



West Virginia Purchasing Division

2019 Washington Street, East
Charleston, WV 25305
Telephone: 304-558-2306
General Fax: 304-558-6026
Bid Fax: 304-558-3970

The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at wvOASIS.gov. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at WVPurchasing.gov with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

Header @ 1

List View

- General Information**
- Contact
- Default Values
- Discount
- Document Information
- Clarification Request

Procurement Folder: 1283276

Procurement Type: Central Purchase Order

Vendor ID: 000000201753

Legal Name: ALPHA ASSOCIATES INC

Alias/DBA:

Total Bid: \$0.00

Response Date: 09/18/2023

Response Time: 11:30

Responded By User ID: Alexis.Petrovsky

First Name: Alexis

Last Name: Petrovsky

Email: alexis.petrovsky@thinkalpat

Phone: 3042968216

SO Doc Code: CEOI

SO Dept: 0310

SO Doc ID: DNR2400000002

Published Date: 8/30/23

Close Date: 9/19/23

Close Time: 13:30

Status: Closed

Solicitation Description: A&E - Canaan Valley Resort Trail and Parking Improvements

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: 1283276
Solicitation Description: A&E - Canaan Valley Resort Trail and Parking Improvements
Proc Type: Central Purchase Order

Solicitation Closes	Solicitation Response	Version
2023-09-19 13:30	SR 0310 ESR09182300000001417	1

VENDOR
 000000201753
 ALPHA ASSOCIATES INC

Solicitation Number: CEOI 0310 DNR2400000002
Total Bid: 0
Response Date: 2023-09-18
Response Time: 11:30:36
Comments:

FOR INFORMATION CONTACT THE BUYER

Joseph E Hager III
 (304) 558-2306
 joseph.e.hageriii@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	Professional engineering services				0.00

Comm Code	Manufacturer	Specification	Model #
81100000			

Commodity Line Comments:

Extended Description:

Design and contract administration services of new trail and parking facilities at Canaan Valley Resort State Park.



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: 1283276			Reason for Modification:
Doc Description: A&E - Canaan Valley Resort Trail and Parking Improvements			
Proc Type: Central Purchase Order			
Date Issued	Solicitation Closes	Solicitation No	Version
2023-08-30	2023-09-19 13:30	CEOI 0310 DNR240000002	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 : Prairie Avenue
City : Morgantown
State : WV **Country :** US **Zip :** 26501

Principal Contact : Richard A. Colebank

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

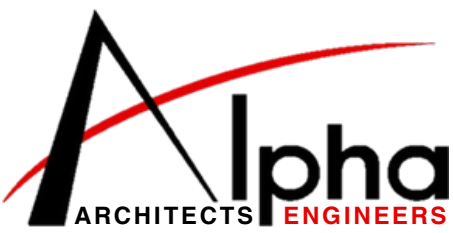
FOR INFORMATION CONTACT THE BUYER
 Joseph E Hager III
 (304) 558-2306
 joseph.e.hageriii@wv.gov

Vendor
 Signature *[Handwritten Signature]* President \$600
 FEIN# 550516286

DATE September 19, 2023

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

September 19, 2023



Canaan Valley Resort State Park

CANAAN VALLEY RESORT TRAIL & PARKING IMPROVEMENTS

Architectural/Engineering Services

Davis, WV

CONTACT

Rick Colebank, PE, PS
President & COO
rick.colebank@thinkALPHAfirst.com
304.296.8216 ext. 102

LOCATIONS

Alpha Associates,
Incorporated
209 Prairie Ave
Morgantown, WV 26501

Alpha Associates,
Incorporated
535 West King Street
Martinsburg, WV 25401

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Town of Glenville City Square

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SECTION A
GENERAL FIRM INFORMATION



19 September 2023

Canaan Valley Resort Trail & Parking Improvements
Joseph Hager III
WV Division of Natural Resources
CEOI – 0310 DNR 2400000002
Davis, WV

RE: Canaan Valley Resort State Park
CEOI 0310 DNR2400000002
Resort Trail & Parking Improvements

Dear Mr. Hager,

Alpha Associates, Incorporated (Alpha) is pleased to submit our Expression of Interest to provide necessary architectural, engineering and other professional services to the Canaan Valley Resort to design repairs and improvements to existing trails and design new trails and parking. Alpha's extensive experience with recreational projects creates a field of specialty in this line of work. We have developed a **highly qualified, motivated staff** for these specific development types to provide quality designs to not only our client, but also their community.

Throughout our **53+** years, Alpha has provided architectural, engineering, and landscape design services to clients across the entire State of West Virginia including many trail systems. We provided design and construction administration services for the addition of the tubing conveyor system and the reconstruction of the existing conveyor at the resort. Please find enclosed our Expression of Interest, providing you with insight into our team and approach. In the section of this Expression of Interest labeled "Related Experience," you will find our related experience which has given us the expertise to successfully see all aspects of this project from the design process through the completion process. Our experience includes numerous park projects like the North Fork Hughes River camping and recreation area in Ritchie County. Alpha is also currently providing tram replacement services in Pipestem Resort State Park and in Hawks Nest State Park.

Project Understanding

The Division of Natural Resources (DNR) has been awarded a "Trails Accessibility and Improvement Project," grant through the Land and Water Conservation Fund for Canaan Valley Resort State Park. This project will implement repairs and improvements to two (2) existing trail systems including boardwalks, kiosks, and signage. New construction will include ground-level boardwalks, elevated boardwalks, ADA-compliant parking, kiosks, and signage. If selected, Alpha will also assist in construction administration and provide design services for the project while working closely with Canaan Valley Resort



State Park administrative staff and the WVDNR to identify styles and designs for possible future projects. All work will be consistent with the agency's needs, mission and aesthetics.

Project Approach

Your project is special to us because we believe that parks are vital, open spaces which allow community members to connect with nature and each other. We believe that a successful project requires the investment of time by all stakeholders; each person has something to contribute. We will listen to requests, suggestions of the stakeholders and design our concepts with those in mind, while recognizing that plans have to be adjusted to match the realities of the land available. If selected for your project, we vow to continue transforming Canaan Valley Resort State Park into a continuously rewarding location for the surrounding community, the State of West Virginia, and travelers from outside states who are visiting.

Summary

Alpha Associates, Incorporated is happy to submit our Expression of Interest for the Canaan Valley Resort Trail and Parking Improvements Project located in Davis, WV. We appreciate your time and consideration, and we look forward to furthering a successful relationship with the WV Division of Natural Resources (DNR) and the Canaan Valley Resort State Park administration. We would be honored to assist the WV DNR with the improvements mentioned within the CEOI which are needed at the Canaan Valley Resort State Park. We look forward to further discussing your project and showcasing our qualifications. Please do not hesitate to contact me (304) 296-8216 extension 102.

Sincerely,

ALPHA ASSOCIATES, INCORPORATED



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



Two West Virginia Owned and Operated offices in Morgantown and Martinsburg which offer multiple in-house services. Everyone at Alpha Associates, Inc. shares the same goal of exceeding expectations and successfully accomplishing projects.

Architecture

Commercial
Public
Private
Residential

Civil/Structural Engineering

Enhance
Conservational
Leadership

Surveying

Accurate
Clearly Communicated
State-of-the-Art

Alpha's clients are served by a local, unique combination of professionals who provide top-notch architectural design, civil engineering and structural engineering. The Alpha design experience begins with the design staff listening, interpreting, reviewing and designing what you, the client, wants. The conclusion of the design process is not the end of Alpha's involvement in your project. Alpha's staff will stay involved until your project is constructed.

"The engineer always has been, and is, a maker of history."

- James Kip Fitch

Throughout Alpha's decades of practice, our architects and engineers work closely, making history every day. With support from the Alpha Team, one can truly create a sense of place and a proper environment for the built atmosphere.

The firm mantra has always been to "**do good work**" and that philosophy is carried on today.



Hazel Ruby McQuain Park Amphitheater

“Creating client-focused, innovation designs with quality and value that are sustainable and cost-effective”

LOCATIONS:

209 Prairie Avenue
Morgantown, WV 26501
304.296.8216

535 West King Street
Martinsburg, WV 25401
304.264.0051

SITE:

<https://thinkalphafirst.com/>

EMPLOYEES:

21

Webster’s dictionary defines Alpha as **“the first, the beginning”**. In the case of Alpha, the beginning was 1969 and the location was Morgantown, West Virginia. Since 1969, Alpha has earned a reputation for producing exceptional architectural and engineering designs for high profile organizations. By 1995, Alpha’s client base had grown, demanding the need for a second location. The Eastern Panhandle of West Virginia was selected and the planning began.

The Eastern Regional Office is located in Historic Downtown Martinsburg and is conveniently located to serve clients in West Virginia, Maryland, Virginia and Pennsylvania. We continue to raise the bar with a design studio of cross-disciplined professionals that embrace technology and innovation while treating you, the client, with respect and dignity.

As you travel through the region, you will find Alpha’s influence on the built environment, especially in West Virginia. Alpha’s local project success reflects an architectural studio which encourages creativity and flexibility. Continuing the focus of success, Alpha’s architectural and engineering teams are experts with the planning of solutions for complex issues even before facing them head-on. Alpha’s team consists of industry leaders, consistently being called upon for advice and guidance for the future. Alpha Associates, Inc. will surpass all expectations while maximizing the client’s, your, vision.



STATEMENT OF QUALIFICATIONS

Alpha Associates, Incorporated is a local, West Virginia based Architectural/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. Alpha's work is diverse and includes clients in commercial, educational and government facilities, developers and private organizations.

Since 1969, Alpha's team provided architectural/engineering design services throughout the State and even surrounding areas. For over **53+** years, we have worked with numerous local, state, and federal government entities on multiple projects of varying sizes and types. No project is too big or too small for us. Our team of licensed architects and engineers have recent, relevant experience with land assessment, civil/site planning, schematic and design layout, document preparation, and construction/bid administration to complete projects seamlessly.

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 take every step necessary to successfully complete and surpass a given project. We act in the client's best interest.

Everyone at Alpha, no matter the given role, all work towards the same goal of achieving success for not the project but the client too. Our principals are involved with all projects from the earliest stages through to the final completion and even beyond. They will consistently update you on your projects by using effective communication tools to manage the projects and all involved parties. Our skilled staff of architects, engineers, surveyors and administrative personnel at Alpha are professionals dedicated to providing superior services to the State of West Virginia and surrounding areas. While our staff is large enough to handle any size project, our firm is also capable of being small enough to give each and every one of our projects the individual attention to details it deserves. Alpha's local and unique approach to projects ensures success for all our clientele.



North Fork Hughes River Recreational



Belington Trail



Tygart Lake State Park Parking Lot Expansion

SECTION B
TECHNICAL EXPERTISE

SCHEDULE & BUDGET

Alpha Associates, Incorporated takes pride in our excellent track record of producing projects on time and within the Owner's budget.

A project schedule is a dynamic, ever-changing entity. Your project schedule depends on many factors including the preferred construction method, the changes to the project scope, and the unique construction elements utilized.

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) are bid or negotiated, budget, and 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.

Successful Project management depends on 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, is the most effective means of establishing expectations about efforts required by the respective disciplines. The work plan sets forth specific time frames and decision points for Owner and user reviews, comments and approvals.

Alpha's in-house cost estimators, combined with historical knowledge and an excellent relationship with contractors throughout the area will provide the client with the most accurate estimates early in the design process. The estimating process begins at the schematic design phase of the project and develops a line-item estimate of probable construction costs that can be carried through each of the project phases. The project estimate is updated at each phase of design to include a more detailed estimate. Using 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.



CAPACITY & SOFTWARE

OUR CAPABILITIES

Alpha Associates, Incorporated is prepared to commit staff and resources to your project. 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 you with a committed and dependable design team. Our multidisciplinary design team is prepared to meet and exceed the expectations for your project 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 of 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:

- α AutoCAD22
- α REVIT (Editions up to 2022)
- α Civil 3D
- α RISA 3D
- α RISA Foundation
- α MathCAD Prime
- α DJI Phantom 4 RTK Drone
- α Office 365
- α Autodesk Civil 3D
- α Autodesk Suite
- α Autodesk Revit
- α Bentley Open Bridge Modeler & Designer
- α Enercalc
- α AutoTURN
- α TopCON GR5 GPS System
- α TopCON Total Station with Reflector-less Capabilities
- α Carlson Surveyor & Data Collector





MEET THE 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 Associate
Architectural
Designer

Todd Lewis
AIA Associate
Architectural
Technician

Alex Haill
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

Kevin McClung
Engineering
Technician

Terry Higgins
Field
Representative

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

Alexis Petrovsky
Marketing Coordinator

Kim Coolmer
Administrative Assistant

KEY PERSONNEL.

TO BE ASSIGNED TO YOUR PROJECT

All work performed for Canaan Valley Resort's Trail and Parking Improvements 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 you with any potential project need. Richard "Rick" Colebank will serve as the day-to-day contact for the Project Team.



Richard "Rick" Colebank
PE, PS
Principal-in-Charge



Charles "Chuck" Branch
PE, Senior Principal
Civil Engineer



Charles "Charlie" Luttrell
PE, Sr. Principal
Lead Structural Engineer

SECTION C

MANAGEMENT AND STAFFING CAPABILITIES



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
- K J I f 5WXYa mcZ7j j '9b []bYYfg/ &\$&'

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



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 10346

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

Secretary
Frank Gaddy

By
Kenneth H. Means

President
Robert B. Scott



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



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 15056

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]



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

FOCUS AREAS

- 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



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 14172

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. Wickley
Hendrick L. Johnson

Frank H. Haddy
Wm. Faulkner

SECTION D
PROJECT EXPERIENCE



CURRENT STATE PARK PROJECTS.

Hawks Nest State Park Tram Replacement, Fayette, WV

Alpha Associates, Incorporated is the engineer of record for the new aerial tramway for Hawks Nest State Park in Ansted, WV. The Hawk's Nest State Park tram was reaching the end of its useful life and was in need of replacement. The West Virginia Division of Natural Resources once again chose Alpha Associates to provide plans to replace the aging structure. Alpha once again provided full-service surveying, engineering and architectural services, creating several separate bid packages complete the project; a demolition package



to remove the existing tramway, a site preparation and clearing package, a construction package for the new aerial tramway including bidding and construction administration services, and a final finish package to create ADA access to the new terminals and tie the upper terminal into the existing lodge building.

Project Contact:

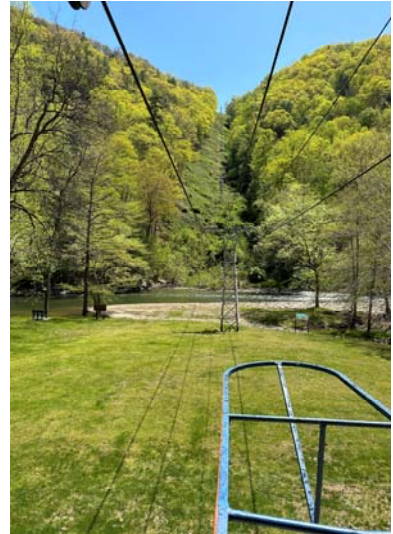
City of Morgantown
389 Spruce Street
Morgantown, WV 26505
304-284-7404





Pipestem Resort State Park Tram Replacement, Pipestem, WV

Much like Hawks Nest, Alpha Associates, Incorporated is the engineer of record for the new aerial tramway for Pipestem State Park in Pipestem, WV. The West Virginia Division of Natural Resources approached Alpha to provide a replacement for its aging aerial tramway. The project included demolition of the existing tramway, a clearing and site preparation package, bidding and construction administration for the new tram replacement and a finish package which provides ADA access to the new tram. This project utilized our full range of services; our survey crews for drone imagery, and topography, our civil engineering staff to establish a new alignment and construction oversight, our structural engineers to provide foundations and support at the new terminals and our architectural staff to develop plans to tie into the existing lodge buildings.



Project Contact:

Elizabeth Williams
WV Division of Highways
1900 Kanawha Boulevard, East
Charleston, WV 25305





CANAAN VALLEY RESORT TUBING CONVEYOR

Canaan Valley Resort State Park

Davis, WV

Services

Engineering Design
Services

Size

N/A

Completed

2021

Cost

\$ TBD

Reference:

Sam England
Canaan Valley Resort
230 Main Lodge Road
Davis, WV 26260

Alpha Associates provided civil and structural engineering design services to prepare the design, construction drawings, bidding assistance and construction administration services for the construction of an approximately 850-foot-long conveyor system for the tubing park at Canaan Valley Ski Resort.

The designs for this project include structural, electrical design, civil design and architectural services. Coordination with the manufacture is key to providing for the owner's features desired at an acceptable price.

Project is currently under construction and anticipated to be completed prior to the ski season.

Dan Flesher was a consultant for this project.



MYLAN PARK – MASTER PLAN

Monongalia County Schools Foundation

Morgantown, WV

Services

Architectural & Engineering Services

Size

300+ Acres

Completed

Multiple Phases

Cost

\$ Multiple Phases

Reference

Greg Morris
889 Mylan Park Lane
Morgantown, WV 26501
304.983.7223

Alpha Associates, Incorporated prepared a Master Plan for the development of Mylan Park Recreation Complex. The Master Plan took into consideration existing facilities, including Miracle Field and additional sports playing fields. Alpha prepared several iterations of the Master Plan, along with colored renderings. The Master Plan continues to adapt, based on funding for the project. Subsequent to the Master Plan Development for the site, Alpha provided Schematic building design and cost estimates for a 168,000 sq. ft. Recreational Facility.

Facilities to be included are:

- α Exposition, meeting halls and dining facilities
- α Soccer Fields
- α Indoor Playing Surfaces
- α Running Track
- α Indoor Swimming Pool
- α Indoor Ice Rink



TOWN OF GLENVILLE CITY SQUARE

Gilmer County Family Resource Network

Glenville, WV

Services

Architectural Design and
Engineering Services

Size

120' x 120'

Completed

2011

Cost

\$ 510,000

Reference

Donna Waddell
115 East Martin Street
Glenville, WV 26351
304.462.7545

Alpha Associates, Incorporated provided architectural and civil engineering design services for the park in downtown Glenville. The park includes 2200 square feet of pavilion, a 20' diameter gazebo, lighting, clock, sidewalk and landscaping.

Civil engineering design services included site design, hardscapes, ADA access to the gazebo, stormwater management, and landscape design and planting plan.

Design was influenced by the anticipated use of the space as a City Park and a potential location for the Annual West Virginia State Folk Festival held in Glenville.



HAWKS NEST STATE PARK – PARK PAVILLION

WV DNR Parks & Recreation

Anstead, WV

Services

Architectural Renovation,
Civil and Structural
Engineering

Size

UNKNOWN sq. ft

Completed

2011

Cost

\$ UNKNOWN

Reference

Brad Leslie
324 4th Street
Charleston, WV 25303
304.558.2764

The picnic pavilion at the Hawks Nest State Park, located off of Route 60 in Anstead, West Virginia, was established under The New Deal. The main goal of restoration was to provide guests with an esthetically pleasing historic site during their visit at Hawks Nest State Park.

Alpha Associates, Incorporated provided plans for the park to restore the pavilion. These plans included the repair and repaint of fireplace and surround wall, cleaning existing foundation drains, clear vegetation away from building, recapping chimney, roof repair, and installation of a waterproof wall to prevent water damage.



NORTH FORK HUGHES RIVER RECREATIONAL DESIGN USDA

Ritchie County, WV

Services

Architectural Design,
Structural and Civil
Engineering and Surveying
Services

Size

23,089 sq. ft.

Completed

2009

Cost

\$ 12 Million

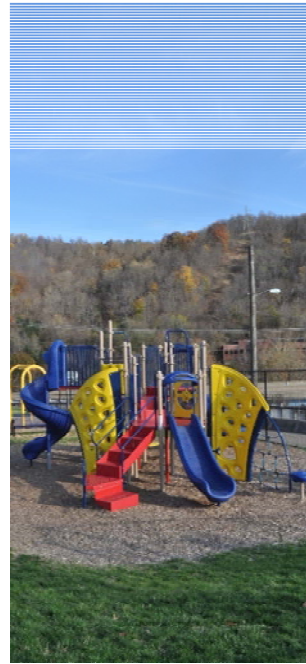
Reference

Sam Ware
91 Boyles Lane
Parkersburg, WV 26104
304.422.9072

Alpha Associates, Incorporated provided architectural design, engineering and landscape design for the implantation of a \$12 million Master Plan for the USDA.

The camping area included:

- α Restrooms and Bath Houses
- α Amphitheatre
- α Trails
- α Parking Areas
- α Check-In Building
- α Water Transmission & Distributor
- α Navigational Aids
- α Camping Areas
- α Picnic Areas
- α Sports Fields
- α Roadways
- α Maintenance Building
- α Sewage Collection & Treatment



EAST WHEELING SPORTS COMPLEX

City of Wheeling

Wheeling, WV

Services

Architectural and Engineering Design

Size

Multiple Spaces

Completed

2014

Cost

\$ 2.1 Million

Reference

Conrad Slanina, City Engineer
City of Wheeling
1500 Chapline Street
Wheeling, WV 26003
304.234.3830

Alpha Associates, Incorporated completed designs for a recreation complex for the City of Wheeling. The project was completed on a one square block area in East Wheeling where the City had recently razed dilapidated structures. The project included an artificial turf field with markings for football, soccer, lacrosse and softball activities. The sloping site required heavy grading operations and a large segmental retaining wall to create the level surface for the field.

Field lighting, a prefabricated concrete restroom facility, basketball court and playground were also made a part of the project. Together, the amenities provide a recreational oasis for the residents of East Wheeling.





TYGART LAKE STATE PARK – BOAT RAMP/ D5 F ? -B; ' @CH RENOVATIONS WVDNR

Grafton, WV

Services

Engineering Design Services

Size

7.5 Acres

Completed

2019

Cost

\$ 2 Million

Reference:

Brad Leslie
324 4th Avenue
South Charleston, WV 25303
304.558.2764

The project at Tygart Lake was designed to greatly improve the existing boating facilities. The two existing ramps were widened and lengthened to better access the lake and extend the boating season.

Parking lot circulation was expanded to allow better access and the small existing gravel lot was enlarged to accommodate 110 parked vehicles and trailers.

Overall, the project has greatly improved the recreational opportunities for the public and provided an efficient, effective boating facility.



TRAIL RELATED PROJECTS.

Hazel Ruby McQuain Riverfront Park Amphitheater & Restroom Building, Morgantown, WV

Alpha Associates, Incorporated provided Architectural and Engineering design services for a restroom facility for the Riverfront Park in Morgantown. The facility included accessory mounting heights to meet ADA requirements, including soap dispensers, waste receptacles and towel dispensers located at ADA required 40 inches above the floor. Grab bars and door openings for compartments to be handicapped accessible were also included. The project was designed to be used year-round with the ability to drain and winter proof the facility.



Alpha also provided a structure to allow a sun and rain shade while viewing the river. The Amphitheater was a geometric form that incorporated a complex structural solution. The roof is arched in two directions and anchored to the ground at four points. The arches of the roof are laminated wood beams connected to the concrete columns with steel plates and tension rods. The wood beams and roof decking, visible from the underside of the roof, are a structural solution as well as an aesthetic tribute to the past industrial age exhibited in the various warehouses and industrial buildings that composed the Wharf District area in the late 19th and early 20th Century.



The project was part of an improvement to the Hazel Ruby McQuain Riverfront Park. The \$550,000 project was completed in 2002 for the City of Morgantown.

Project Contact:

City of Morgantown
389 Spruce Street
Morgantown, WV 26505
304-284-7404



Elkins Coal and Coke Building Restroom Facility for Decker's Creek Rail-Trail, Masontown, WV

Alpha Associates, Incorporated provided design services for the renovation of the Elkins Coal and Coke Building in Masontown, WV. The building was renovated to become a restroom facility for the Decker's Creek Rail Trail. The existing building was constructed in 1907 and had severe roof problems with the structure being exposed to the weather. The entire roof structure was replaced with the existing slate salvaged for use on the renovated building. Today, the Elkins Coal and Coke Building serves as the first public restroom facility along the 19.5-mile trail that extends from the outskirts of Rivesville to Morgantown where it connects to the 29-mile Mon River Rail-Trail.

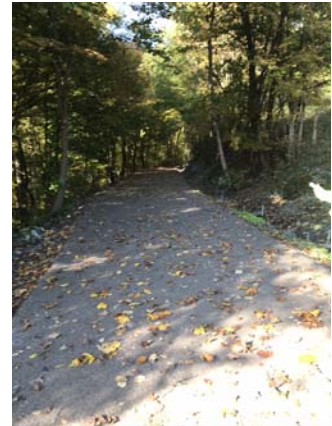


Project Contact:

Ella Belling, Executive Director
Monongahela River Trails Conservancy
268 High Street
Morgantown, WV 26505

Kern Valley Railroad Corridor Trailhead and Trail in Preston County, WV

Alpha is currently providing design services for this trail known as the Kern Valley Railroad Corridor. The trail is approximately 10 miles in length and follows WV State Route 26 beginning in Kingwood and continuing to the Community of Tunnelton. Also known as the Northern West Virginia Railroad, the current trail has not been used in many years and portions will need significant improvements in both the base and the drainage. The intent is to utilize the available funding to construct a trailhead and as much trail as feasible.



Project Contact:

WV Division of Highways
1900 Kanawha Boulevard, East
Building 5, Room 816
Charleston, WV 25305



Pedestrian Bridge 5cross Decker's Creek, Monongalia County, WV

Alpha Associates, Incorporated is providing design services for a new Pedestrian Bridge across Decker's Creek which will connect the Decker's Creek Rail Trail to the parking area near Kingwood Street on the south side of Decker's Creek in Morgantown, WV. The project will provide a bridge of 8 to 10 feet in width depending on budget, either an asphalt or concrete of aggregate connecting trail, bollards and trail signage.



Project Contact:

Patrick Brennan
WV Division of Highways
1900 Kanawha Boulevard, East
Building 5, Room 816
Charleston, WV 25305

Rainelle Recreation Corridor, Greenbrier County, WV

Alpha Associates, Incorporated was tasked with designing approximately 2,000 ft. long walking path in the Town of Rainelle. The path was constructed to reduce the removal of trees and other large vegetation, while still providing a highly walkable trail, which can easily maintained by the town staff. The trail was constructed on rugged terrain, following the US Forest Department Guidelines, and construction utilized existent timber haul roads to the greatest extent possible. The corridor was constructed using Department of Transportation Trail grants.



Project Contact:

Patricia Church
Town of Rainelle
1233 Kanawha Ave
Rainelle, WV 25962



Belington Pedestrian Trail, Belington, WV

Alpha provided design and permitting services for a 2600 linear foot pedestrian trail along the Tygart Valley River between the City Park and Downtown Belington. The Trail will be 6' wide and include safety railing.



Project Contact:

City of Belington
Mayor's Office
PO Box 926
Belington, WV 26250

West Fairmont Rail Trail Extension, Fairmont, WV

Alpha has completed preliminary engineering and design for the West Fairmont Rail Trail in Fairmont, West Virginia. This proposed trail runs from the northern terminus of the West Fork River Trail to the proposed pedestrian bridge in downtown Fairmont.



The City of Fairmont received funding from the WV Department of Transportation's, Transportation Enhancement Grant program for preliminary engineering and property acquisition for the proposed trail. Alpha conducted field reconnaissance, design studies and some land surveying to lay out the alignment of the proposed trail.

Project Contact:

City of Fairmont
200 Jackson Street
Fairmont, WV 26554

APPENDIX

REFERENCES



ALPHA ASSOCIATES, INC.

209 Prairie Ave
Morgantown, WV 26501
304.296.8216

REFERENCES

Elizabeth Williams
WV Division of Highways
Elkins Coal & Coke Restroom Facility
1900 Kanawha Boulevard, East
Charleston, WV 25305
304.285.3209

Conrad Slanina, City Engineer
City of Wheeling – East Sports
Complex
1500 Chapline Street
Wheeling, WV 26003
304.234.3830

Brad Leslie
Tygart Lake State Park
324 4th Avenue
South Charleston, WV 25305
304.558.2764

Ella Belling, Executive Director
Monongahela River Trails
Conservancy
268 High Street
Morgantown, WV 26505
304.692.6782

Sam England
Canaan Valley Resort State Park
230 Main Lodge Road
Davis, WV 26260
304.866.4121

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*

*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:*

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.

Scott E. Thomas Jr.

BOARD PRESIDENT

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.:

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 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.

Alpha Associates, Incorporated

Company



Authorized Signature

September 19, 2023

Date

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

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

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

(Address) 209 Prairie Avenue, 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 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.

Alpha Associates, Incorporated

(Company) _____



(Signature of Authorized Representative) _____

Richard A. Colebank, President & COO (September 19, 2023)

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

(304) 296-8216 / (304) 296-8245

(Phone Number) (Fax Number) _____

rick.colebank@thinkalphafirst.com

(Email Address) _____