



EXPRESSION OF INTEREST

ARCHITECTURAL/ENGINEERING SERVICES

**WEST VIRGINIA ARMY NATIONAL GARD
CLARKSBURG ARMORY RENOVATION**

CEIO 0603 ADJ2200000009

EXPIRATION DATE

Public Notice
Submission



CONTACT

Address

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

Phone

Phone
Fax: 304

02/08/22 10:13:34
WV Purchasing Division

Opened to Determine Contents



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

Proc Folder: 995514

Doc Description: Clarksburg Armory Windows & HVAC Renovations EOI

Reason for Modification:

Proc Type: Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No	Version
2022-01-21	2022-02-08 13:30	CEOI 0603 ADJ2200000009	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 Associate, Incorporated

Address: 209 Prairie Ave

Street :

City : Morgantown

State : WV

Country : USA

Zip : 26501

Principal Contact: Richard A. Colebank

Vendor Contact Phone: 304-296-8216

Extension: 102

FOR INFORMATION CONTACT THE BUYER

David H Pauline
304-558-0067
david.h.pauline@wv.gov

Vendor
Signature  FEIN# 550516286

DATE 02/07/2022

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.

Richard A Colebank, President & COO

(Name, Title)



(Printed Name and Title)

209 Prairie Ave. Morgantown, WV 26501

(Address)

304-296-8216 / 304-296-8245

(Phone Number) / (Fax Number)

rick.colebank@thinkalphafirst.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contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated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.

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.

Alpha Associates, Incorporated

(Company)



(Authorized Signature) (Representative Name, Title)

Richard A. Colebank, President & COO

(Printed Name and Title of Authorized Representative)

02/07/2022

(Date)

304-296-8216 / 304-296-8245

(Phone Number) (Fax Number)

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

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

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

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

DEFINITIONS:

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

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

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

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

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: Alpha Associates, Incorporated

Authorized Signature: [Signature] Date: 02/07/2022

State of West Virginia

County of Monogalia, to-wit:

Taken, subscribed, and sworn to before me this 7 day of February, 2022.

My Commission expires September 22, 2025.

AFFIX SEAL HERE



NOTARY PUBLIC

[Signature]

Purchasing Affidavit (Revised 01/19/2018)

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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
Construction Administration





February 07, 2022

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

RE: CEOI 0603 ADJ2200000009 A/E Services – Clarksburg Armory Windows & HVAC Renovations

Dear Mr. Pauline,

Alpha Associates, Incorporated is pleased to submit this Expression of Interest to provide architectural and engineering services for the Clarksburg Armory Windows & HVAC Renovations. Our staff includes civil and structural engineers, landscape designers, architects, architectural designers, interior designers, technicians, construction administrators and support staff to provide any service required.

For over 50 years, Alpha Associates, Incorporated's design philosophy has been to provide high quality, professional architectural, engineering, and planning services throughout the State of West Virginia. We greatly value the relationship we can build and maintain, by always striving to provide high quality design services.

Since 1969, Alpha has partnered with numerous Federal, State and local governments to provide architectural and engineering services for projects around West Virginia, including numerous projects for the State of West Virginia. Alpha has the advantage of having Architecture, Civil Engineering and Structural Engineering under one roof, instead of picking up the phone we walk across the building. In the portion of this Expression of Interest, you will find examples of projects that showcase our experience and that have given Alpha the necessary knowledge to complete this project to meet and exceed expectations.

Project Understanding

The West Virginia Broadcasting Authority is seeking Expressions of Interest from architectural/engineering firms to provide the Clarksburg Armory with renovations to the windows and HVAC units. Alpha's inhouse services will ensure quality regardless of the project type. We perform our cost estimating inhouse with the latest technology and senior staff to provide the most accurate estimate for all projects. We have designed virtually every type of roof system and bring that experience to bear for you.

Summary

Our Team's experience and expertise, combined with our proven successful history with various institutions, make us the perfect design partner for this project. We will provide you with an exceptionally qualified, competent, and dependable team that will complete the job in the most efficient and cost-effective manner possible. Alpha is eager to begin this project and look forward to discussing our qualifications with you further.

Sincerely,

ALPHA ASSOCIATES, INCORPORATED



Richard A. Colebank, PE, PS
President and COO
rick.colebank@thinkalphafirst.com

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 West Virginia Educational Broadcasting Authority 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
President & COO
Project Principal



Matthew T. Echard, PE
Principal
Structural Engineer



Rebecca Key, AIA, LEED-AP
Director of Architecture
Project Architect



Casey Smith, AIA Associate
Architectural Designer



Charles Luttrell
Senior 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 Hail
Construction
Administration

CIVIL ENGINEERING

Charles Branch
PE; Senior Principal
Senior Civil Engineer

Bradley Casdorph
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



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

Marion County Chamber of Commerce

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 projects 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

- WVU Boreman Hall; Morgantown, WV
- Ruby Memorial Hospital Emergency Room; Morgantown, WV
- Lewis County H.S. Medical Facility; Weston, WV
- Camden-On-Gauley Medical Center; Camden-On-Gauley, WV
- Camden Dental/Medical Arts Grant; Camden-On-Gauley, WV
- Camden Family Health Dental Suite; Camden-On-Gauley, WV
- WV Office of Miners Health Safety and Training Facility; Oak Hill, WV
- WV State Office Building; Clarksburg, WV
- WV State Office Building; Parkersburg, WV
- WV DOH District 7 Lab & Multi-purpose Building; Weston, WV
- West Virginia Regional Technology Park Renovation to Building 770; South Charleston, WV
- Mon County Family Court Renovation; Morgantown, WV
- Mon County Sheriff's Department; Morgantown, WV
- Fairmont State University Prichard Hall Renovation; Fairmont, WV
- Augusta Apartment Building; Morgantown, WV
- Ridgedale Elementary; Morgantown, WV
- Mountaineer Middle; Morgantown, WV
- Washington High School; Charles Town, WV
- Ruby McQuain Amphitheater Roof; Morgantown, WV
- North Fork Hughes River State Park; Ritchie County, WV



CASEY SMITH

AIA ASSOC.; ARCHITECTURAL DESIGNER

☎ 304-296-8216 | 800-640-8216

✉ casey.smith@thinkalphafirst.com

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

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



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 Guimarães, 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. Mr. Echard also volunteers as the Chairman of the Gilmer County Unsafe Buildings and Lands Enforcement Authority.

PROFILE

Broad-based responsibilities in the following areas:

- Structural Engineering
- Structural Forensics
- Project Management

PROFESSIONAL HIGHLIGHTS

Project Manager & Structural Engineer:

- WVU Creative Arts Center Performance Access; Morgantown, WV
- WVU Aero/Combustion Lab Mezzanine; Morgantown, WV
- WVU Athletics Tennis Scoreboard; Morgantown, WV
- WVU Athletics Coliseum Scoreboard & Speakers; Morgantown, WV
- WVU CAFEE Building Addition; Morgantown, WV
- WVU Colson Hall, Admission & Records Access; Morgantown, WV
- WVU ESB Chiller Lines; Morgantown, WV
- WVU ESB Roof Fall Protection; Morgantown, WV
- WVU Health Sciences Center - Phase 1B HVAC; Morgantown, WV
- WVU Hodges Hall Renovation; Morgantown, WV
- WVU J.W. Ruby Research Farm; Reedsville, WV
- WVU Law School Precast Evaluation; Morgantown, WV
- WVU Mountainlair Façade Water Infiltration; Morgantown, WV
- WVU Mountainlair Gridiron Assessment; Morgantown, WV
- WVU Mountainlair Plaza Structural Assessment; Morgantown, WV
- WVU Stewart Hall MEP Upgrades; Morgantown, WV
- Westover Goodwill Structural Design; Morgantown, WV
- Weyerhaeuser Roof Evaluation; Heaters, WV
- Martinsburg Queen Street Underpass; Martinsburg, WV
- City Hall Façade Rehab; Morgantown, WV
- Metropolitan Theatre Roof; Morgantown, WV

PARKERSBURG ARMORY RENOVATION & ADDITION

Parkersburg, WV; 2009

Alpha continues their relationship with the West Virginia Army National Guard with the renovation of a space originally designated as a rifle range at the Parkersburg Armory.

New offices, conference room, and break room provide new work space for officers. A secondary entrance was included in the design to serve the department that will occupy this space.

A fire alarm upgrade for the entire building was also included in the project scope as well as an alternate for an access control system and mass notification system.

At a Glance:

CLIENT: WV Army National Guard

LOCATION: Parkersburg, WV

COMPLETION DATE: 2009

SIZE: 2,600 Square Feet

CONSTRUCTION COST: \$400,000



ELKINS COAL AND COKE BUILDING

Masontown, WV; 2018

Alpha Associates, Incorporated provided architectural design for renovations to the Elkins Coal and Coke Building. The project is partially funded by a grant from the Federal Highway Administration's Recreational Trails Program.

The project included:

- Renovation of existing stone building with slate roof.
- Demolition of existing roof and structure, salvaging all slate for re-use.
- Construction of new roof utilizing pre-engineered roof trusses.
- Installation of salvaged slate that remains on site.
- Construction of two toilet rooms with new concrete slab, interior drywall partitions, etc.
- Plumbing and minimal electrical.

At a Glance:

CLIENT: Mon River Trails Conservancy
LOCATION: Masontown, WV
COMPLETION DATE: 2018
SIZE: 783 SQ.FT.
CONSTRUCTION COST: \$187,000

Project Contact:

Ella Belling
PO Box 282
Morgantown, WV 26507
304-692-6782



MOUNTAINEER MIDDLE SCHOOL RENOVATION

Morgantown, WV; 2009

The transformation of a former high school into a middle school for Monongalia County Schools, created an opportunity to retain the grand edifice and create a new main entrance that met the needs of the Safe School Initiative and provided for an accessible route for students, staff and visitors.

The renovation project included the removal of an 80 year old boiler/heating system, abatement of asbestos containing materials, reconfiguration of classrooms and support space, with new HVAC, sprinklers system, new roof and redesign and paving of the parking lots and access road.

The renovation also included relocating the administrative offices adjacent to the buildings primary entrance.

At a Glance:

CLIENT: Mon County Schools
LOCATION: Morgantown, WV
COMPLETION DATE: 2009
SIZE: 115,780 Square Feet
CONSTRUCTION COST: \$8.4 Million

Project Contact:

Frank Devono
13 South High Street
Morgantown, WV 26505
301-291-9210





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

DON. 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

By
Secretary *Wm. C. Jones* *President*
Kenneth H. Means *Robert C. 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

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

James D. Timmons, Jr.

Richard E. Dwyer

Blayne S. Smith

William E. Dwyer

[Signature]



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

[Signature] President.
[Signature] Secretary.



STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

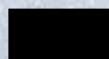
To all to whom these presents shall come, Greeting

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



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

Ed. Rockley

Frank Nelly

Wm. L. ...

Wm. ...

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.



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.

A handwritten signature in blue ink, appearing to read "Bryan S. Caldwell".

BOARD PRESIDENT

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
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Charleston, WV 25305

Dirar Ahmad
West Virginia Division of
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Building 5
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Charleston, WV 25305-0430
304-558-2830

Damien Davis, City Engineer
City of Morgantown
389 Spruce Street
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