detailed designs for small interior renovations to large multi-million dollar new facilities. Large or small, simple or complex, every project has our commitment to diligent, thoughtful design. Our functional and distinctive buildings reflect the vision of our clients and the spirit of our communities.

Experienced, capable, and responsive, we have a long tradition of excellence and client commitment. Simply put ... we listen ... and combine what we learn from

listening with a clear understanding of technology, sustainability, and a wealth of experience. Every Williamson Shriver Architects design is a collaboration with the end user. Our finished projects work for people because they start with people. Through focus groups, individual interviews, and public meetings, we ask our clients to stretch their imagination and anticipate how they will

The Vision of our Clients and the Spirit of our Communities.

use each space. The result of this process ... flexible design solutions that respond to people and make the most of budgets.

Commitment to quality, dedication to project and client, and a nearly fifty year tradition of innovation and architectural excellence... that's Williamson Shriver Architects. No matter what the program, site, or budget, we've been there and we have the experience and vision to shape your project into a success.

At Williamson Shriver Architects, we're listening.

Left: Back exterior facade of Chief Logan Lodge outdoor gathering area and balconies for the suites. The expansion of the suites was added to the existing Chief Logan Lodge in 2006.

Above: The main entrance to Eastwood Elementary School in Morgantown, West Virginia. This school was designed and achieved a LEED Gold rating in 2015.



Legal Organization

Williamson Shriver Architects is a type S corporation licensed as a business by the WV Secretary of State and headquartered in Charleston, WV. Our firm qualifies as a Federal Small Business and has applied for such registration with the U.S. Small Business Administration.

In House Services

- Pre-Design & Planning
- Architecture
- Structural Engineering
- Interior Design
- Construction Procurement / Administration
- Cost Estimating
- Sustainable Design

Services through Partners

- Site and Civil Engineering
- Landscape Design
- Historic Review & Preservation
- Mechanical Engineering
- Electrical Engineering
- Lighting Design
- Technology and Security Design
- Audio / Visual Design
- Acoustical Design
- Interior Design





Firm History

Harper Engineering, PLLC was founded in 2008 to provide innovative engineering design services to architects, owners, and contractors through the state. We are a unique combination of eager young talent and proven experience fused together to serve all of your building systems design needs including HVAC, Plumbing, Lighting, Electrical, Fire Alarm and Sprinkler Suppression systems. Our Goal is to design optimized systems that meet all of our client's performance, energy use, and budgetary needs.

Relationship

Harper Engineering, PLLC has worked with Williamson Shriver Architects, Inc. since 2008. We have amassed over 80 projects together. (* Indicates more than one project at that location)

Analabs Office Building
Arnoldsburg Elementary School
Beverly Elementary School
Brandywine Elementary School
Braxton County High School
Braxton County Middle School
Braxton County Schools Warehouse
Bridge Elementary School
Bruceton School*
Burch PK-8 School
Burnsville Elementary School
Calhoun Gilmer Career Center
Chapmanville Elementary
Charleston Arbors Apartments
Charleston Fire Station #3
Coalton Elementary School
Davis Elementary School
Fed Ex Expansion
Fellowsville Elementary School
Flatwoods Elementary School
Flinn Elementary School
Frametown Elementary School*
Fred Eberle Technical Center*
Geary Elementary School
George Ward Elementary School
Gilbert Elementary School
Gilbert High School*
Gilmer County High School*
Glenville Elementary School
Hampshire County Career Tech Center
Hampton Inn Buckhannon
Harman School
Hebert Hoover High School
Holden Elementary School
Hodgesville Elementary School

Hurricane High School
Little Birch Elementary School
Little Creek Golf Course Conference Center*
Marsh Fork Elementary School
Matewan Elementary School
Moorefield Primary School
Northeast Natural Energy Office
Oakwood Baptist Church
Oakwood Terrace Apartments
Pendleton County High School
Pleasant Hill Elementary School
Poca High School Elevator
Preston County High School*
Putnam County CTC Paint Booth
Ravenswood High School
Ripley High School
Roane Jackson Technical Center
Robert C. Byrd Health Science Center
South Branch Vo Tech
South Charleston Fire Station #1
Starbucks - Kanawha Boulevard
Steptoe and Johnson Office Building*
Sutton Elementary School
Taylor County Middle School
Terra Alta East Preston School*
Tucker County High School
Tudors/Gino's Various Locations*
Tunnelton Denver Elementary School
Union Elementary School
Upshur County Schools*
West Chapman Elementary School
West Virginia State Capitol Building
Williamstown Army National Guard
Wirt County Schools

Tab B

Qualification and Approach



WilliamsonShriver**Architects**

Project Approach & Understanding

Project Approach

As fully described in Tab E of this Statement of Qualifications, Williamson Shriver Architects has a variety of projects fully constructed with similar size and design requirements to the project by the West Virginia Department of Administration and West Virginia Army National Guard.

The success of those projects are not by accident. It is said, good design comes from good listening. You are not hiring an architect to “tell you how to design and build your building” Rather, you are hiring an architect to compose a design by synthesizing the specific needs, activities, skills, and limitations of your department, personnel, and site into a holistic, responsive design. Williamson Shriver Architects continually stresses the importance of involving the building user throughout the design process and facilitating their input into a final program and design solution.

This planning process starts with the schematic “big picture” design concepts and continues all the way to small details including interior design and furniture selection. We utilize a variety of methods in this process to make the design intent more understandable to lay-person committee members. These include presentations, design charrettes, interior and exterior 3D concepts modeling, digital walkthroughs and general discussions and feedback.

We firmly believe that our track record of these successful projects is directly attributable to this inclusive and interactive process with our clients.

Williamson Shriver Architects has reviewed the scope of work provided for the AASFI Shower-Restroom Renovation project for the West Virginia Army National Guard. We understand the scope of work is funded by the State of West Virginia as follows:

- Provide full design services which include architectural, structural, mechanical, electrical, plumbing and interior design and construction administration for the shower and restroom renovation of the existing building.
- The renovation scope will include upgrading to be ADA compliant.
- Address existing mold and mildew issues and abate as required.
- The Owner has sufficient

funds for 35% of the design phase of the project that will be utilized to secure the remaining 65% funds for the construction documents and final construction of the addition.

Design Management

Williamson Shriver Architects is a mid-sized firm but with a small-firm attitude of service to our clients. Principal Ted Shriver, is actively involved in all aspects of all the firm’s projects from concept to completion. To ensure

consistency of quality design, all planning and design concepts originate under the direct supervision of the partners.

On this project, Greg Martin will be the Architect of Record and will directly oversee all design activities as well as be the main point of contact with the Owner. Directly under Mr. Martin’s leadership, Dana Scarberry will serve as Project Manager, and will be assigned with the responsibility to



Above: Front facade of the Chief Logan State Park Lodge. The right conference center was completed in 2002 and the left guest suite addition was complete in 2006

Project Approach & Understanding

Continued

produce documents and specifications based upon the design as well as to coordinate all team member activities and contributions to the project.

For mechanical/electrical engineering design services on this project, Williamson Shriver Architects will team with a consulting firm specifically selected to provide the most comprehensive, highest quality specialty services relating to this project.

- Harper Engineering, a St. Albans, WV consulting engineering firm who will provide HVAC, electrical, plumbing and fire protection design services.

Design Schedule

A master project schedule will be prepared to reflect all of the work tasks for the project organized by design phase and showing timelines and milestone dates for all tasks. We will also show the organization/individual responsible for the task. It will be organized as a horizontal bar chart. The schedule will be tested at critical intervals and measures taken to assure the schedule is maintained. Work efforts are tested against progress so that potential conflicts and delays can be detected quickly and appropriate action taken immediately to preserve scheduled milestones.

Evaluation of Existing Facility

Prior to commencing design, our project team will investigate and evaluate your existing facility. This will be done by reviewing all available architectural and engineering drawings, visiting and physically measuring the building and its components, photo or video-documenting the existing conditions, verifying in the field that the building components are consistent with the original documents, documenting any changes to the facility which may

We continually stress the importance of involving the building users in the design process and facilitating their input...

have been made during its occupancy, evaluating the functional life expectancy of existing building systems, and reviewing all available Owner held documents such as Fire Marshal reports, hazardous materials reports, maintenance records, etc. which may impact the final scope of renovation work. Our team will then produce a Revit building model reflecting the existing conditions of the building(s).

Programming Phase

Williamson Shriver Architects will conduct multiple programming and planning meetings that include **building users, owner staff, community, service personnel, etc.** as necessary to obtain the best possible programming input. We will encourage active participation by attendees. We will utilize a variety of methods to generate and describe ideas such as presentations, design charrettes, interior and exterior 3D concept modeling, and general discussions and feedback. At the conclusion of this phase, a final program / building performance specification document will also be generated to document the discussion and outcome of the planning meetings, building performance requirements, master plan, and infrastructure and technology requirements.

Sustainable Design

Multiple members of Williamson Shriver Architects team are LEED Accredited Professionals with experience in a number of LEED Certified facilities, including Spring Mills Primary School, West Virginia's first newly constructed LEED Gold Building. Eastwood Elementary School has also received LEED Gold certification with a third LEED candidate school currently under construction. However, whether or not LEED Certification is being sought, we believe that architects, engineers, designers have a duty to provide services in a sus-

Project Approach & Understanding

Continued

tainable manner - selecting materials and systems with respect to their impact upon environment as well as to minimize energy usage costs for our clients. Our team commits to bring this attitude to all aspects of this project.

Schematic Phase

Based upon the approved program, the design team will begin to develop conceptual design studies to translate the program into design concepts as well as indicating the scale and relationship of spaces. We will also begin the process to investigate appropriate mechanical, electrical, and other relevant systems. Several schematic studies may be presented for review and staff/owner comments along with cost estimates for selected schemes. We will mutually narrow down the schemes to one which is most closely compatible with the final established program which

will then be developed into final schematic documents. A cost estimate for this proposed scheme will be finalized, and the entire package submitted to the owner for approval.

Design Development Phase

Once the schematic documents are approved by the Owner, the design team will progress to the design development phase of the project. The Design Development Phase documents advance the approved schematic design by illustrating and describing the architectural, structural, mechanical, and electrical components and systems, and other elements through the use of plans, sections, elevations, typical construction details, and diagrammatic layouts of the building systems as well as other documents to fix and describe the size and character of the project. Important details of construction will be shown, any necessary selective demolition and alterations will be indicated, interior design elements including furnishings and equipment will be conceptually defined, construction materials will be generally selected, and the building systems will be outlined and integrated with the building structure and architecture. Outline specifications will be written and all building performance specifications will be updated. A cost estimate will be prepared reflecting the work described in the Design Development documents along with

appropriate strategies to deal with any cost issues which may arise. The completed Design Development document package will be submitted to the Owner and authorities having jurisdiction for review and approval.

Construction Documents Phase

Upon approval of the Design Development Phase drawings, the project team will prepare closely coordinated construction drawings and final specifications detailing the quality levels for materials and systems needed for bidding and construction. The design team will also incorporate into the Construction Documents the design requirements of authorities having jurisdiction over the project, including but not limited to the Americans with Disabilities Act, applicable state and local building codes, ordinances, and standards, and any standards provided by the Owner. To enhance the coordination effort between the disciplines, all team members will utilize AutoDesk Revit Building Information Modeling software in the preparation of these documents.

The work of this phase will include furthering the interior design concepts previously developed by selecting material colors and patterns for inclusion into the project. Additionally, furnishings and equipment appropriate to the function and quality of the proposed design will be selected.



Project Approach & Understanding

Continued

The design team will meet as needed with the Owner to gain input regarding these interior design elements.

The design team will confer with the Owner to develop and prepare bidding and procurement information, the contract for construction, as well as the conditions of the contract for construction. All of these documents will be contained within the final Project Manual to be released to potential contractors.

The project cost estimate will be updated reflecting the work described in the Construction Documents along with appropriate strategies to deal with any cost issues which may arise. The completed Construction Documents package will be submitted to the Owner and authorities having jurisdiction for review and approval.

Bidding Phase

Williamson Shriver Architects will assist the Owner as necessary in the advertising of the project for bidding. To further competitive bidding, we will actively market

the project to contractors known to specialize in work consistent with the project scope. We will assist the Owner as needed in conducting the bid opening. On behalf of the Owner, we will evaluate the bids received and delineate any options for award, and provide our recommendation

as to the award for a contract for construction that is in the best interest of the Owner.

Contract Administration Phase

The construction phase may be a small portion of an architect's fee, but this phase plays a large role in our success. After the commencement of construction, Jason Shanite will take the lead during the construction process. Mr. Shantie has 10+ years experience on the construction side of project where he worked for a reputable WV contractor. The knowledge he gained there will be applied to construction projects as a contract administrator for Williamson Shriver Architects. As such, he is well known and respected by many commercial contractors around West Virginia. During this phase, he will be assisted by numerous members of the design team who will continue their roles from the design phases.

Member(s) of the project team will be present on the project site at two-week intervals, will attend all construction progress meetings, will become generally familiar with the progress and quality of the work completed, and will determine in general that the work is being completed in accordance with the Contract Documents. On behalf of the Owner, we will reject any work not conforming with the Contract Documents.

In between site visits, Mr. Shantie, with assistance of project team members will review and take action on contractor submittals, process change orders and payment requests, issue field memos and clarifications as needed, prepare punch lists, and certify completion of the project.

Post-Construction

Williamson Shriver Architects team will not walk away from a project at final completion. Rather, we continue to assist our clients with warranty issues which may arise after completion. We will also conduct an eleven month walkthrough to observe any other warranty issues, and also will conduct an interview with a committee of the Owner's staff and building users. This feedback will allow the project team to evaluate the performance of the final design, to determine whether the design adequately meets the Owner's needs, and gives our team members valuable input helping us to improve our knowledge for services on future projects.

Even after the expiration of the twelve month warranty period, Williamson Shriver Architects continues to service clients on our completed projects. Time and again throughout our firm's history, we have assisted Owners of our completed projects years after occupancy on issues relating to the function of building components and systems.

Never once have we invoiced for these services.

Quality Control

Cost Control

It is vitally important that the project budget, program and outcome expectations are compatible from the outset. Once the initial project budget and project scope is established and agreed upon, all future cost estimates and design decisions will be measured against that budget and program. As indicated herein, further cost evaluation will be performed at the completion of schematic and design development drawings, and at 75% completion of contract drawings. Between formal estimates, the design team is constantly evaluating design and materials/specification alternatives in an on-going effort to achieve the project goals in a cost effective manner and to maximize the value of the funds available for the project.

Design Technology

All of our major consultants use Autodesk Revit, a Building Information Modeling (BIM) software product. As a result, BIM will be utilized throughout the design process. Well beyond traditional drafting software, BIM is a more holistic approach to building design and culminates in an electronic 3-dimensional model of the building and contains 'intelligent' components. This product is not only a valuable production tool for the design team, but

Project Approach & Understanding

Continued

also offers several benefits to the Owner. For example, it's 'clash detection' capabilities offer better technical control of the coordination between work of multiple disciplines, reducing the number of potential change orders during construction. The software also allows for enhanced clarity of contract documents, and provides a potential facilities management benefit for clients through the manipulation of the intelligent components contained within the model. Williamson Shriver Architects was among the first architectural firms in West Virginia to routinely utilize BIM software on our projects.

Quality Management

Williamson Shriver Architects is proud of our success rate for meeting tight project budgets with a low incidence of construction change orders. We believe that this success stems largely from the retention rate of our long-term staff and selection of consultants that are highly specialized in the type of project being designed.

We have several peer review steps in place to review Construction Documents prior to letting them out for bidding. These include a design partner coordination review, review by the Construction Administrator who has jobsite experience, and involvement of nearly all of our production staff in the preparation of technical specifications ... whether or not they are other-

wise working on the project ... to assure that the documents are reviewed by a "fresh set of eyes". All of these steps taken together, eliminate most design errors before they make it out of our office.

As products and product applications are constantly changing, our staff and consultants are continually updated on new materials and methods of construction through both internal and outside seminars and programs.

Lastly, utilization of Building Information Modeling (BIM) software greatly reduces the potential for design errors. This is due in part to the integrated approach in which the software cross references information, as well as its potential for clash detection. This greatly reduces the potential for design errors. This is due in part to the integrated approach in which the software cross references information, as well as its potential for clash detection.



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:

- South Charleston Fire Station No. 1
- Chapmanville Intermediate School
- Franklin Elementary School - Design/Build Criteria Developer
- Additions to Holden Elementary School
- Williamson Coal House
- River Ridge Church- Hurricane
- Seneca Village Housing
- Beckley VA Parking Garage
- West Virginia Department of Highways
 - SRC Office Building Renovation
 - Weigh Stations
 - Highway Lighting
- Mason County Sheriff's Office Renovation
- Stonerise Nursing Homes (Multiple Projects)
- Boone County Courthouse Annex
- City of Charleston Fire Station No. 3
- A New Ronald McDonald House for Southern West Virginia
- North Central West Virginia Airport (Multiple Projects)
- Yeager Airport Security
- CAMC Hospitals (Multiple Projects)

- Level 350 BIM* Coordination for School Building Authority Projects
 - Shady Spring High School, Raleigh County Schools
 - New Raleigh Elementary School, Raleigh County Schools

* BIM - Building Information Modeling

Tab C

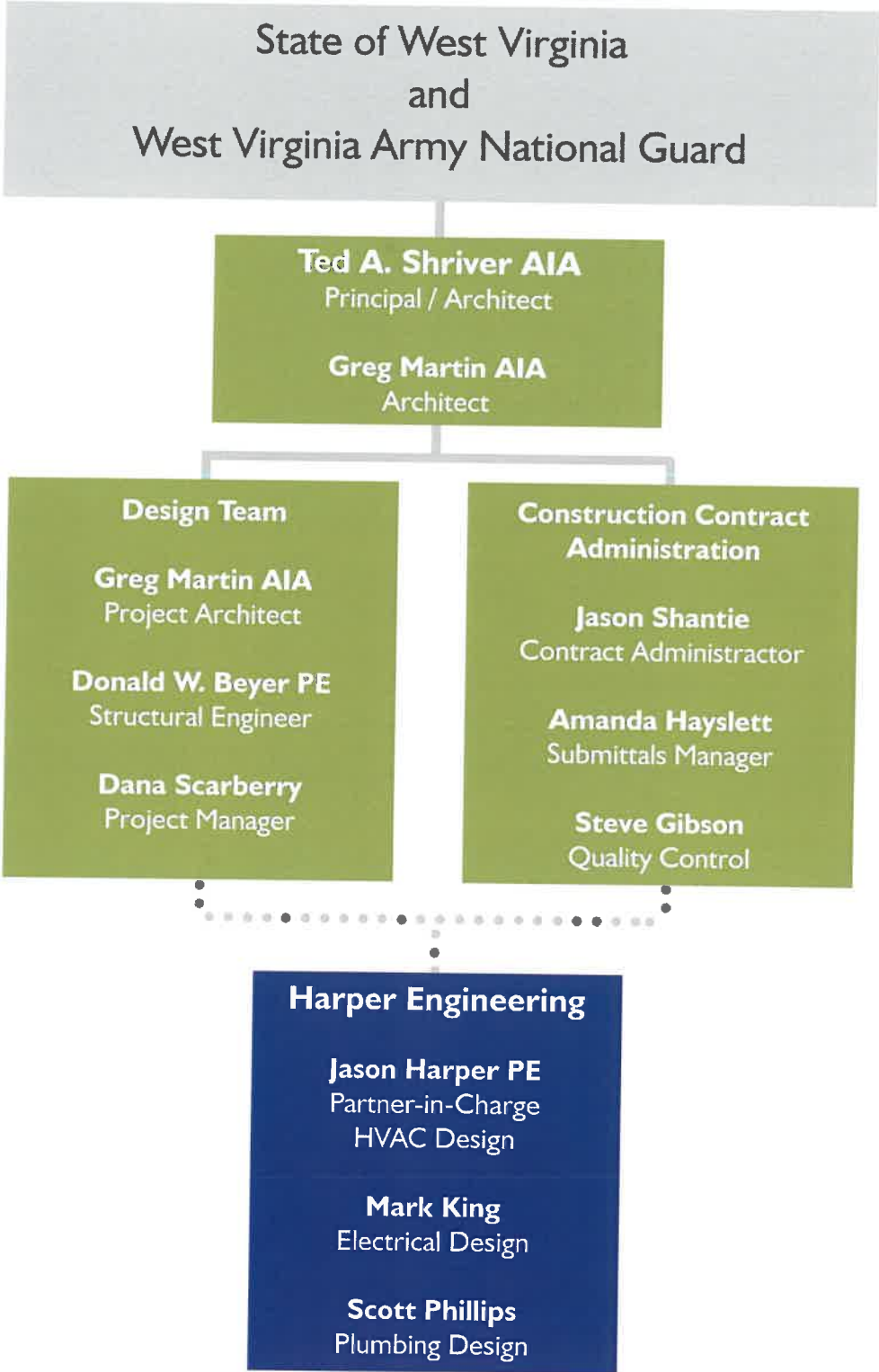
Team Organization



WilliamsonShriver**Architects**

Team Organization

An organizational chart showing numbers and types of key personnel that will be providing design and construction phase services for this project.



More detailed information for these key personnel may be found in Tab C. Resumes for individuals in this chart may be found in Appendix I.

Tab D

Project Staffing



WilliamsonShriver**Architects**

Personnel Experience

- 1 A list of all key personnel that will be assigned to this project and describe the roll each will play
- 2 A list key persons that will be assigned to this project that are Licensed Architects, Construction Administrators, LEED AP's per the U.S. Green Building Council, and who are experienced in the use of Building Information Modelling software.
- 3 A list any proposed consultants, including key staff names and the experience and qualifications of these individuals or firms.

Name	Project Role	Years with Firm	Registration	CA Exp.	LEED Status	BIM Exp.
Ted Shriver	Principal / Quality Control	35	Arch-WV	F/O	AP BDC	2
Greg Martin	Project Architect	11	Arch-WV	F/O		4
Jason Shantie	Contract Administrator	1	N/A	F/O		1
Don Beyer	Structural Design	30	P.E. -WV	F/O		3
Dana Scarberry	Project Manager	30	N/A	O		4
Steve Gibson	Quality Control / CA	34	N/A	F/O		1
Amanda Hayslett	Administrative Assistant	2	N/A	F/O		1
Jason Harper	Partner / Mechanical Eng.	10	P.E.-WV	F/O		4
Mark King	Electrical Engineer	8	P.E.-WV	F/O		4
Scott Phillips	Plumbing Design	10	N/A	F/O		2

See Organization Chart in Tab C for more information regarding division of personnel among team member firms. Resumes for these key persons can be found in Tab D.

Legend (CA Experience)

- F Field CA Experience
- O Office CA Experience

Legend (LEED Status)

- AP Accredited Professional
- AP BDC Accredited Professional with Building Design and Construction Certification
- LEED Leadership in Energy and Environmental Design

Legend (BIM Experience)

- 1 Not Applicable to Position
- 2 Some Usage
- 3 Moderate Usage (Proficient)
- 4 Significant Usage (Expert)

Left: Dining room of the Chief Logan Lodge that was completed in 2002.



Ted A. Shriver

AIA / LEED AP BD+C / REFP
Architect / Principal



Ted Shriver is a registered architect and President of Williamson Shriver Architects. In addition to his role as firm business manager, he is additionally responsible for the office-wide coordination and production of contract documents. He brings to the firm 40 years of architectural experience, and his primary responsibilities include assurance that appropriate production and support resources are applied to each project.

Office management, marketing and construction administration on smaller scope projects add to his daily responsibilities. He also oversees the firm's computer system, including evaluation and installation of new technology.

He has extended this computer expertise to an understanding of the utilization and implementation of technology in school facilities and attends the Council of Educational Facility Planners' Technology Conferences. Since 2005, Mr. Shriver has focused on establishing guidelines for our designs on implementing safe schools and monitoring systems.

Mr. Shriver is active in the Association for Learning Environments (A4LE) especially in the Southeast Region. In 2003, he was one of the founding members of the West Virginia Chapter and served as their President from 2004-2007. He has also served as the Southeast Director since 2002.

Education:

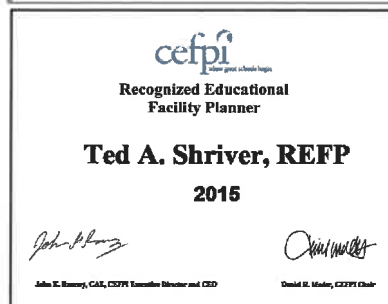
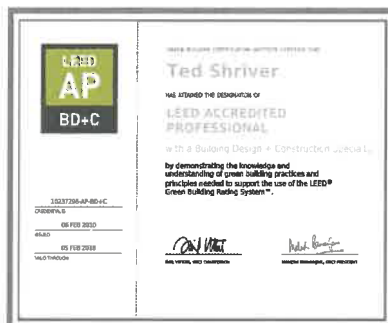
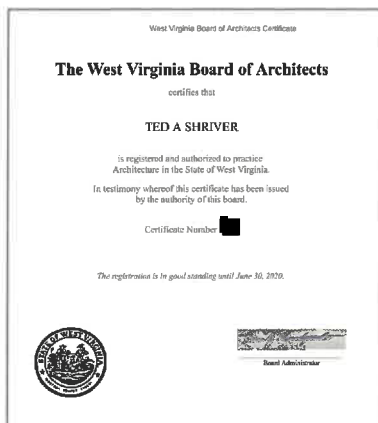
Fairmont State College, 1979
A.S. Architectural Technology
South Charleston High School 1977

Registration:

Architect, WV
Architect OH
Architect MD
Green Building Certification Institute
LEED Accredited Professional
(AP BD+C)

Affiliations:

West Virginia State Fire Commission
2009-Present
Code / Regulatory Committee, Chair
2009-Present
American Institute of Architects
WV Chapter
Executive Committee 2008-2013
Treasurer 2008-2013
Association for Learning Environments
Southeast Region
Alternate Director 2002-2003
Region Director 2003-Present
Recognized Educational Facility
Professional Certification (REFP)
Contractors Association of WV
Kanawha Valley Builders Association
International Code Council
National Fire Protection Association
South Charleston Board of Health
United States Green Building Council
Building Codes Plan Examiner
2015 - Present



Gregory I. Martin

AIA/NCARB

Project Architect

Greg Martin received his Masters of Architecture Degree from Virginia Polytechnic Institute and State University in 2008 after graduating from Fairmont State University in 2005. In the fall of 2008, he joined Williamson Shriver Architects as a project manager overseeing small renovation and additions projects. As his experience grew, his responsibilities with the firm increased. In 2013, he officially began the pursuit of architectural licensure and in early 2016 he successfully concluded his Architectural Registration Examination and became licensed to practice architecture in WV.

As Project Architect, he specializes in building design and production / coordination of construction documents for projects of all types and sizes.

Mr Martin's project portfolio with Williamson Shriver Architects includes Poca Elementary/Middle School, Leading Creek Elementary School, the Ronald McDonald House in Charleston, Little Creek Golf Course Clubhouse, the LEED candidate Gilmer County Elementary School in Glenville and Charleston Fire Station No. 3 which reopened to active duty August of 2018.

In addition to his professional career, Mr. Martin is an accomplished craftsman in wood, concrete and other media.



Education:

Virginia Polytechnic Inst. & State Univ.
Master of Architecture - 2008
Fairmont State University
B. S. - Architectural Eng Tech - 2005

Registration:

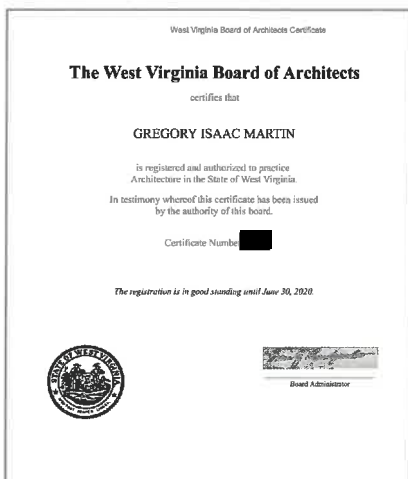
Architect, WV [REDACTED]
NCARB Certified ([REDACTED])

Previous Employment:

Marks-Thomas Architects
2008
Thomas Koontz Architect, P.C.
2006 (Summer Intern)
WYK Associates, Inc.
2003-2005

Affiliations:

American Institute of Architects
AIA Member
American Institute of Architects WV
Chapter



Jason J. Shantie

AIA Associate

Contract Administrator

With over ten years of experience working on multi-million dollar projects from a West Virginia base Construction Company. Mr. Shantie will bring his experience, insight and skills to our team on all aspects of our projects. His portfolio consists of over \$100 million worth of projects of various sizes and scopes. He has been involved in every aspect of construction project from takeoff's, estimating/conceptual estimating, bidding, buyout, contracts, submittals, RFI's, Change Order's, forecasting, budgeting, and project closeout.

He will be involved during the design phases of projects to provide construction estimates, constructibility reviews, and project schedules.

When a project begins the construction phase, Mr. Shantie will take on the role of Contract Administrator and perform duties both in the field and in office. While on the field, he will observe projects to confirm they are constructed correctly and be the point of communication between the owner and the contractor. While in the office his duties will include shop drawing review, payment applications review and project management.



Education:

Everglades University, 2013

B.S. Construction Management

West Virginia University

Institute of Technology, 2008

A.S. Building Construction Technology

Certifications:

OSHA 10 Certification

Affiliations:

American Institute of Architects

AIA-WV Chapter - Associate Member

Previous Employment:

Maynard C. Smith Construction Co.

2009 - 2020

Commerical Casework Solutions

2008- 2009

Donald W. Beyer

PE. / AIA Professional Affiliate
Professional Engineer



With nearly thirty years of tenure at Williamson Shriver Architects, Mr. Beyer is responsible for the coordination of structural design for all of the firm's projects, and personally designs the structural systems for most projects. He coordinates and integrates his design work with our in-house architectural designs as well as with mechanical and electrical engineering design performed by our consultants. He is also responsible for the production of details and specifications for a project's structural systems and materials.

Mr. Beyer's close involvement with the project architect provides for the smooth integration of the structural system into

the project while maintaining the aesthetics of the architect's design. His availability for immediate consultation is an asset to the design team. Mr. Beyer draws from his years of experience as a structural steel detailer, a structural draftsman, and engineering technician within the Charleston area.

In addition to his structural responsibilities, Mr. Beyer also serves as production coordinator for all project disciplines, ensuring that appropriate staff is in place to assure on-time completion of design work.

Mr. Beyer is an avid whitewater paddler, and currently sits on the WV Whitewater Commission, appointed by Governor Wise in 2005

Education:

- WV Institute of Technology 1997
B. S. Civil Engineering
- WV Institute of Technology 1978
A. S. Drafting & Design Eng. Tech.

Registration:

Professional Engineer, WV [REDACTED]

Previous Employment:

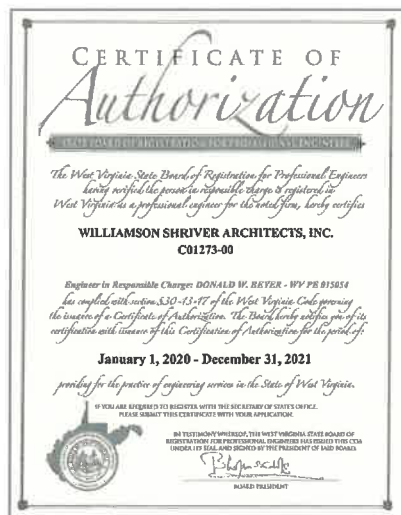
- Kelley, Gidley, Blair and Wolfe Engineers
1986 - 1990
- W. C. Haworth, Structural Engineers
1984 - 1986
- Union Carbide Corporation
1979 - 1983
- West Virginia Steel Corporation
1978 - 1979

Affiliations:

- American Institute of Architects
- American Institute of Architects WV Chapter
- Professional Affiliate Member

Certifications:

- American Canoe Association
- Swiftwater Rescue Instructor



Dana W. Scarberry

AIA Associate
Project Manager

A longtime employee of Williamson Shriver Architects, Mr. Scarberry has spent his adult lifetime in working in the architecture and building design industry, joining Williamson Shriver Architects in 1990. In this time, he has amassed considerable and invaluable knowledge and experience regarding building design, systems, and detailing. He serves as our senior Project Manager, advancing the design prepared by the partners into a complete and coordinated set of constructable documents. As part of this process, he brings his extensive knowledge of building

codes and standards, coordination of consultants providing site, electrical and mechanical systems design, and preparation of building system specifications.

Mr. Scarberry also has considerable experience in roofing design. Over the course of his career he has designed millions of square feet of roofing and roofing replacement. He also serves as Williamson Shriver's in-house coordinator of door hardware and kitchen equipment design.



Previous Employment:

Hoblitzell, Daley & McIntyre Architects
1978 - 1990

Walt S. Donat - Architect
1975 - 1978

Affiliations:

American Institute of Architects
AIA-WV Chapter - Associated Member

Experienced in:

Document Assembly and Production
Door Hardware Design
Kitchen Equipment Layout and Design
Roofing Systems Technology & Design

Steven W. Gibson

AIA Associate

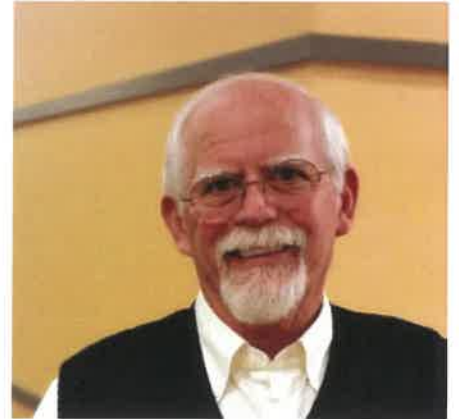
Contract Administrator

Steve Gibson is responsible for contract document administration and field observation during the construction phase of a project. His duties include shop drawing review, attending construction conferences, compiling construction observation reports, and serving as liaison between owner and contractor.

Prior to joining the staff in 1985, Mr. Gibson's experience was primarily in the engineering fields.

He has participated in the design, project management and construction of numerous industrial, commercial, public housing and public works facilities since 1970.

Mr. Gibson has also worked for a large local construction firm as an estimator. This employment allows him to bring a unique knowledge and understanding of the contractors' perspective toward construction projects to the firm.



Education:

West Virginia State College, 1971
B.S. Industrial Technology

Affiliations:

American Institute of Architects
AIA-WV Chapter - Associate Member

Previous Employment:

Carlton Construction Company
1984 - 1985
Randolph Engineering
1977- 1984
Swindell-Dressler Engineering
1974 - 1977
JH Milam Engineering
1969 - 1974

Amanda Hayslett

Administrative Assistant

Amanda will serve as an administrative assistant for Williamson Shriver Architects. Having worked as a administrative assistant for accountants, engineers and construction companies over the past twenty-five years, she will apply that experience and knowledge to the team. Her project based responsibilities include, but are not limited to, development of contracts / agreements, project manual assembly, specifications, assistance with the bidding process, processing of bonds and insurance, construction cost monitoring, construction phase submittals, applications for payment processing and project closeout documentation.

As construction phase submittals manager, she maintains the electronic submittals log, assuring that action by staff and consultants is taken as expeditiously as possible.

In addition to these project based responsibilities, she also plays an essential primary role in preparation of educational planning documents such as annual updates and ten-year plans for numerous county school systems.



Education:

West Virginia State University, 1986
A.S. Computer Programming

Previous Employment:

Kanawha Stone Company
2018 - 2019
Green Meadow of WV, Inc.
1999- 2018
Ghosh Engineering, Inc.
1996 - 1999
Herman & Cormany, CPA's
1986 - 1993



Harper
Engineering

Jason E. Harper
Professional Engineer

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 project 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 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 assist the project architect and design team with valuable mechanical, electrical, and plumbing information early in the project to ensure the it is adequately designed to handle the client's needs.



Registration/Professional Affiliations

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

Projects

HVAC Additions to Taylor County Middle School
Poca High School Elevator Addition
Chapmanville Intermediate School
Burch PK-8 School
Lewis County Transportation Facility
HVAC Renovations to Tucker County High School
South Preston PK8 School
Arnoldsburg Elementary School
Additions and Renovation to Geary School
Tunnelton Denver Elementary School
HVAC Systems Renovations to
Upshur County Elementary Schools
Additions and Renovations to Flinn Elementary

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 project 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 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 the it is adequately designed to handle the client's needs.

Projects

FedEx Freight - 32 Bay Expansion
Arnoldsburg Elementary School
Chapmanville Intermediate School
South Charleston Fire Station
Geary Elementary School
Holden Elementary School
Hurricane High School Batting Facility
Marshfork Elementary School
Tudor's/Gino's Restaurants (Various Location)
Additions and Renovations to Flinn Elementary



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 - 8259192
National Fire Protection Association - 2915791

Education

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

Bluefield State College
Bachelors of Science - Computer Science

Tab E

Previous Experience



WilliamsonShriver**Architects**

Design Experience

Identify at least three comparable projects in which the firm served as the architect-of-record for the design and construction phases.

Toilet Renovation Projects

Williamson Shriver Architects has extensive experience designing for toilet renovations for both school and non-school facilities. These include both renovation of existing toilets, as well as construction of new toilets within existing space. All of these projects include compliance with the requirements of applicable codes and the Americans with Disabilities Act (ADA). Several of our most recent renovation projects of these types are listed on this page along with contact information for our clients.

Below: Renovated toilet/shower room at the West Virginia Army Reserve National Guard in Clarksburg, WV.



Public Service Commission of WV HQ Building

Public Service Commission of WV
Michael Albert, Chairman
(800) 344-5113

Project scope included complete renovations to three existing pairs of toilet rooms stacked within the building. This 2,000 SF project is currently in design phases.

Clarksburg Armory Locker Room Renovation

WV Army Reserve National Guard CMFO
Jim Skaggs, Project Manager
(304) 561-6550

Project scope included renovation of locker rooms, toilets, and showers (approx. 5000 SF) in an active existing armory facility. Construction was completed in late 2015.

Weston Armory Locker Room Renovation

WV Army Reserve National Guard CMFO
Jim Skaggs, Project Manager
(304) 561-6550

Project scope included renovation of locker rooms, toilets, and showers (approx. 1000 SF) in a recently decommissioned existing armory facility. Construction completed in late 2015.

Moorefield High School

Hardy County Schools
Dr. Matthew Dotson, Supt.
(304) 530-2348

Project scope included renovation and major additions to an existing facility including construction of new and renovation of old toilets and locker rooms. The 105,863 SF project was completed in 2015.

East Hardy High School

Hardy County Schools
Dr. Matthew Dotson, Supt.
(304) 530-2348

Project scope included renovation and major additions to an existing facility including construction of new and renovation of old toilets and locker rooms. The 94,110 SF project was completed in 2015.

Martinsburg North Middle Renovations and Additions

Berkeley County Schools
Manny P. Arvon, Superintendent
(304) 267-3514

Project scope included renovations and additions to an existing school building including renovations of all toilets and locker rooms. This 74,349 SF project was completed in 2015.

Toilet Renovation Projects (continued)

Webster County Middle / High School

Webster County Schools
Mickel Bonnett, Maint Dir.
(304) 847-5638

Project scope included renovations to the existing high school building including construction of new toilets within existing space. This 18,023 SF project was completed in 2015.

Little Creek Conference Center

City of South Charleston
Carlton Lee, Former City Mgr.
(304) 744-5300

Project scope included renovation of an existing golf course clubhouse into a conference and dining facility including construction of new public toilets. The approximately 7,500 SF project was completed in 2014.

Winfield Elementary Renovations and Additions

Putnam County Schools
John. G. Hudson, Superintendent
(304) 586-0500

Project scope included renovations and additions to an existing school building including renovations of all toilets. This 59,509 SF project was completed in 2014.

Scott-Teays Elementary Renovations and Additions

Putnam County Schools
John. G. Hudson, Superintendent
(304) 586-0500

Project scope included renovations and additions to an existing school building including renovations of all toilets. This 59,509 SF project was completed in 2014.

Poca Elementary / Middle Renovations and Additions

Putnam County Schools
John. G. Hudson Superintendent
(304) 586-0500

Project scope included renovations and additions to an existing school building including renovations of all toilets. This 107,687 SF project was completed in 2013.

Interpretive Center of the Mound

City of South Charleston
Carlton Lee, Former City Mgr.
(304) 744-5300

Project scope included renovation of commercial/retail space into an interpretive museum including construction of new public toilets. Construction completed 2008

Berkeley Springs High School Gymnasium Building Renovations

Morgan County Schools
David Banks, Superintendent
(304) 258-2430

Project scope included renovations to the existing gymnasium building including complete renovations of old toilets and locker rooms. This 35,553 SF project was designed in 2013, but remains unbuilt awaiting funding.

Below: These new student / public toilets at Martinsburg North Middle School were constructed in the location of a former mechanical room.



Tab F

References



WilliamsonShriver**Architects**

References

The following are a list of current clients serving as references for Williamson Shriver Architects. Please feel free to contact any of the following at your convenience.

Robert "Jim" Skaggs, II
Technical Analyst
Div. of Eng. & Fac. - WVARNG
Charleston, WV
(304) 561-6550

Dr. Sara Stankus
Superintendent
Upshur County Schools
Buckhannon, WV
(304) 472-5480

The Honorable
Mayor Frank Mullens
City of South Charleston
South Charleston, WV
(304) 744-5301

Lieutenant Colonel
Ronald Blankenship
former Mayor of Grantsville
Grantsville, WV
(304) 532-1013

Dr. Robin Lewis
Superintendent
Lewis County Schools
Weston, WV
(304) 269-8300

Mr. Virgil White
Fire Chief
City of South Charleston
South Charleston, WV
(304) 744-0079

Dr. Joseph L. Mace
Former Superintendent
Lewis County Schools
Jan Lew, WV
(304) 476-4992

Ms. Rebecca Bowers-Call
Administrative Director
Fred W. Eberle Technical Center
Buckhannon, WV
(304) 472-1259

Mr. Chuck Smith
Executive Director
Kanawha County Schools
Charleston, WV
(304) 348-6148

Mr. Scott Cochran
Superintendent
Webster County Schools
Webster Spring, WV
(304) 847-5638

Tab G

Terms & Conditions



WilliamsonShriver**Architects**

**ADDITIONAL TERMS AND CONDITIONS
(Architectural and Engineering Contracts Only)**

1. PLAN AND DRAWING DISTRIBUTION: All plans and drawings must be completed and available for distribution at least five business days prior to a scheduled pre-bid meeting for the construction or other work related to the plans and drawings.


2. PROJECT ADDENDA REQUIREMENTS: The Architect/Engineer and/or Agency shall be required to abide by the following schedule in issuing construction project addenda. The Architect/Engineer shall prepare any addendum materials for which it is responsible, and a list of all vendors that have obtained drawings and specifications for the project. The Architect/Engineer shall then send a copy of the addendum materials and the list of vendors to the State Agency for which the contract is issued to allow the Agency to make any necessary modifications. The addendum and list shall then be forwarded to the Purchasing Division buyer by the Agency. The Purchasing Division buyer shall send the addendum to all interested vendors and, if necessary, extend the bid opening date. Any addendum should be received by the Purchasing Division at least fourteen (14) days prior to the bid opening date.

3. PRE-BID MEETING RESPONSIBILITIES: The Architect/Engineer shall be available to attend any pre-bid meeting for the construction or other work resulting from the plans, drawings, or specifications prepared by the Architect/Engineer.

4. AIA DOCUMENTS: All construction contracts that will be completed in conjunction with architectural services procured under Chapter 5G of the West Virginia Code will be governed by the attached AIA documents, as amended by the Supplementary Conditions for the State of West Virginia, in addition to the terms and conditions contained herein. The terms and conditions of this document shall prevail over anything contained in the AIA Documents or the Supplementary Conditions.

5. GREEN BUILDINGS MINIMUM ENERGY STANDARDS: In accordance with West Virginia Code § 22-29-4, all new building construction projects of public agencies that have not entered the schematic design phase prior to July 1, 2012, or any building construction project receiving state grant funds and appropriations, including public schools, that have not entered the schematic design phase prior to July 1, 2012, shall be designed and constructed complying with the ICC International Energy Conservation Code, adopted by the State Fire Commission, and the ANSI/ASHRAE/IESNA Standard 90.1-2007: Provided, That if any construction project has a commitment of federal funds to pay for a portion of such project, this provision shall only apply to the extent such standards are consistent with the federal standards.

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.

 , ARCHITECT
(Name, Title)
Greg Martin, Architect
(Printed Name and Title)
717 Bigley Avenue, Charleston WV 25302
(Address)
304-345-1060
(Phone Number) / (Fax Number)
gmartin@wsgarch.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.

Williamson Shriver Architects, Inc.
(Company)

 , ARCHITECT
(Authorized Signature) (Representative Name, Title)

Greg Martin, Architect
(Printed Name and Title of Authorized Representative)

August 17, 2020
(Date)

304-345-1060
(Phone Number) (Fax Number)

Tab H

WV Purchasing Affidavit



WilliamsonShriver**Architects**

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: Williamson Shriver Architect, Inc.

Authorized Signature: _____

Date: Aug. 17, 2020

State of West Virginia

County of Kanawha, to-wit:

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

August, 2020

My Commission expires

February 6, 2023

AFFIX SEAL HERE



OFFICIAL SEAL
STATE OF WEST VIRGINIA
NOTARY PUBLIC
Amanda K Hayslett
PO Box 678
Hurricane, WV 25526
My Commission Expires Feb. 6, 2023

NOTARY PUBLIC

Amanda K. Hayslett

Purchasing Affidavit (Revised 01/19/2018)