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Header 4

List View

General Information | [Contact](#) | [Default Values](#) | [Discount](#) | [Document Information](#) | [Clarification Request](#)

Procurement Folder: 1041207

Procurement Type: Central Contract - Fixed Amt

Vendor ID:

Legal Name: ALPHA ASSOCIATES INC

Alias/DBA:

Total Bid: \$0.00

Response Date:

Response Time:

Responded By User ID:

First Name:

Last Name:

Email:

Phone:

SO Doc Code: CEOI

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Solicitation Description:

Total of Header Attachments: 4

Total of All Attachments: 4



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

**State of West Virginia
 Solicitation Response**

Proc Folder: 1041207
Solicitation Description: Addendum No. 2 EOI: Building 22 Interior Renovations
Proc Type: Central Contract - Fixed Amt

Solicitation Closes	Solicitation Response	Version
2022-06-01 13:30	SR 0211 ESR06012200000007568	1

VENDOR
 000000201753
 ALPHA ASSOCIATES INC

Solicitation Number: CEOI 0211 GSD2200000007
Total Bid: 0
Response Date: 2022-06-01
Response Time: 13:15:27
Comments:

FOR INFORMATION CONTACT THE BUYER
 Melissa Pettrey
 (304) 558-0094
 melissa.k.pettrey@wv.gov

Vendor Signature X **FEIN#** **DATE**

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Building 22 Interior Renovations Design Project				

Comm Code	Manufacturer	Specification	Model #
81100000			

Commodity Line Comments:

Extended Description:

Building 22 Interior Renovations Design Project



EXPRESSION OF INTEREST

ARCHITECTURAL/ENGINEERING SERVICES

BUILDING 22 INTERIOR RENOVATIONS DESIGN PROJECT

CEIO 0211 GSD2200000007

Public Notice Date: May 12, 2022
Submission Date: June 1, 2022



CONTACT

Address

Richard Colebank, President & COO
Alpha Associates, Incorporated
209 Prairie Ave.
Morgantown, WV 26501

Phone & Fax

Phone: 304-296-8216
Fax: 304-296-8216

Online

Email: rick.colebank@thinkALPHAfirst.com

Website: www.thinkALPHAfirst.com

TABLE OF CONTENTS.

SECTION A

GENERAL FIRM INFORMATION

A.1 LETTER OF INTEREST	1-2
A.2 FIRM PROFILE	03
A.3 STATEMENT OF QUALIFICATIONS	04

SECTION B

TECHNICAL EXPERTISE

B.1 STAFFING PLAN	05
B.2 TEAM ORGANIZATION	06
B.3 SCHEDULE & BUDGET	07
B.4 CAPACITY & SOFTWARE	08

SECTION C

MANAGEMENT AND STAFFING CAPABILITIES	09-15
--------------------------------------	-------

SECTION D

PROJECT EXPERIENCE	16-20
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APPENDIX

LICENSES & CERTIFICATIONS	21-27
REFERENCES	28

WELCOME TO ALPHA ASSOCIATES, INC.

FIRM PROFILE

Contract Role: Prime

Architect & Engineer

Address

209 Prairie Ave
Morgantown, West Virginia 26501

535 West King Street
Martinsburg, West Virginia 25401

Number of Employees

21

Principals

Richard A. Colebank, PE, PS; President & COO
Richard W. Klein, PE, PS; Chairman & CEO
Charles B. Luttrell, PE; Senior Principal
Charles B. Branch, PE; Senior Principal
Matthew T. Echard, PE; Principal

Services

Architectural Design
Civil Engineering
Structural Engineering
Surveying
Interior Design
Landscape Architecture



STATEMENT OF QUALIFICATIONS.

Alpha Associates, Incorporated is a West Virginia-based architectural and engineering design firm that provides services in the areas of architectural design, interior design, construction administration, civil engineering, structural engineering, landscape design, project management, and surveying. Our clients benefit from our unique combination of extensive design and construction experience, advanced technological tools, dedicated principals, and highly skilled staff members.

Since 1969, Alpha has had provided architectural and engineering design services for clients throughout the state of West Virginia. We have worked with many organizations as well as local, state and federal governments on numerous building projects, including additions, renovations and new construction. Our work is diverse and includes clients in historical renovations, commercial, educational and governmental facilities, developers and private organizations. In this proposal, you will find examples that showcase the Alpha Team's exceptional project experience on similar type facilities.

Alpha has the knowledge and understanding in design and construction to complete this project seamlessly from the initial project inspections to the development of plans. The Alpha team will be your expert for this project.

Alpha's philosophy has always been to provide exemplary services for fair fees. We have always believed that the best way to succeed as a business is to go above and beyond the basic requirements of our contracts and do everything necessary to successfully complete the given project. What is best for the client is inevitably best for us too.

Everyone at Alpha, from the President to the administrative staff, all work towards the goal of completing successful projects. Our principals are involved with projects from the earliest stages right through final completion and beyond. They will consistently update you on your project by using effective communication tools to manage the projects and all the involved parties. Our skilled staff of twenty-one (21) architects, engineers, surveyors and administrative personnel all work diligently towards producing drawings and specifications that will deliver our clients successful projects, completed on time and within budget.

Alpha has thrived for over 52 years because we are a professional organization dedicated to providing superior architectural and engineering design services to our clients. While our staff is large enough to handle any size project, we are also small enough to give each and every one of our projects the individual attention to detail that will make them successful projects for our clients.

THINK ALPHA FIRST.

STAFF PLANNING

TO BE ASSIGNED TO YOUR PROJECT.

All work to be performed for the Building 22 Interior Renovations Design Project will be managed out of Alpha's Morgantown office. In addition to your dedicated Project Team, Alpha's staff of 21 includes engineers, architects, architectural designers, technicians, and support staff that are available to assist with any potential project needs.



Richard A. Colebank
PE, PS
Principal in Charge



Rebecca J. Key
AIA, LEED-AP
Project Architect



Charles Luttrell
PE, Senior Principal
Structural Engineer



Charles B. Branch
PE, Senior Pricipal
Civil Engineer



Matthew T. Echard
PE, Principal
Structural Engineer

MEET THE ALPHA TEAM.

MANAGERS

Richard W. Klein
PE, PS
Chairman & CEO

Richard A. Colebank
PE, PS
President & COO

ARCHITECTURE

Rebecca Key
AIA-LEED-AP
Director of
Architecture

Casey Smith
AIA Assoc.
Architectural Designer

Todd Lewis
AIA Assoc.
Architectural Technician

Alex Haill
Construction
Administration

CIVIL ENGINEERING

Charles Branch
PE, Senior Principal
Senior Civil Engineer

Bradley Casdorff
PE, PS
Civil Engineer

Tom Simpson
PE
Civil Engineer

David Costello Jr.
PS
Manager of Surveying

Julie Frazee
Engineering Technician

Terry Higgins
Field Representative

Kevin McClung
Engineering Technician

Barbara Kerns
Survey Crew

Tyler Collins
Survey Crew

STRUCTURAL ENGINEERING

Charles Luttrell
PE, Senior Principal
Senior Structural Engineer

Matthew Echard
PE, Principal
Structural Engineer

Cody Antoon
Engineering Technician

OFFICE ADMINISTRATION

Heather Fox
Business Manager

Hailey Hill
Marketing Coordinator

Kim Coomler
Administrative Assistant

SCHEDULE AND BUDGET.

Alpha Associates, Incorporated has an excellent track record of producing projects on time and within the Owner's budget. Many A/E firms can claim the same successes, but the determining factor is the tools the firms utilize to achieve the budgets, both in regard to funds and time. Alpha utilizes a number of tools, both traditional and modern to exceed our clients' expectations.

A project schedule is a dynamic, ever changing entity. Your project schedule depends on many factors including:

- Preferred construction method
- Changes to project scope
- Unique construction elements

The Alpha Team has an excellent track record of meeting project deadlines. Alpha recently completed construction on a project in Morgantown that went from design to completion in just over 12 months. This project was completed for a private developer and had a construction cost in excess of \$20 million.

Successful project management depends upon consensus regarding work efforts, milestones and goals. The team has found the development of detailed work plans, which delineate tasks and deliverables for each project phase, in concert with the client and full project team, is the most effective means of establishing expectations about efforts required by the respective disciplines. In addition to guiding the efforts of the design team, The work plan sets forth specific time frames and decision points for Owner and user reviews, comments and approvals.

Developing an overall project schedule is a critical task that must take into account many factors: building type, owner's desire for occupancy, scope of work and level of documentation, whether contract(s) is bid or negotiated, available fee, and prior experiences on similar projects. Once the design process begins, a very detailed, realistic project schedule can be developed and communicated to all involved.

In a world where "time is money", the schedule of a project is almost as important as controlling the cost. Alpha works diligently to control the budget of a project. The best way to control the cost of a project is to avoid the "scope creep" that can occur.

Alpha's in house cost estimators, combined with an excellent relationship with contractors throughout the area, will provide the client with the most accurate estimates early in the design process. The Alpha estimators begin at the schematic design phase of the project and develop a line item estimate of probable construction costs that can be carried through each of the project phases. At each phase the project estimate is updated to include a more detailed estimate in order that the accuracy can be enhanced. During these updated estimates, specific increases or decreases can be identified allowing the owner to make informed decisions moving forward on important budget issues for the project.

Many projects employ the use of alternatives to control the budget through obtaining actual contractor pricing during the bid process. This allows flexibility for the owner in determining the costs of portions of the project that may be optional and critical for budget control.

CAPACITY AND SOFTWARE.

OUR CAPABILITIES

Alpha Associates, Incorporated is prepared to commit staff and resources to the West Virginia Division of Natural Resources. Alpha has the qualified and experienced personnel, administrative support, along with the production equipment and resources to ensure the successful completion of this project. We are confident in our ability to provide the WVDNR with a committed and dependable design team. Our multidisciplinary design team is prepared to meet and exceed the expectations of the State by committing any resources necessary to meet the project schedule.

USING THE LATEST SOFTWARE

The project team incorporates the latest computer and software capabilities required to complete the working drawings and specifications for this project. Our cost accounting system is top-of-the-line and we have the ability to differentiate fees according to task. We have secure e-mail and internet capability to allow efficient transfer of information between Alpha and the client. We currently have the latest editions of the following software:

- AutoCAD 22
 - REVIT (Editions up to 2022)
 - Civil 3D
 - RISA 3D
 - RISA Floor
 - RISA Foundation
 - MathCAD
 - DJI Phantom 4 RTK Drone
 - Autodesk Suite
 - Enercalc
 - AutoTURN
 - TopCon GR5 GPS System
 - TopCon Total Station with Reflectorless Capabilities
 - Carlson Surveyor & Data Collector
-



RICHARD A. COLEBANK

PE, PS; PRESIDENT & COO

☎ 304-296-8216 | 800-640-8216

✉ rick.colebank@thinkalphafirst.com

EMPLOYMENT HISTORY

1985-Current | Alpha Associates, Inc.

1983-1985 | Charles Townes & Associates, P.C.

1983 | US Army Corps of Engineers

EDUCATION

West Virginia University
Masters of Business Administration; 1999
Bachelor- Civil Engineering; 1982

QUALIFICATIONS

License: Professional Engineer: West Virginia, Maryland, Pennsylvania, Virginia

Professional Surveyor: West Virginia

Certified Private Pilot

AFFILIATIONS

Former NSPE/PEPP Governor of WV

American Red Cross- State Board

University High School Foundation; Charter Member; President

Morgantown Area Chamber of Commerce; Past Chairman

WVU College of Civil and Environmental Engineering Visiting Committee

WVU College of Business and Economics MBA Advisory Committee

SUMMARY

Mr. Colebank is President and Chief Operating Officer at Alpha. He has been with Alpha Associates, Inc. since 1985. He began his career with Alpha as a staff engineer and progressed through the ranks from Project Manager to his current position. Mr. Colebank has worked with diverse clients such as WVU, City of Morgantown, WVDOH, WVU Foundation, and the Morgantown Municipal Airport, as well as numerous other public and private clients. Since 1988, Mr. Colebank has been the Principal-In-Charge of the Civil Engineering projects developed by Alpha. In his current capacity, Mr. Colebank provides financial and administrative guidance for the day to day operations of the company while continuing to manage projects.

PROFILE

Broad-based responsibilities in the following areas:

- Project Management
- Business Operations and Financial Management
- Quality Assurance/Quality Control
- Civil Engineering Project Management and Design
- New Business Development
- Expert Testimony and Investigation

PROFESSIONAL HIGHLIGHTS

Project Principal:

- Morgantown Municipal Airport Access Road; Morgantown, WV
- Mon General Access Road; Morgantown, WV
- WVU Reedsville Farm Redevelopment; Reedsville, WV
- Monongalia General Hospital Access Road; Morgantown, WV
- WVDOH Martinsburg Train Station Corridor Streetscape; Martinsburg, WV
- WV State Office Building; Parkersburg, WV
- College of Physical Activity & Sports Science; Morgantown, WV
- WVDOH Open End Engineering Contract; WV
- WVDOH Deckers Creek Pedestrian Bridge; Morgantown, WV
- Clarksburg State Office Building; Clarksburg, WV
- Jane Lew Truck Stop; Jane Lew, WV
- Grant County Bank Addition & Renovation; Petersburg, WV
- South Berkeley Fire Station; Inwood, WV



CHARLES B. BRANCH

PE; SENIOR PRINCIPAL & CIVIL ENGINEER

☎ 304-296-8216 | 800-640-8216

✉ chuck.branch@thinkalphafirst.com

EMPLOYMENT HISTORY

1992-Current | Alpha Associates, Inc.

1988-1992 | Reimer, Muegge, & Associates, Inc.

EDUCATION

West Virginia University
Bachelor- Civil Engineering; 2000

Fairmont State College
Bachelor- Architectural Engineering
Technology; 1988

QUALIFICATIONS

License: Professional Engineer;
West Virginia

AFFILIATIONS

WV Society of Professional Engineers
National Society of Professional Engineers

SUMMARY

As Chief Engineer for site development and planning projects, Mr. Branch is a vital part of the design process at Alpha. His involvement spans from strictly civil engineering projects, to the design of large scale educational projects and medical facilities. Mr. Branch acts as peer review for young engineers in the firm on issues ranging from storm water management to site design. Mr. Branch is also involved in commercial and residential development design, roadway and bridge design and utilities layout.

PROFILE

Broad-based responsibilities in the following areas:

- Highway Design
- Municipal Engineering
- Wastewater Collection
- Storm Sewer System Design
- Storm Water Management
- Site Engineering
- Project Management

PROFESSIONAL HIGHLIGHTS

Civil Engineer/Project Manager:

- Jane Lew Truck Stop; Jane Lew, WV
- Clarksburg State Office Building; Clarksburg, WV
- WVU Reedsville Farm Redevelopment; Morgantown, WV
- Freedom Automotive Group Dealerships; Morgantown, WV
- Freedom Kia; Clarksburg, WV
- WVU Parking Lot 81 Renovations; Morgantown, WV
- WVU Doll's Run Burn Room; Morgantown, WV
- WVU Alumni Center Parking Lot; Morgantown, WV
- WVU Alumni Center Storm Water Management; Morgantown, WV
- WVU Health Sciences Center Eastern Division; Martinsburg, WV
- WVDOH Martinsburg Train Station Corridor Streetscape; Martinsburg, WV
- WVDOH I-77 Welcome Center; Williamstown, WV
- WV Medal of Honor Recipients Plaza; Hazleton, WV
- Lewis County High School Bridge; Weston, WV
- Wyoming County Route 10 Relocation; Wyoming County, WV
- Fairmont Federal Credit Union; Bridgeport, WV
- Queen St Underpass; Martinsburg, WV
- Martinsburg Little League Fields; Martinsburg, WV



BRADLEY CASDORPH

PE,PS; CIVIL ENGINEER

☎ 304-296-8216 | 800-640-8216

✉ brad.casdorph@thinkalphafirst.com

EMPLOYMENT HISTORY

2004-Current | Alpha Associates, Inc.
1979-2004 | Triad Engineering, Inc.

EDUCATION

West Virginia University
Masters- Soil Conditions and
Foundation Design; 1982
Bachelor- Civil Engineering; 1979

QUALIFICATIONS

License: Professional Engineer: West Virginia
Professional Surveyor: West Virginia
Certified Private Pilot
Certified FAA Part 107 Remote Pilot

AFFILIATIONS

WV Society of Professional Engineers
National Society of Professional Engineers
WVSPS- Mountain Regional Chapter; President
Aircraft Owners and Pilots Association; Member

SUMMARY

Mr. Casdorff joined the Alpha Associates, Inc. team in 2004 and currently works as a project engineer in the Morgantown office. He has 36 years of professional experience with roadway design, storm sewer design, airport airside renovation and design, storm water management including conveyance and detention, environmental permitting, project administration supervision and inspection, as well as boundary and construction surveying.

PROFILE

Broad-based responsibilities in the following areas:

- Airport Planning and Design
- Highway Design
- Hydraulic and Hydrology Studies
- Site Plan Development
- Land Surveying , including the use of Aerial Drone Technology

PROFESSIONAL HIGHLIGHTS

Civil Engineering:

- WVDOH Arnettsville Bridge Replacement; Monongalia County, WV
- WV DOH Open Engineering Open End Contract; WV
- WVDOH Deckers Creek Pedestrian Bridge; Morgantown, WV
- Freedom Automotive Three Dealerships; Morgantown, WV
- Freedom Kia Clarksburg; Clarksburg, WV
- Morgantown Municipal Airport Access Road; Morgantown, WV
- Mon General Hospital Access Road; Morgantown, WV
- WVU - Lot 81 Parking Area Improvements; Morgantown, WV
- McKee Crossing - 120 Acre Subdivision; Martinsburg, WV
- WVU Reedsville Farm Redevelopment; Reedsville, WV
- Mon General Hospital - East Parking Area; Morgantown, WV
- Jane Lew Truck Stop; Jane Lew, WV
- Point Marion Borough; Point Marion, PA
- Clarksburg State Office Building; Clarksburg, WV
- WVU College of Physical Activity & Sports Sciences; Morgantown, WV
- VA Parking Lot SWM; Shepherdstown, WV
- Arcland RV Parking Lot SWM; Charles Town, WV

Surveying:

- WVDOH Arnettsville Bridge Replacement; Monongalia County, WV
- Morgantown Municipal Airport Access Road; Morgantown, WV
- Mon General Hospital Access Road; Morgantown, WV
- Freedom Automotive Three Dealerships; Morgantown, WV
- Freedom Kia Clarksburg; Clarksburg, WV



CHARLES B. LUTTRELL

PE; SR. PRINCIPAL & STRUCTURAL ENGINEER

☎ 304-296-8216 | 800-640-8216

✉ charlie.luttrell@thinkalphafirst.com

EMPLOYMENT HISTORY

1996-Current | Alpha Associates, Inc.
1995-1996 | Larry D. Luttrell, PE, PhD
1991-1994 | West Virginia University
1990-1991 | WVU Constructed Facilities Center

EDUCATION

West Virginia University
Masters- Structural Engineering; 1995
Bachelor- Civil Engineering; 1993

QUALIFICATIONS

License: Professional Engineer: West Virginia,
Pennsylvania

AFFILIATIONS

WV Society of Professional Engineers
National Society of Professional Engineers
Chi Epsilon; Member
American Concrete Institute; Member

RESEARCH EXPERIENCE

Cold Formed Steel Deck Research
Fastener Failures
Edge Conditions/Failures
Buttressed Overlap Shear Failures

Composite Cold Formed Steel and
Concrete Deck
Line Load Behavior/Failures
Concentrated Load Behavior/Failures
Web Crippling
Punch Failures

SUMMARY

Mr. Luttrell has worked with Alpha Associates, Inc. since 1996. He is the chief structural engineer on all projects at Alpha. Before coming to Alpha, Mr. Luttrell's graduate work resulted in several contributions to the cold-formed steel deck industry. His new method of analysis for non-uniform loads on composite concrete and cold formed steel decks has been made a permanent part of the Steel Deck Institute's design manual. Mr. Luttrell also worked on projects that involved pre-stressed timber bridge research with WVU Constructed Facilities Center. Since coming to Alpha, Mr. Luttrell has had significant involvement in the effort to begin utilizing modern composite materials in practical bridge applications.

PROFILE

Broad-based responsibilities in the following areas:

- Project Management
- Business Operations and Financial Management
- Quality Assurance/Quality Control
- Civil Engineering Project Management and Design
- New Business Development
- Expert Testimony and Investigation

PROFESSIONAL HIGHLIGHTS

Structural Engineer:
Freedom Automotive Group 3 Dealerships; Morgantown, WV
Hazel Ruby McQuain Equine Education & Resource Center; WVU
WVDOH Arnettsville Replacement Bridge; Morgantown, WV
Clarksburg State Office Building; Clarksburg, WV
Grant County Bank Addition & Renovation; Petersburg, WV
South Berkeley Fire Station; Inwood, WV
Alumni Center Structural Framing and Foundation; WVU
Engineering Science Building, East Wing Addition; WVU
Hazel Ruby McQuain Amphitheater Roof; Morgantown, WV
Shepherd University Pedestrian Underpass; Shepherdstown, WV
Washington High School; Charles Town, WV
WVU Coliseum Structural Inspection; Morgantown, WV
Alderson Broaddus College, Rex Pyles Arena Deck; Phillipi, WV
Monongalia County Sheriff's Building; Morgantown, WV
South High Street Bridge; Morgantown, WV
Ices Ferry Bridge; Morgantown, WV
Matthews Foundry Structural Evaluation; Martinsburg, WV
Martinsburg Little League Fields; Martinsburg, WV
Martinsburg WWTP; Martinsburg, WV
Queen St. Underpass; Martinsburg, WV
Winchester & Western RR Rt. 11 Bridge; Martinsburg, WV



MATTHEW T. ECHARD

PE; PRINCIPAL & STRUCTURAL ENGINEER

☎ 304-296-8216 | 800-640-8216

✉ matthew.echard@thinkalphafirst.com

EMPLOYMENT HISTORY

2016-Current | Alpha Associates, Inc.
2010-2015 | Echard ingenieurBüro
2006-2009 | Buro Happold Consulting Engineers
2003-2006 | RISA Technologies, Inc.
2000-2003 | Zaldastani Associates, Inc.

EDUCATION

Massachusetts Institute of Technology
Masters- Engineering & Environmental
Mechanics, 2002

West Virginia University
Bachelors of Science- Civil Engineering,
2000

QUALIFICATIONS

License: Professional Engineer:
West Virginia, California

California OES SAP Evaluator

AFFILIATIONS

American Concrete Institute (ACI)
American Institute of Steel Construction (AISC)
American Society of Civil Engineers (ASCE)
American Wood Council (AWC)

PUBLICATIONS

Echard, M. and Tonis, D. Convergent Design
Methodology for Bio-Science Labs:
Architectonic and Performative Structural
Considerations Using the Geilinger Composite
Column Solution. Proceedings of ICSA2010-
First International Conference on Structures
and Architecture Guimaraes, Portugal, July
2010, Taylor & Francis.

Echard, M. Structural Analysis and Design
Within a BIM Framework. EASEC 10- East Asia
Structural Conference, Bangkok, Thailand,
August 2006.

SUMMARY

Mr. Echard joined Alpha Associates, Inc. in early 2016 with a strong belief that his clients deserve intelligent, performance-based and value-oriented solutions. Drawing on experience working across in the United States, Europe, and the Middle-East, Mr. Echard returned to West Virginia to provide world-class service in a historically underserved region while making positive contributions to the future growth of his home state. Mr. Echard places a large value on the collaborative work process, believing that a building's form and function are derived from many contexts. Mr. Echard's office is located in the corporate office in Morgantown, WV.

PROFILE

Broad-based responsibilities in the following areas:

- Structural Engineering
- Structural Forensics
- Project Management

PROFESSIONAL HIGHLIGHTS

Project Manager & Structural Engineer:

- Westover Goodwill Structural Design; Morgantown, WV
- Weyerhaeuser Roof Evaluation; Heaters, WV
- Los Mariachis UTC; Morgantown, WV
- WVU Creative Arts Center Performance Access; Morgantown, WV
- WVU Mountain Lair Grid Iron Assessment; Morgantown, WV
- Martinsburg Queen Street Underpass; Martinsburg, WV
- Charles Town Water Plant Clearwell Emergency Repair; Charles Town, WV



REBECCA KEY

AIA, LEED-AP; DIRECTOR OF ARCHITECTURE

☎ 304-296-8216 | 800-640-8216

✉ rebecca.key@thinkalphafirst.com

EMPLOYMENT HISTORY

2000-Current | Alpha Associates, Inc.

1983-1999 | Alexander Key and Associates

1978-1983 | Webster Clothes;
Director of Store Planning

EDUCATION

University of Maryland
Bachelor of Architecture; 1977

Maryland Institute College of Art
Coursework in Furniture Design; 1986-1987

QUALIFICATIONS

License: Registered Architect: Maryland,
New York, Pennsylvania, Virginia,
Washington DC, West Virginia

NCIDQ Certified (Interior Design)
Leadership in Energy and Environmental
Design Accredited Professional

Meet Standards of Secretary of the
Interior for Historic Architecture

AFFILIATIONS

American Institute of Architects

West Virginia Society of Architects

Fairmont, WV ICC Board of Appeal;
Board Member

U.S. Green Building Council

AIA Liveable Communities

Leadership Kanawha Valley
Class of 2014

SUMMARY

Ms. Key has worked in the architectural field for over 35 years. She serves as Project Architect/Project Manager for numerous architectural designs at Alpha Associates, Inc. Ms. Key is involved from the programmatic stages and schematic designs all the way through construction documents to construction administration. Having been with Alpha since 2000, Ms. Key has provided design services on numerous projects that have contributed to the ever-growing skyline of Morgantown, Charleston, Bridgeport, and other areas around the state.

PROFILE

Broad-based responsibilities in the following areas:

- Architectural Design
- Interior Design and Space Planning
- Feasibility Studies
- Water Infiltration Analysis
- Historic Renovation
- Project Management

PROFESSIONAL HIGHLIGHTS

Education:

- Ridgedale Elementary; Morgantown, WV
- Mountaineer Middle School; Morgantown, WV
- Pineville Elementary; Pineville, WV
- Washington High School; Chares Town, WV

Historic Renovations:

- Cass Scenic Railroad- Clubhouse Renovation; Cass, WV
- Berkeley Springs Bathhouse; Berkeley Springs, WV
- Hawks Nest State Park Picnic Pavillion; Anstead, WV
- Hawks Nest State Park CCC Museum; Anstead, WV

Recreation:

- Ruby McQuain Amphitheater; Morgantown, WV
- North Fork Hughes River State Park; Ritchie County, WV

Dormitory and Multi-Family

- Fairmont State University Prichard Hall Renovation; Fairmont, WV
- WVU Boreman Hall; Morgantown, WV
- Augusta Apartment Building; Morgantown, WV
- Grand Central Apartments

Municipal & State Government

- WV State Office Building; Clarksburg, WV
- Mon County Family Court Renovation; Morgantown, WV
- Mon County Sheriff's Department; Morgantown, WV
- White Hall Municipal Building; White Hall, WV
- WV State Office Building; Parkersburg, WV



EMPLOYMENT HISTORY

2016-Current | Alpha Associates, Inc.

2014-2016 | MSES Architects

2011-2014 | Blackwood Associates

2007-2009 | Vandalia Heritage Foundation

EDUCATION

Boston Architectural College
Master of Architecture

Fairmont State University
Bachelor- Architecture
2009

CASEY SMITH

AIA ASSOC.; ARCHITECTURAL DESIGNER

☎ 304-296-8216 | 800-640-8216

✉ casey.smith@thinkalphafirst.com

SUMMARY

Mr. Smith has been employed with Alpha Associates, Inc since 2016. He has worked on several architectural projects including multi-million dollar projects and public sector clients. Mr. Smith came to Alpha with an impressive background in educational, commercial, and local government facilities. He has offered assistance in project management, using his background to further improve the quality of each project he is involved with. Mr. Smith has been an incredible asset to Alpha Associates and proves to be an asset in each of his projects.

PROFILE

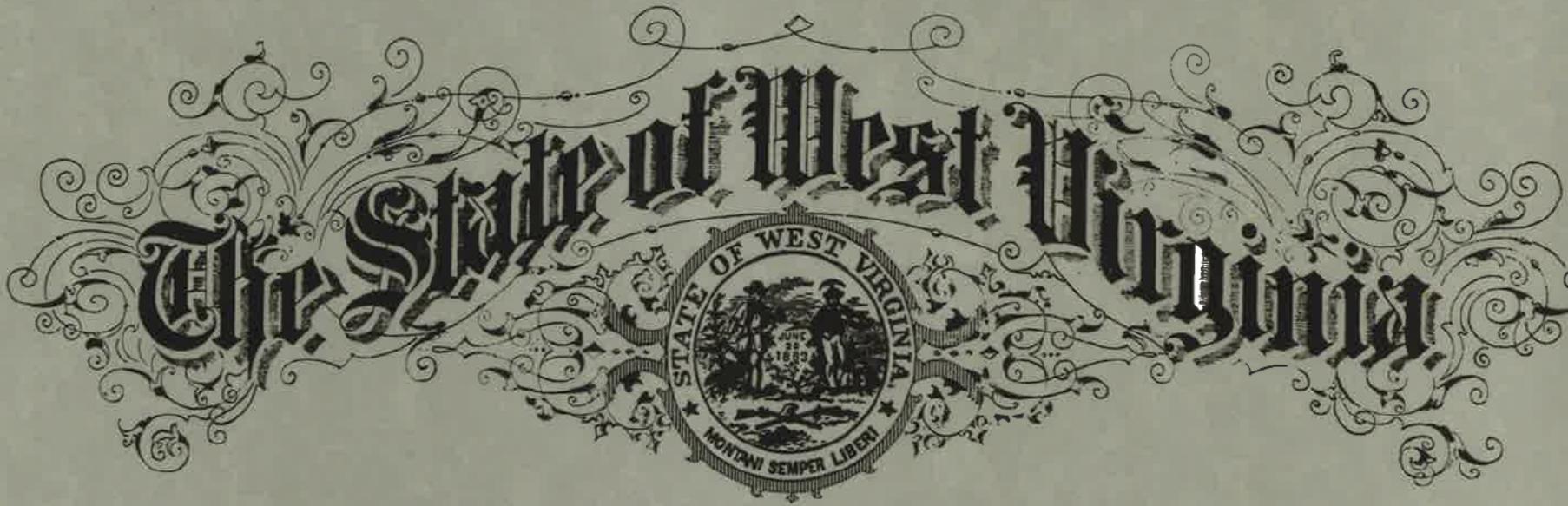
Broad-based responsibilities in the following areas:

- Architectural/Structural Construction Drawings
- Construction Administration
- Project Management Assistance

PROFESSIONAL HIGHLIGHTS

Construction Administration Projects:

- Cacapon State Park Lodge Renovation
- Los Mariachis New Restuarant; Morgantown, WV
- Freedom Ford Automotive Dealerships; Granville, WV
- Elkins Fordland; Elkins, WV
- Federal Group GSA VA Tenant Improvement Project
- Point Marion ADA Deck; Point Marion, PA
- Los Mariachis Renovation; Morgantown, WV
- WVU Hazel Ruby McQuain Education & Resource Center; Reedsville, WV
- Martinsburg Queen St. Underpass; Martinsburg, WV



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come, Greeting.

Know Ye That The State Board of Registration for Professional Engineers, of the State of West Virginia, reposing special confidence in the Intelligence, Integrity, and Discretion, of

Richard A. Colebank

DOES, IN PURSUANCE OF AUTHORITY VESTED IN IT

by law, hereby certify that he, having submitted satisfactory evidence, of his ability and experience, is a

REGISTERED PROFESSIONAL ENGINEER

Registration Number [Redacted]

To Hold and use such title, in the practice of his profession, subject to the conditions prescribed by law.



Given under the hand and the Seal of the Board at the Capitol in the City of Charleston, this 23rd day of Feb. in the year of our Lord One Thousand Nine Hundred and Eighty-Eight and of the State, the One Hundred Twenty-Fourth.

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

Frank Gaddy

Secretary: Kenneth H. Means

By: Monro P. Jickel President: Robert B. Scott



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come, Greeting

Know Ye That The State Board of Registration for Professional Engineers, of the State of West Virginia, reposing special confidence in the Intelligence, Integrity, and Discretion of

Charles B. Branch

DOES, IN PURSUANCE OF AUTHORITY VESTED IN IT

by law, hereby certify, that he, having submitted satisfactory evidence, of his ability and experience, is a

REGISTERED PROFESSIONAL ENGINEER

Registration Number [Redacted]

To Hold and use such title, in the practice of his profession, subject to the conditions prescribed by law.



Given under the hand and the Seal of the Board at the Capitol in the City of Charleston, this 18th day of February in the year of our Lord 2002 and of the State the One Hundred Thirty-Eighth

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

[Signature]

By Frank D. Goddy

[Signature]

[Signature]

[Signature]



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come Greeting
"Know Ye" That The State Board of Registration for Professional Engineers
of the State of West Virginia, reposing special confidence in
the Intelligence, Integrity and Discretion of

Bradley H. Casdorff

DOES IN PURSUANCE OF AUTHORITY VESTED IN IT
by law hereby certify that he having submitted
satisfactory evidence of his ability and experience is a

REGISTERED PROFESSIONAL ENGINEER

Registration Number [REDACTED]

"To Hold" and use such title in the practice of his profession,
subject to the conditions prescribed by law.



Given under the hand of the
Seal of the Board at the Capitol in the
City of Charleston,
This 29th day of December
in the year of our Lord 2005
and of the State
the One Hundred Forty-Second

Members of the Board

Leonard J. Thomas, Jr. Richard E. Dlyns
Bhajan S. Shuja William E. Viersen



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come, Greeting.

Know Ye That The State Board of Registration for Professional Engineers, of the State of West Virginia, reposing special confidence in the Intelligence, Integrity and Discretion of

Charles B. Luttrell

DOES, IN PURSUANCE OF AUTHORITY VESTED IN IT

by law, hereby certify that he, having submitted satisfactory evidence of his ability and experience, is a

REGISTERED PROFESSIONAL ENGINEER

Registration Number [redacted]

To Hold and use such title in the practice of his profession, subject to the conditions prescribed by law.



Given under the hand and the Seal of the Board at the Capitol in the City of Charleston, this 28th day of July in the year of our Lord One Thousand Nine Hundred and Ninety-nine and of the State the One Hundred Thirty-sixth.

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

Handwritten signatures: [unclear], Frank H. Huddy, [unclear], [unclear]



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

To all to whom these presents shall come Greeting
"Know Ye" That The State Board of Registration for Professional Engineers
of the State of West Virginia, reposing special confidence in
the Intelligence, Integrity and Discretion of

Matthew T. Echard

DOES IN PURSUANCE OF AUTHORITY VESTED IN IT

by law hereby certify that he having submitted
satisfactory evidence of his ability and experience is a

REGISTERED PROFESSIONAL ENGINEER

Registration Number [REDACTED]

"To Hold" and use such title in the practice of his profession,
subject to the conditions prescribed by law.



Given under the hand of the
Seal of the Board at the Capitol in the
City of Charleston,
This 17th day of August
in the year of our Lord 2012
and of the State
the One Hundred Forty-Ninth

Members of the Board

Loren D. Thomas, Jr.

Richard E. Dlyna

Bhajan S. Saha

William E. Pierson

[Signature]

The Board of Architects



of West Virginia.

No. [REDACTED]

This Certifies that Rebecca Jean Key of Baltimore
in the State of Maryland, having successfully passed an examination
before the Board of Architects of the State of West Virginia, and being
otherwise qualified, is hereby authorized to practice Architecture in all its
branches in the State of West Virginia.



Witness the signatures of the President, and Secretary, of the Board of
Architects of West Virginia, and the seal of said Board, this 26th
day of September 1994

Will E. [Signature] President.
E. [Signature] Secretary.

CERTIFICATE OF *Authorization*

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

*The West Virginia State Board of Registration for Professional Engineers
having verified the person in responsible charge is registered in
West Virginia as a professional engineer for the noted firm, hereby certifies*

ALPHA ASSOCIATES, INC.

C00012-00

Engineer in Responsible Charge: RICHARD A. COLEBANK - WV PE 010346

*has complied with section §30-13-17 of the West Virginia Code governing
the issuance of a Certificate of Authorization. The Board hereby notifies you of its
certification with issuance of this Certification of Authorization for the period of:*

January 1, 2020 - December 31, 2021

providing for the practice of engineering services in the State of West Virginia.

IF YOU ARE REQUIRED TO REGISTER WITH THE SECRETARY OF STATE'S OFFICE,
PLEASE SUBMIT THIS CERTIFICATE WITH YOUR APPLICATION.



IN TESTIMONY WHEREOF, THE WEST VIRGINIA STATE BOARD OF
REGISTRATION FOR PROFESSIONAL ENGINEERS HAS ISSUED THIS COA
UNDER ITS SEAL, AND SIGNED BY THE PRESIDENT OF SAID BOARD.

BOARD PRESIDENT

WV STATE OFFICE BUILDING

Clarksburg, WV; 2016

Private offices were provided with a variety of types of storage. This included hanging storage and portable file storage. The case good furnishings were coordinated to match with other hardwoods in the building.

A pre-manufactured rolling file system was placed on the second floor for one of the government agencies. This filing system allowed for efficient use of the space and gave the agency more filing space to fulfill their needs. Due to the weight, the floor guide rails were installed with other supportive steel structure during construction.

In the 4th floor large conference room, tables and chairs on casters were provided. This allowed for additional functionality of the space depending on the needs of the user. In addition, the table tops matched other hardwoods in the building, and the legs of the furniture coordinated with the color palette of the room.

At a Glance:

CLIENT: State of West Virginia

LOCATION: Clarksburg, WV

COMPLETION DATE: 2016

SIZE: 88,491 Square Feet

CONSTRUCTION COST: \$24.9 Million

Project Contact:

Robert Krause

1900 Kanawha Blvd, East

Charleston, WV

301-558-2317



CLARKSBURG STATE OFFICE BUILDING

Clarksburg, WV; 2016

Alpha Associates, Incorporated provide architectural design, civil and structural engineering and surveying services for a new state office building in Clarksburg, WV.

Designed to complement the historic character of downtown Clarksburg, WV, the five story building sits on a 2.1 acre site. The sloping site created an opportunity for a public entrance on the main level, and a staff entrance on the lowest level. Six public facing State agencies were designated to occupy the building, including the Department of Motor Vehicles and WV Workforce.

The exterior building envelope consists of oversized red brick and structural clay tile that mimics sandstone in an ashlar pattern. Energy efficient systems, including the use of a revolving door, were created and constructed for the building envelope and interior spaces. Elevators, public restrooms, and other secondary spaces were located in the central core, creating an efficient floor plate.

At a Glance:

CLIENT: State of West Virginia
LOCATION: Clarksburg, WV
COMPLETION DATE: 2016
SIZE: Bldg: 88,491 Square Feet
CONSTRUCTION COST: \$24.9 Million

Project Contact:

William Barry
1900 Kanawha Blvd. East
Charleston, WV 25305
304-957-7188



MONONGALIA COUNTY SHERIFF BUILDING FURNISHINGS & CASEWORK

Morgantown, WV; 2011

The mail custom mail slots were designed based upon the size and quantity of material being distributed to personnel. This included varying sizes of slots. It also featured access from either side for ease of distribution.

The customized reception area included built-in counters and drawer boxes. The overhead unit was customized to include tackboard and specific areas for office forms.

The typical workspace for a sheriff deputy utilized manufactured, modular office furniture. Each area was outfitted with file boxes, an overhead storage unit, tackboard, and bookshelves. The space was to be largely used as a workspace to process end-of-shift paperwork.

At a Glance:

CLIENT: Mon County Commission
LOCATION: Morgantown, WV
COMPLETION DATE: 2011
SIZE: 31,655 Square Feet
CONSTRUCTION COST: \$7.9 Million

Project Contact:

Sheriff Al Kisner
116 Walnut Street
Morgantown, WV 26505
301-291-7290



VA WEST VIRGINIA OI&T FACILITY

Sheperdstown, WV; 2015

A former conference center was reconfigured to serve as the VA OI&T facility.

Large open office spaces, conference rooms, enclosed offices, a break area, storage rooms, and IT areas were all created to allow for a comfortable area for the tenant.

Enclosed offices and conference rooms were provided with ample light and a feeling of openness by using glass wall systems with integrated sliding glass doors.

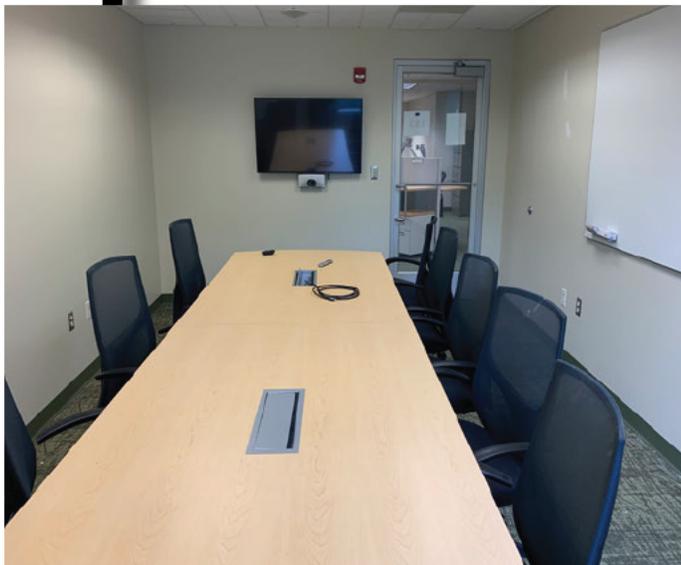
The finished space allows for a large staff to be accommodated in an area that provides more ease of movement from one space to another while also being fully secured from unauthorized access.

At a Glance:

CLIENT: The Federal Group
LOCATION: Sheperdstown, WV
COMPLETION DATE: 2019
SIZE: 14,825 Square Feet
CONSTRUCTION COST: Private

At a Glance:

Mr. Ken Lowe
233 Lowe Drive
Shepherdstown, WV 25443
304-870-7001



HEAR FROM OUR CLIENTS.



J. Paul Walden
West Virginia University

Alpha Associates have a proven record of customer satisfaction and successful client delivery with our organization. We would be confident in our recommendation in support of Alpha.



Robert Hammel
Former Director
Morgantown Municipal Airport

Every aspect and detail of [Alpha's] planning, coordination, and completed projects have been exceptional and outstanding in every regard.

References

Brad Leslie
WV Parks and Recreation
Division of Natural Resources
324 4th Avenue
South Charleston, WV 25303
304-558-2764

Bill Clark, Executive Director
Region 9 Planning & Development Council
400 West Stephen St Suite 301
Martinsburg, WV 25401
(304)-263-1743

David Hildreth
State of West Virginia
1409 Greenbrier Street
Charleston, WV 25305

Dirar Ahmad
West Virginia Division of
Highways
Building 5
1900 Kanawha Blvd., East
Charleston, WV 25305-0430
304-558-2830

Damien Davis, City Engineer
City of Morgantown
389 Spruce Street
Morgantown, WV 26505
304-284-7412



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

State of West Virginia
 Centralized Expression of Interest
 Architect/Engr

Proc Folder: 1041207			Reason for Modification:
Doc Description: EOI: Building 22 Interior Renovations Design Project			
Proc Type: Central Contract - Fixed Amt			
Date Issued	Solicitation Closes	Solicitation No	Version
2022-05-12	2022-06-01 13:30	CEOI 0211 GSD2200000007	1

BID RECEIVING LOCATION

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

VENDOR

Vendor Customer Code:

Vendor Name: Alpha Associates, Incorporated

Address: 209 Prairie Ave.

Street:

City: Morgantown

State: West Virginia **Country:** USA **Zip:** 26501

Principal Contact: Richard A. Colebank

Vendor Contact Phone: 304-296-8216 **Extension:** 102

FOR INFORMATION CONTACT THE BUYER
 Melissa Pettrey
 (304) 558-0094
 melissa.k.pettrey@wv.gov

Vendor Signature X  **FEIN#** 550516286 **DATE** 6/1/2022

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

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

(Name, Title) Richard A. Colebank, President & COO

(Printed Name and Title) 

(Address) 209 Prairie Ave, Morgantown, WV 26501

(Phone Number) / (Fax Number) 304-296-8216 / 304.296.8245

(email address) rick.colebank@thinkalphafirst.com

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that: I have reviewed this Solicitation/Contract 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/Contract 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.

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law; and that pursuant to W. Va. Code 5A-3-63, the entity entering into this contract is prohibited from engaging in a boycott against Israel.

Alpha Associates, Incorporated

(Company)


(Authorized Signature) (Representative Name, Title)

Richard A. Colebank, President & COO 6/1/2022

(Printed Name and Title of Authorized Representative) (Date)

304-296-8216 / 304.296.8245

(Phone Number) (Fax Number)

rick.colebank@thinkalphafirst.com

(Email Address)

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CEOI GSD2200000007

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 checked="" 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.

Alpha Associates, Incorporated

Company



Authorized Signature

6/1/2022

Date

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