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## Header 1

List View

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

Procurement Folder: 1394409


Procurement Type: Central Contract - Fixed Amt

Vendor ID: 000000112161 

Legal Name: MILLS GROUP LLC

Alias/DBA:

Total Bid: \$0.00

Response Date: 04/17/2024 

Response Time: 11:00

Responded By User ID: millsgroup 

First Name: Hannah

Last Name: Tarcy

Email: general@millsgrouponline.i

Phone: 304-296-1010

SO Doc Code: CEOI

SO Dept: 0211

SO Doc ID: GSD2400000005

Published Date: 4/4/24

Close Date: 4/17/24

Close Time: 13:30

Status: Closed

Solicitation Description: Building 55 2nd & 5th Flr. Renovations

Total of Header Attachments: 1

Total of All Attachments: 1



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:** 1394409  
**Solicitation Description:** Building 55 2nd & 5th Flr. Renovations  
**Proc Type:** Central Contract - Fixed Amt

Solicitation Closes	Solicitation Response	Version
2024-04-17 13:30	SR 0211 ESR04172400000006100	1

**VENDOR**  
 000000112161  
 MILLS GROUP LLC

**Solicitation Number:** CEOI 0211 GSD2400000005  
**Total Bid:** 0  
**Response Date:** 2024-04-17  
**Response Time:** 11:00:55  
**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	Architectural engineering				

Comm Code	Manufacturer	Specification	Model #
81101508			

**Commodity Line Comments:** BIDS MUST NOT CONTAIN PRICE INFORMATION: The State shall select the best value solution according to W. Va. Code §5G-1-3. In accordance with Code requirements, no price or fee information is permitted in the Vendor s EOI response.

**Extended Description:**  
Building 55 2nd & 5th Flr. Renovations

EXPRESSION OF INTEREST



ARCHITECTURAL & ENGINEERING SERVICES

# BUILDING 55

INTERIOR RENOVATIONS - 2ND/5TH FLOORS

**ih** MILLS GROUP  
ARCHITECTURE • PLANNING • PRESERVATION

April 9, 2024

Department of Administration, Purchasing Division  
Melissa Pettrey, Senior Buyer  
2019 Washington Street, East  
Charleston, WV 25305  
[Melissa.k.pettrey@wv.gov](mailto:Melissa.k.pettrey@wv.gov)

Re: CEOI 0211 GSD2400000005

Dear Ms. Pettrey,

Mills Group is pleased to submit this expression of interest as an offer of our professional services the Architectural/Engineering services for interior renovations located on the 2<sup>nd</sup> and 5<sup>th</sup> floors of Building 55, located at 130 Stratton Street, Logan, WV 26501.

Our team has been executing master plans, overseeing design, rehabilitation, and coordination for a multitude of projects for over 18 years. We have a dedicated staff that is ready to assist with this contract who value the design process, budgetary requirements, and project deadlines. The caliber of talent of the Mills Group team will be an asset to your project. Success stories include:

- Black Oak 2, Level 3 Executive Suites- Morgantown, WV
- Northwestern Mutual Interior Fit Out- Morgantown, WV
- Oglebay Foundation Office- Wheeling, WV
- Morgantown Marriott- Morgantown, WV

These projects are the result of effective and clear communication between the team and the client to ensure timeliness and adherence to the project budget.

It is the mission of the Mills Group to “Design on the principles of the past and preserve for the future”. This project directly aligns with our passions and expertise!

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M I L L S G R O U P O N L I N E . C O M

88 HIGH STREET  
MORGANTOWN, WV 26505  
304-296-1010

53 14TH STREET, SUITE 607  
WHEELING, WV 26003  
304-233-0048

122 E GERMAN STREET  
SHEPHERDSTOWN, WV 25443  
681-240-1010

102 THIRD STREET  
ELKINS, WV 26241  
681-264-8045

## Proposed Staffing Plan

Michael Mills, AIA is the Managing Principal of the Mills Group. Michael's architecture experience ranges over three states and the District of Columbia. He will provide guidance to ensure that the projects are on time and on budget and serve as the client manager and project Principal.

Alexis Behrens, NCIDQ, is the Director of Interior Design at Mills Group and will serve as the Interior Designer.

Stephen DeNeui, of Mills Group will serve as the Architectural Designer.

Jason Harper, PE, is the owner of Harper Engineering and will serve as the MEP Engineers.

Dave Simpson, PE, MBA, is the Principal Engineer at Allegheny Design Services and will serve as the Structural Engineers.

## Project Team

**Mills Group** specializes in architecture with a team of talented architects and planners. Our firm's frequent and open dialogue with clients and regulatory agencies allows for streamlined project review and accurate results.

**Harper Engineering** utilizes the latest building information modeling software to provide the accurate system designs with minimal change orders during construction.

**Allegheny Design Services** Founded in 2002, this engineering firm brings a wealth of knowledge to the project, and will provide quality, cost effective design solutions.

## Scope of Work

Responsive to the RFP scope of work is understood:

- Design and construct new private offices, a conference room, and storage space on the 5th floor (2529 sf), and a new reception area and conference rooms located on the 2nd floor (993 sf). There is an existing kitchenette on the 5th floor that may remain. Some selective demolition of existing walls will be required on the 2nd floor.

## Methodology

Our team takes pride in the firm's reputation for producing quality designs on projects large and small with the end goal of a completed project that meets or exceeds the client's expectations. Mills Group architects, planners and designers will draw on our reservoir of experience – gleaned over decades and multiple states – to comprehend client needs and produce a design that we will lead to success at every step we can be relied on to keep all pertinent stakeholders abreast of developments. We pride ourselves on having open and transparent conversations with our clients to ensure they are involved throughout the entire design process. The end goal is to work all stakeholders to deliver a strategic plan.

Our first step would be comprehensive conversations with all the relevant stakeholders coupled with site visits to assess conditions and develop a more defined scope of work for the initial assessment. It would be important to understand the programmatic goals, the building infrastructure goals and requirements of any future project.

Once we have a defined scope and understanding of the existing conditions, we will then be able to provide a complete construction estimate for the project with a recommended approach and secondary alternates that might be structured as future deductive bid alternates. This will give us the basis needed to propose a definitive timeline for major project milestones. Sustainability assessment, code, life safety and zoning evaluations will be part of the scope. Precedent and product research will lead to design concepts, construction documents, bidding and negotiations.

The overarching methodology to achieve the project objectives as agreed upon by the client are summarized in the following bullet points:

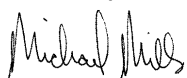
- *Research the site and its context*
- *Observe Existing Conditions*
- *Analyze and Identify Issues and Opportunities*
- *Develop Alternatives*
- *Make Recommendations and Creating a Solution*
- *Assemble Design documents*
- *Provide assistance with pricing and feasibility study*

For Mills Group, the ROADMAP, is a critical path to achieve the success of a project. The process outlined above is subject to change, based upon phasing of the work to be performed. Mills Group will work with the Client to determine appropriate phasing of different scopes, as to not greatly disrupt the function of the facilities.

Please find attached our firm and team member resumes along with examples and samples of our work.

We would be delighted to aid the Acquisitions and Contract Administration Section of the Purchasing Division with the Architectural/Engineering services for interior renovations of Building 55. Should you have any questions, please feel free to contact me at 304-296-1010 or email me at [mmills@millsgrouponline.com](mailto:mmills@millsgrouponline.com). Thank you for this opportunity.

Sincerely,



Michael Mills, AIA  
Managing Principal





# **QUALIFICATIONS**



**MILLS GROUP**  
ARCHITECTURE ■ PLANNING ■ PRESERVATION

**“Designing on  
the principles  
of the past and  
preserving  
for the  
future”**

**LOCATIONS:**

88 High Street  
Morgantown, WV 26505  
304.296.1010

53 14th Street, Suite 607  
Wheeling, WV 26003  
304.233.0048

122 E German Street  
Shepherdstown, WV 25443  
681.240.1010

102 Third Street  
Elkins, WV 26241  
681.264.8045

**SITE:**

[millsgrouponline.com](http://millsgrouponline.com)

For more than 18 years, the architects, designers, planners and historians of the Mills Group have collaborated with our clients to improve communities through the latest design techniques while preserving the rich architectural character of the past. This blend of modern technology and story-telling makes for timeless, inspired design.

We know that the most successful projects are built on collaboration with our clients, team and partners. Open and honest communication combined with a detailed site plan that accounts for all potential variables is key to success. We look to the region's architectural heritage for inspiration to celebrate the best of the past and to promote economic vitality for the future.

Mills Group specializes in both public and private projects. Our public clients include cultural agencies, development offices, municipalities, schools, and non-profits. Other architects and engineers, developers, homeowners, and business owners are among our private clients.

We are committed to designing with our clients, not for our clients. Understanding and respecting your needs, schedule and budget are of the highest priority to us. We are also committed to understanding the history of the building or place and how that plays into the design. These contextual concerns make all the difference in creating truly special places.



Mills Group maintains offices in Morgantown, Wheeling, Elkins, and Shepherdstown, West Virginia. Our new office in downtown Morgantown is a reflection of our commitment to community and the adaptive re-use of existing buildings; the team works closely together to create truly special places for our clients and their communities.

## Architecture

COMMERCIAL  
RESIDENTIAL  
PUBLIC

## Planning

ENABLE  
EXTEND  
ENHANCE

## Preservation

REVITALIZE  
REHABILITATE  
CONSULT

Mills Group has a holistic focus in architecture, assisting clients with residential, commercial, public, and interior designs. We work with our clients to create structures that improve their lives and their communities. Every project is developed with an emphasis on traditional design principles, vernacular design influences, and long-term sustainability.

Our clients entrust us with creating a well-researched and detailed plan that will foster a rich and engaging environment for people to live, work, and play. We carefully consider the complex interaction of functional, economic, and social needs of our clients, while also providing the needs of the site's users.

Buildings tell the story of our past and each building provides a unique set of requirements and conditions to share that story. Sensitive and responsible preservation and restoration work must be responsive to the historic significance of the building. We perform historical research and assess existing conditions, and we compile our findings into a comprehensive feasibility study and/or historic structures report for the owner to implement planning for the next phase of use for the building.



“A unique  
combination  
of young  
talent and  
proven  
experience”

**LOCATION :**  
52 B Street  
St. Albans, WV 25177  
Ph: 304.722.3602  
Fax: 304.722.3603

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.

## SERVICES

**HVAC Design** - Heating and cooling load calculations / Ductwork sizing / Hydronic pipe sizing / Equipment selection

**Electrical Design** - Electrical load calculations / Panel and switch gear selection / Lighting / Fire alarm / Site utilities / Emergency generators / Security and communications

**Plumbing Design** - Pipe sizing / Fixtures / Sprinklers / Site Utilities

**Drafting**

**Specifications**

**Project Management**

**Construction Documents**

**Level 350 Building Information Modeling (BIM) Coordination for School Building Authority Projects**



# Allegheny Design Services

102 Leeway Street, Morgantown, WV 26505  
(304) 599-0771 | [www.alleghenydesign.com](http://www.alleghenydesign.com)



- Dorms, Student Housing & Apartments
- Athletic & Recreation
- Religious & Non-Profit
- Health Care
- Higher Education
- Historic Restoration
- Industrial
- K-12
- Government
- Office Buildings
- Parking Garages
- Retail & Commercial
- Metal Building Systems
- Hotels & Resorts
- Pedestrian Bridges



**Innovative Designs, Practical Solutions**

**In Service for 22 Years: 2002-2024**

## STRUCTURAL ENGINEERS

**"Providing reliable, responsible services of building system design and analysis"**

**LOCATION:**

102 Leeway Street  
Morgantown, WV 26505  
P - 304.599.0771  
F - 304.212.2393

**SITE:**

[alleghenydesign.com](http://alleghenydesign.com)

Allegheny Design Services (ADS) is a consulting engineering firm specializing in structural building design and building analysis. ADS is dedicated to serving West Virginia and the surrounding region and recognizes the need for reliable, full-service engineering support. ADS provides all phases necessary for the successful completion of a building project including schematic design studies, design development, construction documents and specifications, and construction administration.

ADS' experience in Design and Project Management includes:

- Commercial Facilities
- Industrial Facilities
- Institutional Facilities
- Educational Facilities

ADS was established by David Simpson, PE, MBA, in 2002 as a result of a need in North Central West Virginia for reliable structural engineering services. ADS utilizes a combination of office technology and a motivated staff capable of delivering projects of all sizes and complexities. Our clients include architects, contractors, developers, attorneys, and insurance companies.

ADS currently utilizes the latest engineering design and BIM software for the development of project work.



# RESUMES



# Michael Mills

AIA, NCARB

## MANAGING PRINCIPAL

### EDUCATION

BS, BARCH / 1993 / RENSSELAER  
POLYTECHNIC INSTITUTE

### PROFESSIONAL REGISTRATIONS

WEST VIRGINIA  
VIRGINIA  
OHIO  
PENNSYLVANIA  
MASSACHUSETTES  
NORTH CAROLINA  
NEW HAMPSHIRE  
VERMONT

## BIOGRAPHY

Mr. Mills leads all facets of the daily operations of the Mills Group. He has over 25 years of experience in historical preservation, architectural design, and planning. Through his extensive work with historic structures, he has a detailed working knowledge of the Secretary of the Interior's Standards for Historic Preservation Projects. His work includes interior and exterior preservation, window restoration, foundation waterproofing, roof repair, integration of MEP systems in a historic structure and the design of interpretive exhibits for historic structures. The other aspects of his work include historic design guidelines, contextual design of new structures, and the issues related the revitalization of main streets across the country.

## EXPERIENCE

### **Black Oak Building Development- Morgantown, WV**

Mills Group designed Black Oak 2, a mixed-use building for the new Black Oak Properties development in Cheat Lake. This building is part of a 20-acre master plan completed by Mills Group, which includes 300,000-square-foot of mixed-use commercial and retail space. Black Oak 2 is situated on a 2.5 acre parcel and provides 30,000-sqaure-foot of office and retail space on three levels. The contemporary design features brick masonry and curtain wall with two-tone glazing. A multi-purpose outdoor patio space on the third level features expansive views of Cheat Lake and a pergola for solar control. The common area interiors incorporate crisp modern design elements welcoming tenants and visitors to a light open environment featuring expansive glass.

### **Courtyard by Marriott - Morgantown, WV**

Sitting perched at the top of a hill within the University Town Center and paralleling the Monongahela River, the 84-room Marriott offers a beautiful vista and many amenities to their guests. The hotel has an indoor pool, a generous public space including a bar, a bistro, a business center, and a theater. Mills Group was integral in the site planning, interior design, architectural coordination and provided construction observation.

### **Howard Concrete Corporate Headquarters – Houston, PA**

Mills Group designed a multi-story office and warehouse facility for the headquarters of Howard Concrete in Houston, PA. The contemporary building features a modern brick and glass façade and soaring double-height entry vestibule with dramatic open staircase. In addition to a storage warehouse, the complex is outfitted with an inviting reception area, several private offices, conference rooms, and an employee break room. The interiors of the building incorporate materials reminiscent of the company's legacy of concrete, including modern wallcoverings and tile, balanced with the application of warm natural materials and finishes.



# Alexis Behrens

NCIDQ

## DIRECTOR OF INTERIOR DESIGN

### EDUCATION

BS / INTERIOR DESIGN  
/ 1990 / WEST VIRGINIA  
UNIVERSITY

## BIOGRAPHY

Alexis is the Director of Interior Design at Mills Group. Her background includes commercial offices, hospitals, medical clinics, psychiatric, residential, hospitality, daycare, corporate office and rehabilitation centers, both physical and substance. She also has extensive experience working with architects and engineers on complex, program driven and time sensitive projects. Alexis has lead procurement of furniture, fixtures and equipment in addition to coordinating move management activities. She also manages a variety of project elements, including client programming, consultant/contractor coordination, space planning, and finish and fixtures selections to ensure a turnkey project to the client. Alexis has served six years on the National Council for Interior Design Qualifications, Practicum Committee, where she served two of those years as Chair.

## EXPERIENCE

### **Black Oaks Building 2, Level 3 Executive Suites–**

*Morgantown, WV*

Mills Group provided the design and construction documents for the core and exterior shell of the Black Oak Building #2. Alexis and the Interior Design Department worked closely with the stakeholders on developing executive suites for three different types of businesses. Because this building is going to be offered as lease space, careful consideration was given to maximizing rentable space, while creating welcoming and efficient work environments for the stakeholders.

### **Clarion Hotel – Shepherdstown, WV**

Alexis along with the Landscape Architecture division of Mills Group, developed and submitted a comprehensive master plan to update this 1980's property. The plans include updated lobby, conference center and guest rooms. Space utilization and new designs were created for the Lobby Bar, Restaurants, and outdoor living areas, all while maintaining the historical ties to local history.

### **Monongalia County District Attorney 3rd Floor Fit Out –**

*Morgantown, WV*

Alexis managed the client coordination of programming, space planning, and document development for the third floor fit out to house the Monongalia County District Attorney Offices.

### **Parkersburg Children's Museum – Parkersburg, WV**

Alexis is the Project Manager for the transformation of the historic Masonic Temple Building, into a STEAM (Science, Technology, Engineering, Art, Math) interactive science museum. Alexis and the interior design team are working closely with community leaders, business owners and scientists, designers and exhibit builders. The multi-story structure will be geared for children from 6 months to 8 years of age.



## BIOGRAPHY

Stephen is a veteran with a background in advanced troubleshooting and critical thinking. These skills in problem-solving serve him well in his research, writing, and design. He believes that architecture is the crystallization of the shared human story. Reading the forensics of historic building fabric allows him access to the wells of memory hidden in the ordinary. He is capable of consuming and processing large volumes of information and synthesizing them into tangible points of action. He has a strong understanding of the built environment and the strengths of historic building materials. His time abroad has taught him to see problems through an assortment of lenses and to think outside the immediate parameters of any project. He is a quick learner, skilled in writing, research, design software, and recording technology.

He was awarded The Stephen Levrant Prize for his work in Historic Conservation Area Planning while at Oxford Brookes University where he also received his MSc with a Distinction. He was awarded The History & Theory Award, The A4LE Research in Design Award, The Sustainability & Passive Design Award, and The CoD Studio Award while graduating Summa Cum Laude from the University of Kentucky.

## EXPERIENCE

### **Preston County Courthouse – Kingwood, WV**

This scope included the direction and overseeing of the restoration of this historic building's exterior envelope and laser scanning of the existing conditions. We oversaw the restoration of the historic building's exterior envelope by delicately repairing the existing stonework from the ground level to the parapet and performing full-façade modern waterproofing. All our endeavors have been built on a measured sensitive approach, serving this remarkable building's specific needs, and preserving its dignity while directing it on a path particular to its contemporary calling.

### **Greenbrier Historical Society Law Library – Lewisburg, WV**

The buildings were scanned and surveyed to create existing building drawings. Forensic selective demolition of the structures was undertaken to discover the traces of the buildings' original configuration. Hypothesized drawings were drafted to illustrate what the findings revealed about the buildings' pasts. These were integrated into a Historic Structures Report for the society along with a proposed set of drawings on how to adapt them for a new program.

### **820 Market Street – Parkersburg, WV**

The building was scanned and surveyed to create existing building drawings. A Historic Structures Report was created to allow the owner to assess the character-defining elements of the structure. The report further demonstrated two conceptual strategies in the adaptation of the lodge into residential flats. Renderings were created to demonstrate the concepts of the new design. Structures Report for the society along with a proposed set of drawings on how to adapt them for a new program.



# Stephen DeNeui

## ARCHITECTURAL DESIGN ASSOCIATE

### EDUCATION

UNIVERSITY OF KENTUCKY  
COLLEGE OF DESIGN:  
BA / ARCHITECTURE

UNIVERSITY OF OXFORD &  
OXFORD BROOKES UNIVERSITY:  
MS / DISTINCTION IN THE  
HISTORIC CONSERVATION  
OF ARCHITECTURE



# Jason E. Harper

PE

**OWNER/  
ENGINEER**

## EDUCATION

WEST VIRGINIA INSTITUTE OF  
TECHNOLOGY:  
BS / MECHANICAL  
ENGINEERING

## PROFESSIONAL REGISTRATIONS

PROFESSIONAL ENGINEER: WV  
ASHRAE  
NFPA

## BIOGRAPHY

Mr. Harper brings 19 years of design experience to the firm. He has expertise with HVAC, electrical, plumbing, sprinkler and fire alarm system designs. His projects include educational facilities (including colleges and universities), health care facilities, office buildings, banks, emergency services facilities, postal facilities, and government buildings.

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

## EXPERIENCE

**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**  
**Doddridge Annex**  
**Wetzel Annex**  
**Stonerise Nursing Homes (Multiple Projects)**

# David R. Simpson, PE, MBA

## President / Principal Engineer

### 40+ Years' Experience



**Allegheny**  
**Design Services**  
*Consulting Engineers*

#### **Professional Registrations:**

Year first registered: 1984

West Virginia, Pennsylvania, Maryland, Virginia, Florida, New York, North Carolina, South Carolina, Ohio,

#### **Professional Experience:**

Responsible for strategic management, marketing, quality control, personnel development, business development, project management and design at Allegheny Design Services. Experience includes over 40 years in structural design and project management for industrial, commercial, institutional, and nuclear/chemical facilities utilizing steel, concrete, masonry, and wood. Past accomplishments include design and construction administration of health care facilities, hotels, schools, shopping centers, aircraft hangars, numerous retail facilities, and numerous forensic engineering assignments. Experience has been obtained from the following assignments:

#### **Project Experience Includes:**

Elkins Conference & Rail Yard Event Center, Elkins, WV  
Waterfront Place Hotel & Conference Center, Morgantown, WV  
West Virginia Botanic Garden, Morgantown, WV  
Boy Scout Welcome Center,  
Morgantown Event Center, Morgantown, WV  
WVU Visitor's Resource Center, Morgantown, WV  
Carnes Community Conference Center  
WVU Rockefeller Neuroscience Ins. Innovations Center,  
Morgantown, WV  
Biomedical Science Tower, BST3, Univ. of Pittsburgh, PA  
UPMC Hillman Cancer Center  
Mon Power Regional Headquarters  
Aquatic Center, Mountaineer Center for Wellness & Edu.  
GSD Fairmont- State Office Building  
The Marshall Foundry-Welding & Robotics Center  
The Health Plan Corporate Office Headquarters  
WVU Puskar Stadium North End Renovations  
WVU Monongalia County Park Baseball Stadium & Ballpark  
WVU Parkersburg New Science Wing Conversion  
WVU Intermodal Transportation Center  
Boy Scouts - Fork in the Road Diner & Eagle's Nest Lodge  
Boy Scouts - J.W. Marriott Jr. Leadership Center- Yamagata Lodge

#### **Education:**

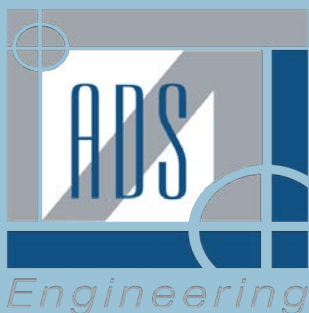
West Virginia Institute of Technology  
B.S. Civil Engineering

West Virginia University  
Masters Business Administration

West Virginia State College  
Architectural Technology Courses

#### **Professional Memberships:**

American Society of Civil Engineers,  
Structural Engineering Institute, Charter  
Member, American Concrete Institute,  
American Institute of Steel Construction, Inc.,  
American Iron and Steel Institute Member,  
National Academy of Forensic Engineers





**EXPERIENCE**



# Black Oak Commercial Building - Interior Design

**LOCATION :** Cheat Lake, WV

**CLIENT :** Black Oak Properties, LLC

**SERVICES :** Conceptual Design, Design  
Development, Construction Documents,

Construction Administration

**CONSTRUCTION VALUE :**

N/A

Mills Group designed Black Oak Commercial Building, a mixed-use building for the new Black Oak Properties development in Cheat Lake. This building is part of a 20-acre master plan completed by Mills Group, which includes 300,000 square feet of mixed-use commercial and retail space.

Black Oak Commercial Building provides 30,000 square feet of office and retail space on three levels. The common area interiors incorporate crisp modern design elements welcoming tenants and visitors to a light open environment featuring expansive glass and innovative lighting design.

The common areas include elevator lobbies, common corridors, and restrooms on all levels. Mills Group combined sleek industrial elements with nature influences to create a unique interior that suits the clients need. The design features a neutral color palette with accents of green and natural wood. Notable design elements include mural wall graphics, floating wood ceiling clouds with incorporated lighting, exposed ceilings, and a tiled feature wall with cove lighting.





# Oglebay Foundation Office

**LOCATION :** Wheeling, WV

**CLIENT :** Eriks Janelsins

**SERVICES :** Architectural Design  
Development, Construction Drawings,  
Construction Administration

**CONSTRUCTION VALUE :**  
\$256,000

Mills Group has completed several projects for Oglebay, the acclaimed resort in Wheeling, WV. We oversaw the redevelopment of Burton Hall into a multi-functional space for the Oglebay Foundation. The goal of this adaptive reuse project was to maintain the historic aesthetics of Burton Hall by restoring the original fireplace and mantle, along with the oversized interior moldings.

A 1,600-square-foot build-out was renovated on the first floor to include the offices, an event space, and visitor's center. This level also included space for support staff, a kitchenette, restroom, and storage. Sleek, floor-to-ceiling glass walls defined the interior programming space and contrasted with the ultra-traditional interior to allow for high levels of natural light and dramatic sightlines.



# WVU Medicine Camden Clark Medical Center

**LOCATION :** Parkersburg, WV

**CLIENT :** WVU Medicine

**SERVICES :** Conceptual Design, Design Documents, Construction Documents, Bidding and Negotiation, Construction Administration

**CONSTRUCTION VALUE :**  
\$12.5 Million

WVU Health Systems hired Mills Group to design a new 27,000-square-foot professional medical office building on Garfield Avenue adjacent to the Camden Clark Medical Center. The building boasts a contemporary exterior design consisting of masonry, metal wall panels, and curtainwall windows. A covered pedestrian walkway and porte-cochère for patient drop-off are also provided. The building was challenged by many site constraints that included underground utilities, adjacent helipad, and traffic circulation for the building demand.

Our interior design team developed an interior design scheme for the medical center that is calming and contemporary. The design incorporates soothing colors, natural materials, and modern fixtures. Notable design elements include a stone-look tile elevator tower, floating ceiling clouds with incorporated lighting, and building wayfinding through use of paint color.

Interior spaces consist of the following:

- 25 exam rooms and support spaces in the Cardiology Suite
- 9 exam rooms with Physicians' offices and Nurse's stations in the Vascular Suite
- Cardiac Rehabilitation Center
- Patient Testing Suite including Stress Testing, E/V Ultrasounds, Nuclear Cameras, EECF, and Device Clinic
- PCA Administrative Suite



# 1399 Stewartstown Road

**LOCATION :** Morgantown, WV

**CLIENT :** Withheld Per Client's Request

**SERVICES :** Conceptual Design,  
Construction Documents and  
Administration

**CONSTRUCTION VALUE :**  
Withheld Per Client's Request

Located on a very compact site at the intersection of Stewartstown Road and West Run Road, we designed a three-story commercial office building for Glenmark Holdings. This 15,000-square-foot office building allows for maximum flexibility and a design aesthetic drawn from the surrounding agricultural landscape and neighboring WVU Farm.

The lower level of the building can be occupied by a single to two independent tenants with their own reception space, kitchen, bathrooms and conference rooms. The second level possesses a large conference room overlooking the landscape, large private offices and a reception space. The third floor is a loft-style space consisting of open floor plans, private and shared office space as well as a large conference room.





# The Health Plan Corporate Headquarters

**LOCATION :** Wheeling, WV

**CLIENT :** The Health Plan

**SERVICES :** Preliminary Design through  
Construction Administration

**CONSTRUCTION VALUE :**

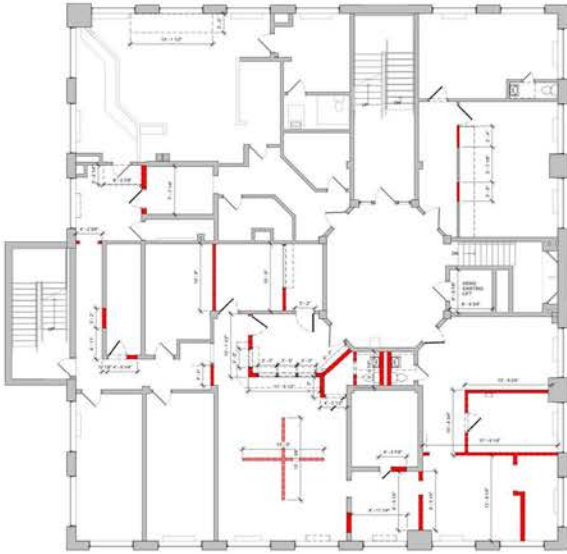
Withheld Per Owner's Request

 **MILLS GROUP**  
ARCHITECTURE • PLANNING • PRESERVATION

The Regional Economic Development Partnership (RED) hired Mills Group to study proposed sites in downtown Wheeling for the development of a new headquarters for The Health Plan, a non-profit community health organization. The 51,000-square-foot state-of-the-art building is comprised of four stories and occupies 1.3 acres of land with parking, greenspace, and an amphitheater. Sustainable design principles were integrated in the structural envelope and building systems and included storm water retention through bioswales and landscaping elements that filter pollutants from surface runoff.

The program includes a main entry lobby, conference and training rooms, open office areas for 350 employees, offices for executive management, boardroom and supporting utility, toilet rooms and storage. The building features include energy efficient systems along with state of the art audio-visual and information technology. The headquarters will interface with several nationally located branch offices.

The contemporary architecture of the building is designed to afford a visual impact on the landscape of Wheeling. The site includes a limited parking area along with a significant greenspace designed to be an urban park and venue for corporate events.



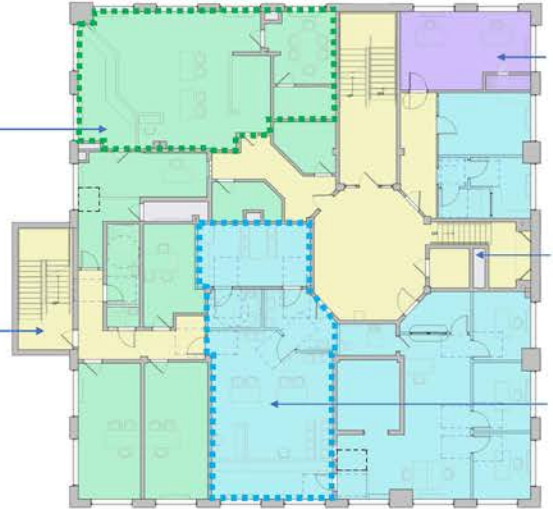
## Zones

Division 2 Court

2076 sqft

Division 2 Courtroom

Circulation



# Preston County Courthouse Interior

**LOCATION :** Preston County, WV

**SERVICES :** Existing Conditions

Documentation, Programming, Design

Development, Construction Documents

**CONSTRUCTION VALUE :** N/A

Mills Group is currently developing a scope of work for the renovation of the Preston County Courthouse's second floor. The major lift in this project is the addition of a second courtroom and its required accompanying spaces. This includes the removal of selected existing partition walls and the construction of new office spaces and restrooms. All our endeavors are built on a measured sensitive approach, serving this remarkable building's specific needs, and preserving its dignity while directing it on a path particular to its contemporary calling.



# Harper Engineering

OVERVIEW

**LOCATIONS :** WV

**SERVICES :** HVAC Design, Electrical Design, Plumbing Design, Drafting, Specifications, Project Management, Construction Documents

- New Bus Garage - West Union, WV
- Point Pleasant River Museum - Point Pleasant, WV
- Miners and Merchants Bank - Thomas, WV
- West Edge Warehouse - Huntington, WV
- Hawks Nest CCC Museum and Pavilion - Hawks Nest, WV
- Taylor County Courthouse - Taylor County, WV
- Public Works Building - Romney, WV
- UCDA Innovation Center - Buckhannon, WV
- South Fairmont Retail Plaza, Fairmont WV
- Starbucks - Parkersburg, WV
- Doddridge County Annex - Doddridge County, WV



# Allegheny Design Services

## OVERVIEW

**LOCATIONS :** WV

**SERVICES :** Structural Engineering, Mechanical Engineering, Electrical and Plumbing Engineering, Building Information Modeling, and System Engineering



Allegheny Design Services is a consulting engineering firm specializing in Structural & MEP building design and analysis. Dedicated to serving West Virginia and the surrounding region, ADS recognizes the need for reliable and full service engineering service for our clients. ADS provides all phases necessary to successfully complete a building project including: schematic design, design development, construction documents and specifications, and construction administration. Our straightforward approach provides our clients with efficient and creative solutions to their project.

### **Carnes Community Center**

*St. Clairsville, OH*

### **Monongalia County Extension Services Building & 4-H Center**

*Morgantown, WV*

### **RG Motorsports**

*Bridgeport, WV*

### **Seneca Medical West Virginia**

*Ripley, WV*

### **WV Office of Miners, Safety & Training Mine Safety Training Facility**

*Oak Hill, WV*



# REFERENCES



# REFERENCES

## Nate Stansberry

### City of Weston

102 W. Second Street  
Weston, WV  
26452  
ph. 304-269-7842

Project: Columbia Club

## Suzanne Park

### Moundsville Economic Development Council

818 Jefferson Ave  
Moundsville, WV 26041  
Ph. 304-845-3529  
spark@wvpentours.com

Project: WV Penitentiary

## Damien Davis

### City of Morgantown

389 Spruce Street  
Morgantown, WV 26505  
Ph. 304-284-7398  
ddavis@morgantownwv.gov

Project: Woodburn School

## John Newton

### Actors Guild of Parkersburg

724 Market Street  
Parkersburg, WV 26101  
Ph. 304-485-1300

Project: Actos Guild

## Al Tomson

### Mayor of Davis

505 William Avenue  
Davis, WV 26260  
Ph. 304-259-5302  
alan.thompson@gmail.com

Project: Davis Town Hall

**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.

(Printed Name and Title) Michael Mills, AIA, Managing Principal

(Address) 88 High Street Morgantown WV 26505

(Phone Number) / (Fax Number) 304-296-1010

(email address) mmills@millsgrouponline.com

**CERTIFICATION AND SIGNATURE:** By signing below, or submitting documentation through WV OASIS, 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 this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; 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.

Mills Group LLC

(Company)  


(Signature of Authorized Representative)

Michael Mills, AIA 4/17/2024

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

304-296-1010

(Phone Number) (Fax Number)

mmills@millsgrouponline.com

(Email Address)

ADDENDUM ACKNOWLEDGEMENT FORM

SOLICITATION NO.: CEOI GSD2400000005

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

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

Addendum Numbers Received:

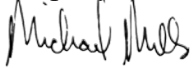
*(Check the box next to each addendum received)*

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

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

**Mills Group LLC**

Company



Authorized Signature

**4/17/2024**

Date

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