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

West Virginia Purchasing Division

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:	1954940	SO Doc Code:	CEOI
Procurement Type:	Central Purchase Order	SO Dept:	0310
Vendor ID:	0000229419	SO Doc ID:	CNR260000005
Legal Name:	MILLER ENGINEERING INC	Published Date:	4/28/26
Alias/DBA:		Close Date:	5/14/26
Total Bid:	$0.00	Close Time:	13:30
Response Date:	05/12/2026	Status:	Closed
Response Time:	16:22	Solicitation Description:	A&E - Chief Logan Recreation Center HVAC
Responded By User ID:	MillerEngineer1	Total of Header Attachments:	1
First Name:	Travis	Total of All Attachments:	1
Last Name:	Taylor		
Email:	ttaylor@millereng.net		
Phone:	304-291-2234		

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:	1954940
Solicitation Description:	A&E - Chief Logan Recreation Center HVAC
Proc Type:	Central Purchase Order

Solicitation Closes	Solicitation Response	Version
2026-05-14 13:30	SR 0310 ESR05122600000007789	1

VENDOR

000000229419
MILLER ENGINEERING INC

Solicitation Number: CEOI 0310 DNR2600000005

Total Bid: 0 **Response Date:** 2026-05-12 **Response Time:** 16:22:48

Comments:

FOR INFORMATION CONTACT THE BUYER
Joseph (Josh) 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:

Professional engineering services

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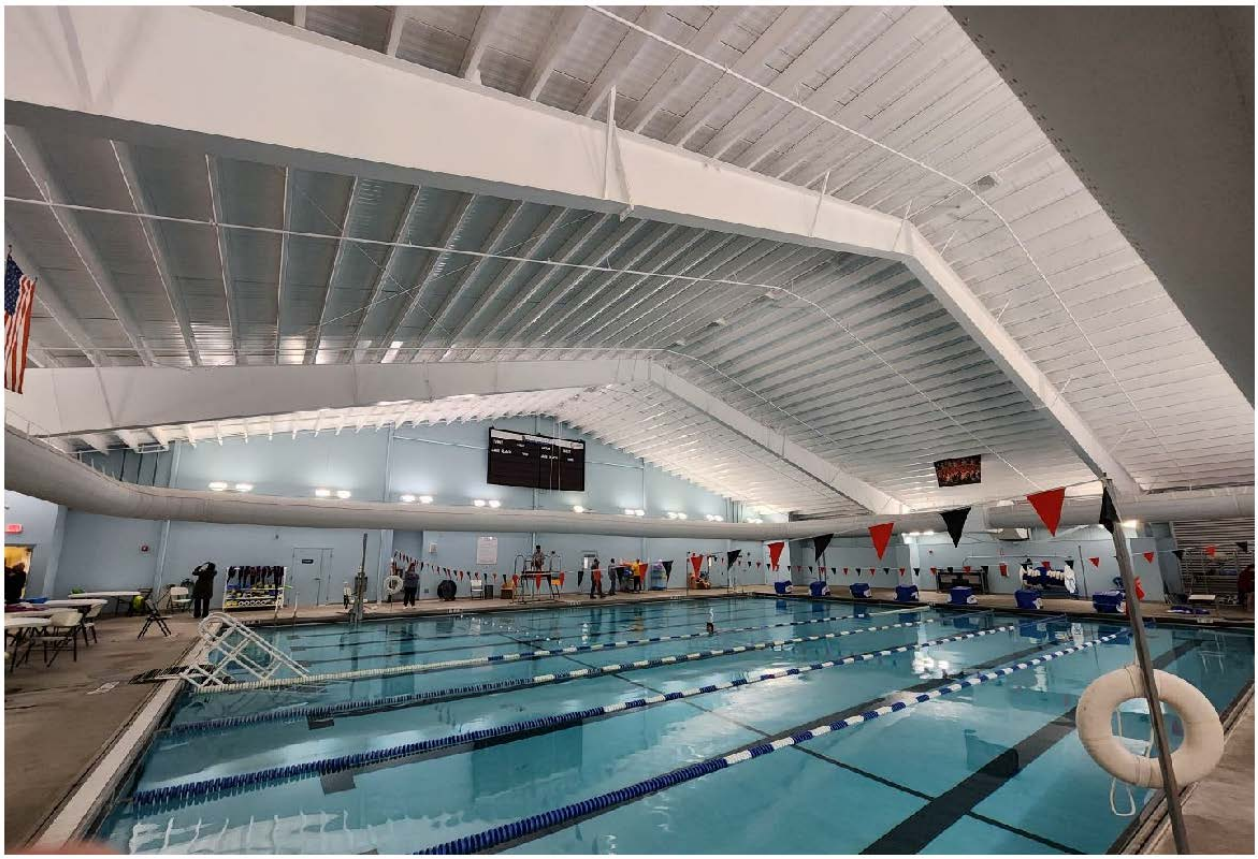
ENGINEERING, INC.

Statement of Qualifications
Chief Logan Recreation Center HVAC
Logan, WV
14May2026



WVDNR CEOI 0310 DNR2600000005

304-291-2234 (ext. 102) | 54 West Run Rd. | Morgantown, WV 26508 | www.MillerEng.net

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The Miller Engineering Difference

We are very pleased to submit our response to the WVDNR Chief Logan Recreation Center Dehumidification System expressions of interest. We have elected to submit as prime consultant due to MEI's past history working with WVDNR and the nature of the project. I will serve as Project Manager and lead the team, closely supported by Travis Taylor. MEI has operated in this role many times before for WVDNR projects including, Cacapon Lodge, Blackwater Lodge, Chief Logan Lodge, various pool and sprayground project, and currently the Cooper's Rock Electrical Infrastructure Project request. We have also served as the prime consultant on many other projects for various clients and state agencies.

We're not your typical MEP firm; we ensure our designs meet very specific, time-tested criteria, including but not limited to being constructible, operable, and maintainable. We want to set up our clients to be self-sufficient, but we work to be available every step of the way.

Every project we do has a particular set of standards which we must apply, and this is no exception. We see our diversity of previous work as an advantage as we do not use "cookie cutter" design or presume we have all the answers when we start.

Our hands-on staff takes great pride in their construction and operations backgrounds, which help us visualize the project as it would be built instead of just lines on paper. We don't sit clients down and lecture to them about what they're going to get; we listen to them so we can strive to deliver exactly what they want and need. It costs too much time and money (for both our clients and us) to not deliver exceptional service every single time, and we work tirelessly to keep projects on time and on budget. We're proud to say that our change order percentage over the last 10 years is less than 0.1%, and that's not just a statistic; it's a proclamation of our commitment and determination to make sure things are done right the first time, every time.

While MEI's portfolio covers all types of construction, the majority of our projects are focused on renovations. We have delivered several renovation projects for WVDNR throughout the park system as can be found in the attached response. Montum Architecture is part of the team if any architectural services are deemed necessary. MEI has delivered many successful projects as part of a team with Montum including several WVANG projects.

We encourage you to contact any of our references to gauge our level of commitment, not only through design but continuing through construction administration, and beyond the warranty period.

I would like to personally thank you for affording Miller Engineering the opportunity to propose on for Chief Logan Recreation Center Dehumidification System project and we look forward to the chance to discuss the project in an interview.

Best Regards and Good Luck on the Project,

Craig Miller, PE
President/Owner
Miller Engineering, Inc.

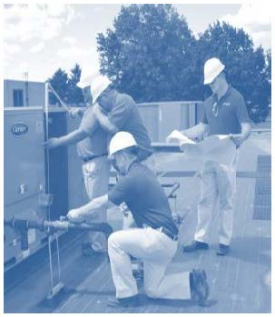
MILLER
ENGINEERING, INC.

Firm Profile

MILLER ENGINEERING is a solely held (S) corporation owned by Craig Miller PE, President. The corporation maintains a Certificate of Authority with the WV State PE Board and has carried professional liability insurance since its inception. Neither the firm nor its professional engineers have ever faced disciplinary action in any form from the states in which they are registered.

Our engineered solutions involve a detailed assessment process: investigation, observation, communication with stakeholders, system analysis, building modeling and engagement from our entire team. We approach each and every project with this process and the guiding principle that buildings are designed to be livable, maintainable, and function well in their intended purpose.

Over the past 23 years Miller Engineering, Inc. (MEI) has engineered solutions for over $100M plus in MEP system upgrades, repairs and renovations for projects of all scopes and sizes, with clients ranging from private owners to local and state governments. With a strict attention to detail and commitment to delivering a job done well and done right the first time, every time, ***MEI has accumulated a change order percentage of less than 0.1% over the past 18 years****.*



Our team has unique skill-sets regarding engineered renovation solutions. Each member of the team has hands-on mechanical system experience including installation, construction, design and maintenance.

Miller Engineering takes pride in being ***different by design****, and that difference shines through in all phases of our work and continued relationships with our clients.*

- Experienced and Licensed Professional Engineers
- Quality, Value-Engineered Project Delivery
- Qualified Construction Representative on Staff
- LEED-AP Certified
- Below Industry Change Order Status
- Building Information Modeling
- Emergency Facility Response -24/7/365

Engineering Design and Consultation

- Mechanical
- Electrical
- Plumbing
- HVAC Design
- Renovation
- New Construction
- Building Information Modeling

Facility Utilization
Systems Assessment & Solutions
Adpative Re-use
Planning/Life-Cycle Control
Engineered Replacement

Construction Administration
Maintenance/Facility Improvement Plans
Contract Administration
Code Observation

Communication Systems
Intercomm & Public AddressVoice/Data/CATV
Urgent Response

Energy
Power Supply (main & backup)
Green & Renewable Consulting
Systems Utilization & Upgrades
Sustainable Solutions

Life Safety Inspection/Design
Fire Protection & Alarm Systems
Access Control
Fire & Electrical Investigation

Industry Experience
Education
Local & State Government
Commercial Development
Healthcare
Public Pools (indoor & outdoor)
Department of Parks & Recreation

Aquatic Facility Design
Public Pools & Areas
ADA Compliance
Indoor & Outdoor (air flow)
Chlorination/Filtration

304-291-2234 (ext. 106) | 54 West Run Rd. | Morgantown, WV 26508
West Virginia | Pennsylvania

Section C: Project Team Roles

MILLER ENGINEERING

Craig Miller, PE	President, Principal, Project Manager, Point of Contact
Travis Taylor, PE	Lead Engineer
Tyler Trump	MEP Designer, El. Designer
Mason Layhue, FE	MEP Designer

MONTUM ARCHITECTURE

Tom Pritts, AIA	President, Principal
Jordyn Henigin	Design Professional

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SECTION B – PROJECT GOALS

GOAL1: Evaluation and Feasibility

Evaluation will begin by performing follow-up site evaluations based on our previous site visits over the years. We will review all our previous notes and make new observations and evaluation of the current status of the dehumidification system. We will report our findings, make initial recommendation for system replacement and review the initial estimate and budget as we grow our understanding of the project. The evaluation will be the first step in scope definition as we document what we observe and consider design requirements. While this would seem to be a replacement of equipment, there are some subtleties in pool environments that must be taken into account. Also, there will likely be changes to the system to meet current codes and standards, along with best industry practices. Additionally, we will review the condition of the pool filtration and sanitizing systems as the condition of the water in the pool directly effects the condition of the air in the space.

While construction implementation is very important, the need to design a system which is both operable and maintainable in the future is key, and is a function of the feasibility phase. All of this information will fold into the plan presented to the owner and then contractors as part of the bidding documents.

Initial construction schedules and estimates/budgets will be created and any decisions, by either the owner or design team, will be reflected by updating the estimate. Often, budget overruns are caused by many smaller "scope creeps", and monitoring the budget keeps the entire team informed of the impact of decisions. Progress drawings and designs will be presented and submitted in accordance with agreed upon, and regulatory, requirements.

GOAL 2-SERVICES: Project Design Services

Project Management will be provided with a single point of contact for the duration of the project, Craig Miller. Craig will be supported by Travis, Tyler, and Mason. He will be lead for all meetings, design, development of design schedules, and coordinate the design team efforts. The key to managing expectations, and a clear understanding of the scope and goals by all involved, is honest communication throughout the project. This will begin with the initial conversations related to Rec Center operations and logistics. The discussion is documented by meeting minutes, emails, and memos. The project design schedule includes time for reviews and a best estimate of construction time, factoring in equipment delivery times. The design schedule will incorporate goals, or milestones, to keep the design on track. Like the estimate, the schedule has a living component to be monitored and adjusted when the schedule is affected by forces beyond the project team's control.

The key to meeting our client's goals and objectives is communication and documentation throughout the design and construction administration process. MEI approaches a project with a team mindset that focuses on honestly and straightforward communication. We work to create a team of all the players on the project. In this particular case, the team members have worked on various projects together, so WVDNR and MEI are known to one another. By building on this relationship history, and incorporating the contractor after bidding, the flow of information is more effective, leading to a better project result. Our "boots on the ground" approach flows from beginning to end of the project. The team will utilize the following methodology to implement the project design:

Schematic Design

Once the site evaluation is initially complete the team will meet with the owner. The meeting will involve all stakeholders to gain an understanding of the intended project outcomes. MEI will discuss items which will affect the renovation including changes in standards and codes, DNR needs and concerns, current deficiencies and issues, operating methods, operating costs, and construction timeline phasing. MEI will incorporate input from all stakeholders selected by DNR. MEI will initiate an issues tracking matrix to follow concerns throughout design. It incorporates information shared by all team members and is modified and signed off by MEI as concerns are resolved. We have found this method to be highly effective in complex projects. Schematic meeting minutes are kept and distributed with open items are recorded on the matrix. Schematic drawings are also prepared as needed.

Schematic review will also include review of any applicable regulatory, safety, and security requirements. Miller Engineering's staff has backgrounds in construction, maintenance, and operations which provide a unique perspective as we do not just think "Will it work?" but also consider "How will it be installed?" and "How well can it be maintained to work as intended?" A majority of MEI's past projects include renovations which must be phased as the owner still occupies the facility. MEI will work with the owner to determine how and when the stations will be renovated to minimize risk during

construction, and incorporate these into the project. The initial schematic design will be the basis of the 35% documents. MEI will provide cost estimates using real material quotes and take-offs to convey projected costs to the owner.

Design Development

MEI will take input from the owners, and regulatory agencies, based upon review of the 35% design documents and proceed to design development. MEI will continue our conversations with DNR as we work through the “nuts and bolts” of the project. We will not wait until the next meeting to speak with the stakeholders if questions arise. Our philosophy is that the sooner issues are brought forward and addressed, the less they cost to the project in time and money. The estimate will also be updated regularly as MEI treats the working estimate as a "living” document. Any changes or inputs from the owner, as well as other changes which arise, will be reflected in the living estimate. MEI believes in giving the owner the information necessary, including budgetary effects, to make informed decisions regarding the design. We will be working with regulatory agencies, formally and informally to resolve concerns as early as possible. Typically, the design development drawings are around 65% complete and the project specifications are beginning to take shape. We know what systems and equipment we are designing around and are discussing costs and lead times with equipment supplier. The feedback on the progress set will be incorporated into the construction documents and incorporated into the concerns matric. Design continues as we proceed into constructions documents but typically, we are providing documents which approach bidding level at the 65% submission.

GOAL 3-DELIVERY: Bidding Documents and Construction Contract Administration

Construction Documents

The construction documents will be completed using both the results of the progress set reviews and internal peer review. The goal of these documents is to prepare the basis of a legal contract for construction by a competent contractor. MEI understands that while working on a project, engineers and designers can get "tunnel vision", meaning they see what they want to see reflected in the documents. All drawings and specifications issued by Miller Engineering go through a three step peer review internally, and within the team, to ensure the intent of the documents is clearly transmitted. The final 100% construction documents, with completed agency reviews, is issued to the owner for bidding, in which we will assist, along with our best estimate of probable cost.

Quality Assurance is seen as a proactive approach whereas Quality Control is reactionary to previous issues. We strives to develop Quality Assurance methods in projects by incorporating best practices in all aspects of the project design. Our size allows us to self-monitor in real-time, avoiding the blinders that can come with larger organizations. Our communication protocols help assure high quality results across our entire team. Systematic decision-making guide by our concerns matrix, rather than checklist, cookie cutter design, allows the design to grow organically to the various parameters while ensuring the needs are met. Peer and interdisciplinary document reviews are regularly scheduled events.

Bidding Phase

During bidding, Miller Engineering will assist the owner to successfully procure bids for the upgrades. MEI will be present during the pre-bid meeting to discuss the technical scope of work for the project. Any technical questions from contractors or vendors to the owner during bidding will be answered by MEI. MEI will provide addendum documents as needed. MEI will also assist in reviewing bids and making recommendations to the owner. We have completed many publically bid projects, and understand the requirements associated with competitive procurement.

Construction Phase

After bids are received and the contract awarded, MEI is not a firm that disappears until the final punch list. The team will provide thorough construction contract administration (CA) services as agreed upon with the owner. We will be present for a construction kick-off meeting to make sure the project gets off on the right foot. For this project, we envision a detailed scope and schedule review prior to the kick-off meeting. Our team will review submittals and work with the contractor to expedite the longest lead items. MEI believes in conducting construction progress meetings and making both formal and informal site visits to keep the project on track. Meeting minutes are prepared and action items are tracked to the responsible party. Our background in construction and operations allows us to understand the sequencing of construction in the field to better aid the contractors when questions arise.

One of MEI's main tenants is that any requests for information (RFIs) submitted by the contractor should be reviewed and answered within one business day, if possible. This is because we understand that delays in RFI responses can lead to additional costs and construction delays. If necessary, we will provide an informal answer and follow up with the formal response to keep the project rolling. During progress meetings and site visits, any issues discovered by MEI will be relayed to the owner and contractor immediately to prevent delays. Another company standard is for our staff to be present for outages, major installations/lifts, equipment start-up, and owner training. While these events often occur at the very end of the project, they are critical to ensure the new systems operate as designed. MEI will be on hand for these types of activities to quickly answer any questions and confirm these items are performed properly in accordance with the construction documents.

We treat punch list as a process, not as a document. By spending time on site throughout the project in our “boots on the ground” approach, we work to “pre-punch” the project on site and reduce last minute delays, concerns, or conflicts. MEI photo documents punch list items and all the items are required to be verified by the individual making the correction, and then accepted by the design team and Owner.

Ensuring the Owner has solid project record documentation is particularly important to long term maintenance and operations, MEI requires production of detailed Operations and Maintenance (O&M) materials, and thoroughly reviews the submitted documents with an eye to the future. MEI will monitor the record drawings “red-lines” on site during the project.

Post Construction

In addition to the punch list process, MEI believes in following the project through the warranty and beyond. We write an 11th month contractor warranty walk-through into all our specifications. This helps to ensure that the warranty requirements have been met and any issues that have developed since final completion are documented and addressed before the warranty expires. We have interceded beyond warranty on the Owner’s behalf with equipment issues or situations involving unaddressed latent defects.

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SECTION C – Qualifications, Experience, and Past Performance

ITEM 3:Experience – Statement of Qualifications

HVAC Projects

We have designed many projects which were principally mechanical and HVAC in nature. The pools and accompanying HVAC systems at Cacapon Lodge, Blackwater Falls, and Twin Falls are among those we have previously worked on for WV DNR. MEI predominantly design retrofits and repairs of systems in existing buildings; much like the Chief Logan Rec Ctr.

One current project in construction is the Chief Logan Lodge HVAC renovation. This project began with an emergency response to failed equipment. Our history with an equipment supplier lead to replacement of the 2 most critical system with “scratch and dent” rooftop units in three days, avoiding the industry average 26 week lead time. The follow on project is implementing a two building HVAC renovation which is replacing the rooftop units with chilled and hot water (CHW) glycol rooftops. Smaller DX R22 units are being replaced with CHW units. The kitchen HVAC is being upgraded and the pool packaged unit is being replaced with a CHW system.

Dominion Post HVAC Replacement
WV B36 HVAC Renovations
Morgantown City Hall Boiler Replacement
Canaan Lodge Kitchen & Pool HVAC Corrections
Canaan Lodge Emergency Chiller Replacement
Pipestem Lodge Emergency Boiler Replacement
Boreman Hall Kitchen Replacement
WV B25 HVAC Piping Replacement
WV Building 22 2nd Floor Data HVAC
WV ARNG Maclin Hall MAU Upgrade
WV B54 Emergency Rental Chiller
Camp Dawson HVAC
Potomac State Nursing Lab
WV GSD Bldg 3,11,54,86 COVID Assessment
Mon County Schools HVAC Upgrades (Suncrest Middle, Cheat Lake Middle, North Elementary, Westwood Middle, Mountainview Elementary, ALC, Dorsey Elementary, & MTEC)

Multidiscipline Projects

MEI has successfully completed numerous multiple discipline projects, many as prime consultant, including mechanical, electrical, plumbing, fire alarm, fire protection, site utilities, data, and security/access. Predominantly renovations, most were performed while the buildings remained occupied. We have implemented renovations to WV State Building 25 in Parkersburg as multiple projects over the last 10 years which include a water source heat pump piping and fluid cooler replacement, storage space conversion to office space. We currently have a heat pump replacement, post Covid upgrade of the building outside air system in construction and a building wide electric and lighting upgrade in bidding. The Capacon Lodge Addition and Renovation project increased the lodge by some 300%, adding rooms, a meal prep and catering kitchen, guest spaces

and amenities including an indoor pool. The HVAC, electrical, plumbing, fire alarm and data systems in the original lodge were wholesale replace, high voltage utilities were relocated, and new fire protection systems were added. The original medium pressure steam boiler system was replaced with high efficiency hot water boilers, and a new central chiller was added.

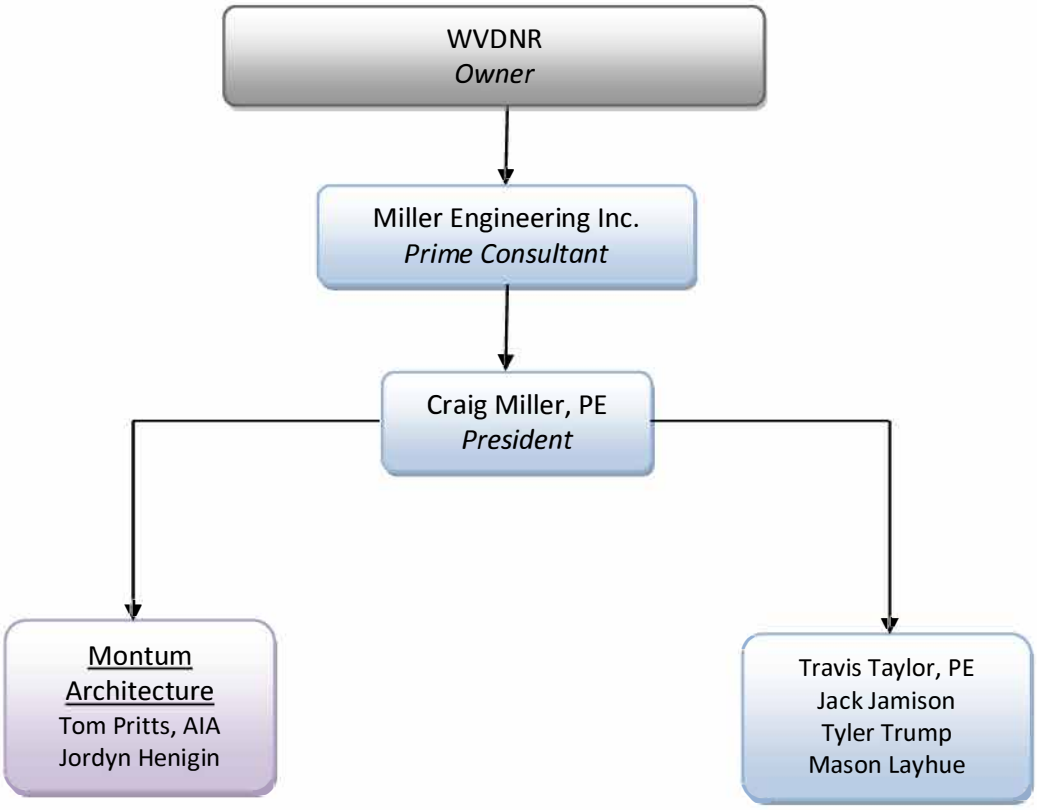
One new construction project we are particularly proud of is Advanced Surgical in Washington PA, a fast-track design-build project. The facility includes open heart level surgical suites, imaging and diagnostic, pre and post anesthesia, therapy, overnight stay patient rooms, and offices. The project went from design start to full certification in nine months. We have been informed the PA Dept. of Labor uses the facility as a demonstration facility to train new inspectors. Other multiple discipline projects include:

Mineral County Courthouse Renovation
Potomac State Nursing Lab Conversion
Alderson Broaddus Withers Hall
WV DOH District 7 new Multipurpose/ Lab Bldg.
Wesley UMC Renovation
Blackwater Lodge Renovation
South Middle HVAC Renovation

Our experience includes projects in campus environments where multiple facilities on the same site require work. One recent project, the WV Capital Complex Central Chiller Plant Modifications, lowered utility costs by the addition of two 1-megawatt 4,160 volt natural gas generators to drive plant chillers to limit utility demand and provide cooling redundancy during power outages or weather events. A new building houses additional 4,160 volt switchgear interfacing the generators to the existing plant and large heat exchangers and pumps which utilize the plant cooling towers for waterside free cooling. The project also installed automatic transfer switchgear lineups on the primary feeders to provide redundant utility feeds and a 750KW 480 volt generator master planned to a recently renovated building to serve as an emergency center.

MEI is currently work with Montum Architecture on renovation to the Mineral County Courthouse campus. The renovation project is addressing space, life safety, deferred maintenance, ADA access, and building infrastructure concerns in the courthouse and the Annex. Additionally, the Annex building is being renovated and a second story added to house the Sheriff's office and support functions. We have completed a number of projects at Pipestem State Park including the Lodge Chilled Water Interconnect, Outdoor Pool and Bathhouse Evaluation and Repairs, Electrical Switchgear Emergency Repairs and Replacement, Lodge HVAC Piping Repairs, Swimming Pool Evaluation and Repairs, New Park Sprayground, Campground Utility Upgrades, Pro Shop HVAC and Roof Replacement, Lodge Chiller Repair, Tram Repairs, and Lodge Fire Alarm Replacement and Electrical Corrections. A fire alarm replacement for the Visitors Center, Lower Tram, and Wolf Creek Lodge is currently in closeout.

Organization Chart –Design and Construction



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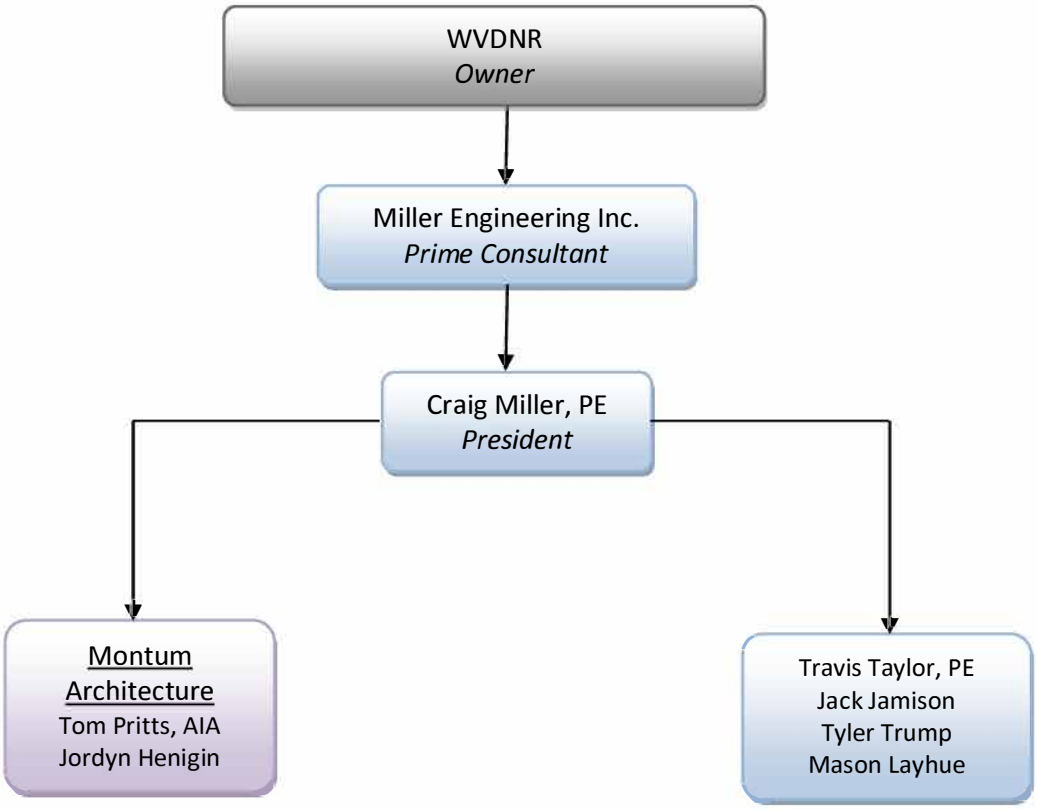
Organization Chart –Design and Construction



B. Craig Miller, PE

Craig founded Miller Engineering in 2003, and serves as President and Principal Engineer. He has more than 40 years' experience in design, specification, operations and project management. During his employment with WVU, Craig was directly involved with approximately $130 million in new capital construction. His experience with a wide range of projects including HVAC, electrical, plumbing, infrastructure upgrades, building automation, energy efficiency and maintenance/renovation, among others, allows him to serve in multiple capacities within a given project. Craig will serve as the "Relationship Manager" for Miller Engineering as the main communication interface between the Owner, the design team, contractors and end users.

Project Role: Relationship Manager – Primary Point of Contact

- *Engineer in Responsible Charge*
- *Design and Project Management of Mechanical, Electrical, Plumbing Projects*
- *Concept and Construction Design*
- *Business Operations and Financial Management Oversight*
- *Quality Assurance and Control*

Professional Project Highlights

- Morgantown High School Area 4 HVAC Renovations
- WVU Life Sciences Building and Student Recreation Center – Owner's Engineer
- WVANG Bridgeport FWAATS Restroom Renovations
- ChalleNGe Academy Maclin Hall Make Up Air Unit Replacement
- Advanced Surgical Hospital
- Camp Dawson FMS4 Fire Protection
- Chief Logan Lodge HVAC Renovations
- WVANG Child Development Center HVAC Upgrades
- Cacapon Lodge Addition & Renovations

Professional History

2003- Present	Miller Engineering, Inc.	President, Relationship Manager
2002-2003	Casto Technical Services	Existing Building Services Staff Engineer
2001-2002	Uniontown Hospital	Supervisor of Engineering
1995-2001	West Virginia University	Staff Engineer
1990-1995	BOPARC	Caretaker – Krepps Park
1983-1988	University of Charleston	Electrician/HVAC Mechanic

Education

1995	West Virginia University	BS- Mechanical Engineering
1988	University of Charleston	BA- Mass Communications

Licenses and Certifications

- Professional Engineer (West Virginia, Pennsylvania)
- Licensed Master Plumber
- LEED-AP Certified

Travis Taylor, PE

Experience in project management facilitates Travis's ability to create and design constructible projects. Prior to joining the Miller Engineering team he was directly responsible for managing $10 million in electrical construction projects. His experiences encompass both new construction and renovation. Travis maintains professional competencies by attending seminars and continuing education classes. These include local ASHRAE classes in addition to classes on electrical systems, and also steam systems through Shippenburg Pump Company. As lead engineer he provides HVAC, mechanical, plumbing, and electrical design solutions and services for our clients. In addition, he is part of our team's complete assessment process in both planning and MEP design through construction administration.

Project Role: Lead MEP Engineer

- *Design of Mechanical, Electrical, and Plumbing Systems*
- *Building Information Modeling - Revit*
- *Constructible Materials Evaluation*
- *Site Evaluation and Mechanical System Review*
- *Submittal and RFP Review*
- *RFI Coordination, Review, and Response*
- *Construction Observation*

Professional Project Highlights

- WVANG Bridgeport FWAATS Restroom Renovations
- WVANG USPFO Buckhannon Restroom Renovations
- Camp Dawson FMS4 Fire Protection
- WVANG Jackson County AFRC Canopy
- WV State Building 25 (Piping, HVAC, Lighting)
- Mineral County Commission Facility Additions & Renovations
- Blackwater Falls Lodge Renovations
- WVANG Child Development Center HVAC Upgrades
- Huntington Floodwall Automation

Professional History

2011-Present	Miller Engineering, Inc.	Staff Engineer
2006-2011	Tri-County Electric, Co.	Project Manager
2006-2006	Schlumberger	Field Engineer Trainee - MWD

Education

2006 West Virginia University, BS – Mechanical Engineering

Licenses and Certifications

- Professional Engineer - State of West Virginia, Maryland
- OSHA 10-hour Course: Construction Safety & Health

Tyler Trump

Tyler joined Miller Engineering in August 2022. A recent graduate of West Virginia University, he has been eager to learn the means and methods of MEP consulting. Tyler assists the MEP design team with design calculations and is rapidly learning design software such as Autodesk REVIT and Hourly Analysis Program by Carrier. He is also learning construction administrations along with building, electrical, and plumbing codes and standards. Tyler is currently preparing to take the Fundamentals of Engineering Exam.

Project Role: Junior Engineer

- *Design Calculations*
- *Drafting of MEP Systems*
- *Assist with Construction Administration*

Professional Project Highlights

- Cass Scenic Railroad State Park Campground
- Lost River Campground
- WVANG Child Development Center HVAC Upgrades
- USPFO Buckhannon Restroom Renovations
- WV Building 25 Lighting Upgrades
- Ronald McDonald House Morgantown Addition & Renovations
- McKeever Lodge Boiler Replacement
- Chief Logan Lodge HVAC Renovations
- ChalleNGe Academy Maclin Hall Make Up Air Unit Replacement
- Patriot Guardens Electrical Design

Professional History

2022- Present Miller Engineering, Inc. MEP Designer

Education

2022 West Virginia University, BS – Electrical Engineering

Licenses and Certifications

Mason Layhue

As an engineer, Mason Layhue has overseen mechanical, electrical, plumbing, and HVAC projects of varying scope and size. These projects have provided Mason with experience in construction and practical, constructible design for both new construction and renovation projects. Mason is currently preparing for the Fundamentals of Engineering examination. He provides HVAC, Mechanical, Plumbing, and Electrical design services for Miller Engineering, along with planning support and construction administration as part of the firm's complete MEP assessment and design process.

Project Role: MEP Engineer

- *Design of Mechanical, Electrical, and Plumbing Systems*
- *Constructible Materials Evaluation*
- *Site Evaluation and Mechanical System Review*
- *Code Compliance Reviews*
- *RFI Coordination, Review, and Response*
- *Construction Observation*

Professional Project Highlights

- Ford Blue Oval Battery Plant, Central Utilities Plant
- Williams College TES Tank
- Towson De-carbonization
- Charleston Capitol Building Complex Cooling Tower Replacement
- Architect of the Capitol, Underground Fuel Storage Tank Replacement
- Fairfax Hospital HVAC Renovations
- Facebook Data Storage Building

Professional History

2026-Present	Miller Engineering, Inc.	MEP Designer
2025-2025	RMF Engineering	Mechanical Drafter
2023-2023	Intermountain Electronics	Mechanical Drafter

Education

2025 West Virginia University, BS – Mechanical Engineering
2025 West Virginia University, BS – Aerospace Engineering

Licenses and Certifications

- OSHA 10-hour Course: Construction Safety & Health

Montum Architecture, LLC Firm Profile

Who We Are.

Montum Architecture, LLC was founded in 2017 to provide architectural design and consulting services. Montum Architecture is a Limited Liability Corporation filed in the state of West Virginia. The company is also registered in the State of Maryland as a foreign LLC. Montum is staffed by a licensed principal architect and a design professional. They work manage projects together, from conceptual to construction administration, allowing the utmost coordination of building plans and specifications with minimal potential for miscommunication.

Our Services

Government	Planning
Institutional	Building Assessment
K-12 schools	Architectural Detailing
Higher Education	Specification Writing
Multi-Dwelling	Contract Administration
Medical	Design/Bid/Build
Retail	Renovation
Emergency Services	Renderings
Automotive	Life Safety Evaluations
Financial	Design/Build
Warehouse	Project Management

Why Choose Us.

Communication

Tom Pritts will be the primary point of contact for Montum's architectural services. Montum will manage communication with the Owner, Contractor, and sub-consulted team of members on this project.

Project Budget

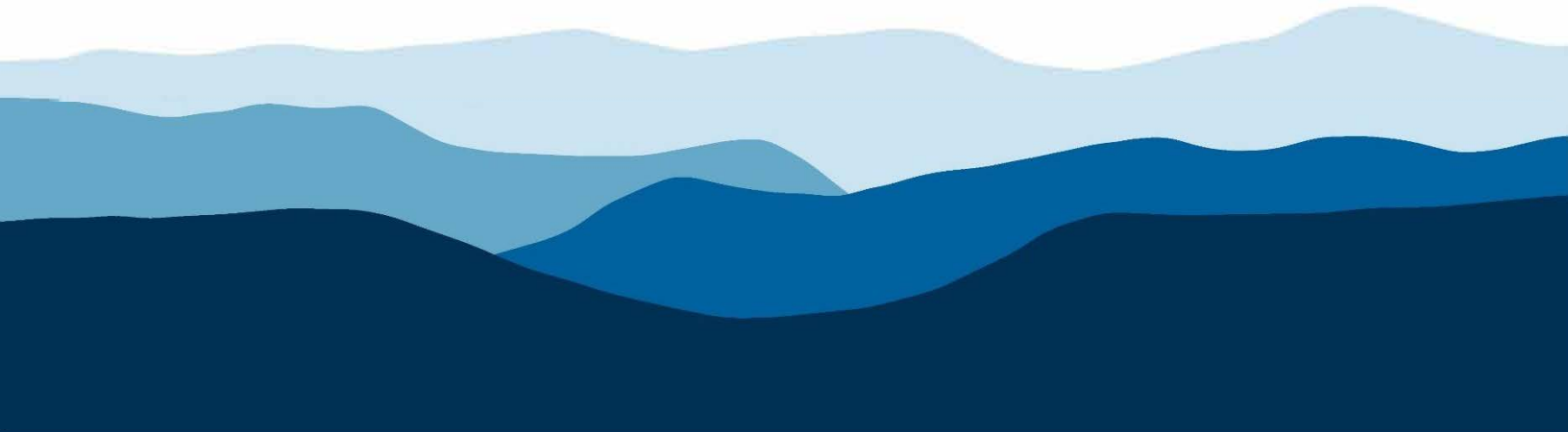
Previous work experience has shown a consistent +/-2%bid-to-budget ratio.

Project Schedule

Montum will monitor and adjust the design tasks in order to complete the design work in the established timetables. They will also work diligently during project construction to maintain the contractual constraints placed as part of the contractor's bid.

Design Software

Montum utilizes Autodesk Revit for all design projects incorporating three-dimensional modeling and parametric reporting. Existing condition documentation includes drone imaging, 360 camera shots, and handheld LiDAR telemetry.



Montum Architecture

Thomas Pritts, AIA, LEED-AP, CSI-CCS

Tom founded MontumArchitecture in 2017. He has more than 15 years experience in design, specification, and project management. During his former employment, Tomhas designed and managed dozens of built projects.His experience encompasses a wide range of projects including K-12 and higher education facilities, financial Institutions, emergency services buildings, and automotive dealerships. A native of Mineral County, Tom is member of the West Virginia Chapter of American Institute of Architects and was involved in the establishment of the US Green Building Council's West Virginia chapter. He is highly skilled in the design of complex building systems, technical construction detailing and specifying, and construction contract administration. These skills were critical in the development and maintaining of many multi-year, multi-project relationships with Clients in his previous employment.

Project Role: Relationship Manager – Primary Point of Contact

- Principal in Charge
- Design and Project Management
- Concept and Construction Design
- Quality Assurance and Control

Professional History

2017- Present	Montum Architecture	Architect
2004-2017	Alpha Associates	Associate and Architect
2003	Marshall Craft Associates	Architectural Intern

Education

2004	Virginia Tech	Bachelors of Architecture

Licenses and Certifications

- Licensed Architect (West Virginia, Maryland)
- NCARB Certificate
- Construction Specifier Institute – Certified Construction Specifier
- LEED-AP Certified
- Part 107 Remote Pilot
- 30-hour OSHA Card

Associations and Memberships

- American Institute of Architects
- Mineral County Chamber of Commerce – 1st Vice President

Professional Project Highlights

- Potomac State College – Bachelor of Nursing Renovation
- Wyoming East High School HVAC Renovation – Wyoming County Schools, WV
- Mountainview and MTEC HVAC Renovation – Monongalia County Schools, WV
- Berkeley Springs State Park – Pool Bathhouse Roof Replacement
- Berkeley Springs State Park – Old Roman Bath Renovation
- Blackwater Falls State Park – Boiler Room Renovation
- Our Lady of the Mountains Parish – Bathroom Renovation
- Mountain View Assembly of God – Rec Hall Ceiling Design

Montum

Architecture

Professional Project Highlights (former employment built projects)

- Potomac State College – ADA Connector Building, Church-McKee Plaza, Shipper Library Façade
- WVU Engineering Sciences Building – East Wing Addition, 10th Floor Fit-Out, Basement Renovation
- WVU Engineering Research Building – G07 & G08 Renovation
- WVU Equine Education Center
- WVU College of Physical Activities and Sports Sciences/ Student Health Center
- WVU Center for Alternative Fuel Engines and Emissions
- WVU Colson Hall Water Infiltration Repairs
- WVU Mountainlair Water Infiltration Repairs
- WVU Chemistry Research Laboratories Fit-Out
- WVU Creative Arts Center Wheelchair Lift
- Alderson Broaddus University –Pyles Arena Deck Replacement
- Glenville State College –Morris Stadium Skybox
- Washington High School, Jefferson County Schools, WV
- Pineville Elementary School, Wyoming County Schools, WV
- Huff Consolidated School, Wyoming County Schools, WV
- Aurora School Addition, Preston County Schools, WV
- Riverview High Field House Design-Build, McDowell County Schools, WV
- Safe School Entries, Monongalia County Schools, WV
- Morgantown High Elevator, Monongalia County Schools, WV
- 2010 Comprehensive Education Facilities Plan- Monongalia County Schools, Wyoming County Schools
- Clear Mountain Bank Branches, Oakland, MD - Reedsville, WV - Kroger-Sabraton, WV
- Grant County Bank, Petersburg, WV
- Fairmont Federal Credit Union, Bridgeport, WV
- Freedom Ford, Kia, and VolkswagenAutomotive Dealerships, Morgantown and Clarksburg, WV
- Jenkins Subaru Addition, Bridgeport, WV
- Elkins Fordland Renovation - Elkins Chrysler Dealership, Elkins, WV
- Harry Green Nissan Design-Build, Clarksburg, WV
- Cool Green Automotive Addition and Renovation, Shepherdstown, WV
- Veteran's Affairs – OI&T Office Fit-Out, Shepherdstown, WV
- OPM, Eastern Management Development Center Addition, Shepherdstown, WV
- National Energy Technology Laboratory – Building B-8 Roof Replacement, Morgantown, WV
- US Coast Guard – Conference Room Renovation, Martinsburg, WV
- Eastern Panhandle Transit Authority Addition, Martinsburg, WV
- Cacapon State Park – Old Inn HVAC and Interior Renovation
- WV National Guard - Armory Office Fit-out, Parkersburg, WV
- South Berkeley Fire Station, Inwood, WV
- Jefferson County Emergency Services Agency – New Headquarters
- Berkeley County Ambulance Authority – South Station Renovation and Addition
- Poolhouse Renovation, McMechen, WV
- Community Center, Ridgeley, WV
- Wastewater Treatment Plant Renovations, Martinsburg, WV
- Public Works Building, Fairmont, WV
- Oatesdale Park Little League Fields, Martinsburg, WV
- St. Luke Canopy Replacement, Morgantown, WV
- Freshwater Institute – Aquaculture Building, Shepherdstown, WV
- Clarion Hotel Renovation, Shepherdstown, WV
- Shenandoah Village Apartments – Façade and Deck Replacement, Martinsburg, WV
- Regional Eye Associates/ Surgical Eye Center, Morgantown, WV
- Bavarian Inn – Infinity Pool/ Pool Bar, Shepherdstown, WV

Montum Architecture

Jordyn Henigin, M.Arch

Jordyn joined Montum Architecture in May 2020. A recent graduate of Fairmont State University, She has been eager to enhance her skills in the business field and develop a stronger knowledge of architectural design principals and methods. Jordyn is in the process of perusing her goal to becomea licensed Architect.

Project Role: Design Professional

- Concept and Construction Design
- Building Information Modeling – Revit
- Architectural Rendering - Lumion

Professional History

2020- Present	Montum Architecture	Design Professional

Education

2020	Fairmont State University	Bachelors of Architecture
2022	Fairmont State University	Masters of Architecture

Licenses and Certifications

- LEED-Green Associate
- 30-hour OSHA Card

Associations and Memberships

- Assoc. AIA

Professional Project Highlight

- Watters Smith State Park, Lost Creek WV
- Mon Co Schools Transportation Addition, Morgantown WV
- Jackson Co ARFC Wash Bay, Millwood WV
- BUMFS Staggers Recovery, Burlington WV
- BUMFS Knobley Rehab, Burlington WV
- Aging & Family Services of Mineral County - Keyser Senior Center, Keyser WV
- Mineral County Detention Center, Courthouse, and Annex addition and renovations, Keyser WV
- New Covenant UMC, Cumberland MD
- Larenim Park Amphitheater, Burlington WV
- Building 25 HVAC, Parkersburg WV
- WVGSD Elevator Modernizations
- Westside HVAC and Roof, Clear fork WV
- Ed Kelley Memorial, Keyser WV
- Cass Campground, Cass WV
- Waxler Warehouse, Keyser WV
- Greenbrier SF Headquarters, White Sulphur Springs WV
- FWAATS, Bridgeport WV

Cacapon Lodge Addition & Renovation Pool And Hot Tub

Services Provided:

- Pool
- Electrical
- Plumbing
- HVAC
- Fire Alarm
- Fire Protection

Estimated Budget: $26M
Facility Area: 113,000 sq ft
Owner: WV Department of Natural Resources

Miller Engineering & Paradigm Architecture teamed up to design the additions and renovations to the lodge at Cacapon Resort State Park. The addition consisted of the construction of approximately 80 guest rooms, conference rooms, kitchen dining, spa, and indoor pool. A new stainless steel gutter concrete/ plaster pool was installed in addition to a hot tub. The pool was designed with a chair lift to meet ADA. The hot tub is group sized with integral benches and jets in the plaster finish tub. The HVAC for the indoor pool was designed with dehumidification in mind, using duct sock along the exterior to "wash" the glass to reduce condensation, and used exhaust near the deck level to reduce chloramines which settle to just above the pool water line. Both in-pool wall and ceiling lighting designed to adequately illuminate the pool and deck surface and minimize glare at the water surface. MEI and Paradigm carefully coordinated construction around the pool to keep a tight vapor barrier around the indoor pool space to reduce moisture transfer into adjacent spaces.

Project Contact:
Barrow Koslowski, AIA NCARB, Chief
WVDNR State Parks PEM
(304) 558-2764

Descriptions of Past Projects Completed – Renovation

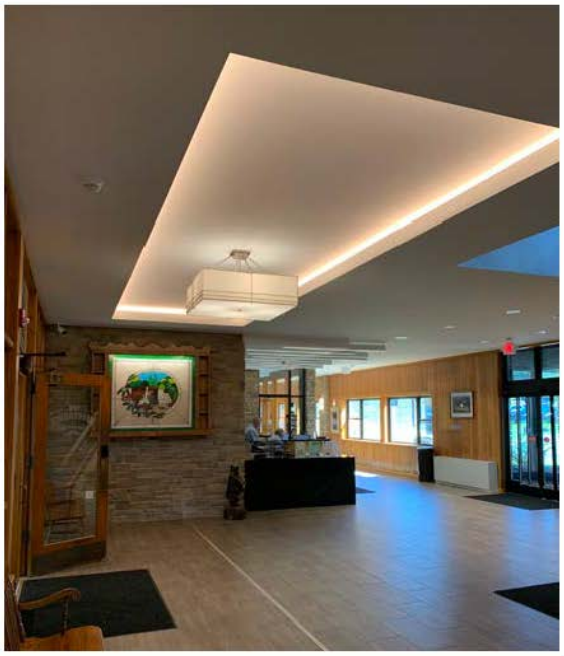
Blackwater Falls State Park Lodge Renovations

Davis, WV

Services Provided:

- General Trades
- Plumbing
- Electrical
- Mechanical
- Pool

Const. Cost: $4.6 Mil
Facility Area: 44,000 ft^2
Owner: West Virginia Division of Natural Resources



Project Contact:
Barrow Koslosky,, AIA – Chief of PEM
WVDNR
Phone: (304) 558-2764

MEI was part of a design team with Paradigm Architecture to design the interior renovations to the lodge at Blackwater Falls State Park. All 54 lodge guestrooms were completely renovated with new finish, HVAC, and bathroom upgrades. Four of the guestrooms were modified to meet modern ADA guidelines. The lobbies, reception area, and dining rooms were upgraded with new HVAC, lighting, and finishes. The original finned tube radiant was replaced with new 4 pipe fan coil units and were tied into the boilers which were recently replaced by a previous MEI project. A new chiller was installed with pumps and chilled water piping to the fan coil units. The guest rooms HVAC systems are fan coil units with ventilation served by make-up air units. Energy recovery ventilators pre-condition outside air to make the make-up air units operate more efficiently. The lodge was re-opened in January 2022.

Experience –Electrical & Mechanical

Capital Complex Chiller Plant Generators

Services Provided:

- Evaluation – Study
- Electrical
- Mechanical
- Plumbing

Project Budget: $6.75M
Project Cost: $7.26M
No change orders
Original Duration: 14 months
Actual Duration: 24 Months (COVID)
Owner: WV GSD

WV General Services wished to reduce electrical demand, and thereby costs, to operate the Capital Chiller Plant and provide emergency cooling. MEI was commissioned to develop and evaluate options, make a recommendation, and then design and manage the construction of the solution. MEI designed a generator system, incorporating 2 – 1 megawatt natural gas engine driven, along with the associated 4,160 volt switchgear, switching controls, and significant low voltage electrical systems and controls, to automate the systems based on real-time electrical demand. We performed full construction administration on the project, including overseeing quality and minimizing down-time impact on the Owner, which was limited to 22 hours over one weekend. The $6.75M system has been in operation for three years and is saving the taxpayers over $275,000 per year with significantly increased operational reliability. The project also installed some 800 horsepower of new pumping capacity to utilize free cooling. The project was completed in May of 2022. COVID issues delayed the delivery of the generators by some 10 months.

Project Contact:
Dave Parsons
Energy Manager
WV GSD
Bldg 1
Charleston, WV
304-550-9650
david.k.parsons@wv.gov

MILLER ENGINEERING, INC.

Project Experience: Renovation

Blackwater Falls Spa

Services Provided:

- MEP Design
- Aquatic Design
- Estimating

Budget: $200K
Facility Area: 1200 ft^2
Owner: West Virginia Division of Natural Resources

Project Contact:
Bradley S. Leslie, PE, Assistant Chief
State Parks Section
(304) 389-7663

Miller Engineering was contracted to design and replace the Spa at Blackwater Falls following Superstorm Sandy. The storm left the lodge at Blackwater Falls State Park without power for a number of weeks. During that time, the sub-grade plumbing in the spa froze and busted, leaving the spa unusable. In an attempt to repair the spa, the owner found that during its original installation, the plumbing was encapsulated in concrete, leaving it inaccessible without destroying the existing fiberglass basin. A new basin was designed and installed in place of the existing spa. As part of the project, a secondary filter room, new filter, and automated chemical control computer were added.

Descriptions of Past Projects Completed – New Construction

Advanced Surgical Rehabilitation Hospital

Services Provided:

- Mechanical
- Electrical
- Plumbing
- Nurse Call
- Fire Protection/Alarm

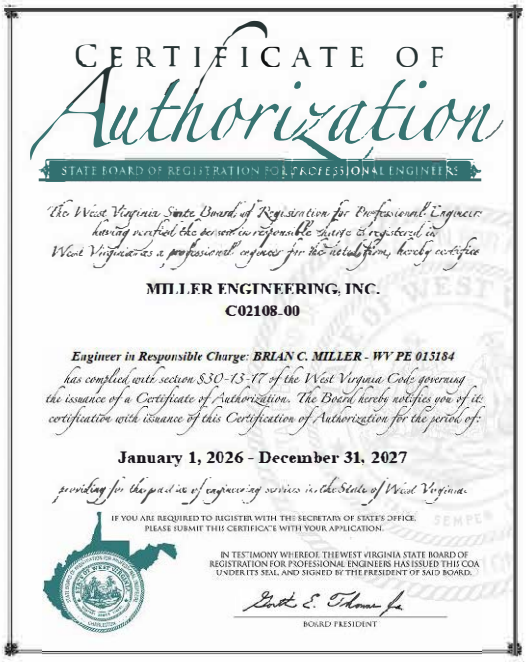
Estimated Budget: $17M
Facility Area: 67,000 ft^2
Owner: AOR Group

Photo Courtesy of AOR

Interactive collaboration with the physician owners and contractor was the guiding principle behind the success of this project. Each and every system within the hospital was designed for and met precise health care compliance standards. Specifications for ventilation, electric, plumbing, HVAC and medical gas safety were all applied to the constructible design. Quality assurance and design aspects were satisfied by many intensive site visits as well as consistent communication with the contractor. Real time answers and coordination enabled the client to meet a fast-paced construction deadline which if missed would have had severe government regulatory repercussions and detrimental business outcomes.

Project Contact:
Rick Briggs
Lutz Myers & Associates, Inc.
(724) 758-5455

Staff – Licenses & Certifications Applicable to this Project



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 listed firm, hereby certifies

MILLER ENGINEERING, INC.
C02108-00

Engineer in Responsible Charge: BRIAN C. MILLER - WV PE 015184

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

January 1, 2026 - December 31, 2027

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

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

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

BOARD PRESIDENT

West Virginia State Board of Registration for Professional Engineers

BRIAN C. MILLER
WV PE #015184

This is to certify that the above named PROFESSIONAL ENGINEER has met the requirements of the law, is duly registered and is entitled to practice engineering in the State of West Virginia.

EXPIRES December 31, 2026

West Virginia State Board of Registration for Professional Engineers

TRAVIS W. TAYLOR
WV PE #020244

This is to certify that the above named PROFESSIONAL ENGINEER has met the requirements of the law, is duly registered and is entitled to practice engineering in the State of West Virginia.

EXPIRES December 31, 2026

What our satisfied customers have to say…

"Hard working, do-whatever-it-takes, diligent team that provides excellent customer service is what you can expect from Miller Engineering."

--Chris Halterman, Dominion Post, Morgantown

"As a design/build team, working with Miller Engineering, our project involving a private surgical hospital together was a success – completed ahead of schedule and on budget. Miller worked with us throughout the project to consult, engineer and inspect the mechanical systems. Craig Miller, PE and his staff are working with us again, and are very important members of our design/build team. I highly recommend their services.

--Richard J. Briggs

Roger Wolfe *Project Engineer* *WV Division of Natural Resources* *1000 Conference Center Drive* *Logan, WV 25601* ***(304) 885-6100*** roger.c.wolfe@wv.gov	**Jim Skaggs** Technical Analyst *WVARNG – Division of Engineering & Facilities* *1707 Coonskin Dr.* *Charleston, WV 25311* ***304-561-6550*** Robert.a.skaggsii.nfg@army.mil	**Cindy Fisher** *Procurement Administrator* *WV Dept. Of Agriculture* ***(304) 558-2221*** cfisher@wvda.us
Bob Ashcraft *Safety and Ancillary Projects* *Monongalia County Schools* *533 East Brockway Street* *Morgantown, WV 26501* ***(304) 657-4079***	**Dave Parsons** Energy Program Manager *WV General Services* *112 California Avenue* *Building 4, 5th Floor* *Charleston, WV 25305* ***(304) 957-7122*** David.K.Parsons@wv.gov	**Richard J. Briggs** Vice President *Lutz Briggs Schultz & Assoc. Inc.* *239 Country Club Drive* *Ellwood City, PA 16117-5007* ***(724) 651-4406*** lbsa@zoominternet.net

From Jonathan Miller, Mechanical Project Manager, Nitro Mechanical:

"Miller Engineering is not your average engineering company; they work with the owner AND the contractor to solve all issues that arise throughout the project to make the process as fluid as possible"

Projects Completed Without Major Legal or Technical Problems

(previous 10 years)

Chief Logan Lodge Generator
Chief Logan Precast Building
Jenkins – Subaru
Coombs Farm Estates Pool
Forbes & Atwood Building
Canaan Lodge Pool Evaluation
Blackwater Spa
Duff Street UMC
WVDNR Canaan Demo
VA Cranberry
Slide the City
Freedom Ford
Freedom Volkswagen
Courtyard Marriott Morgantown
Mountaineer Casino Energy Evaluation
Elkins Coal & Coke
Sweeney House
University Place Electrical Evaluation
MCBOE MTEC Welding Shop
WVU CAC Lift
WVDNR Watoge & Cass Model Cabins
WVDNR Beech Fork Campground Upgrades
National Mine Safety Academy Pool
WVDNR Chief Logan Cabin
Jane Lew Truck Stop
WVDNR Hawks Nest HVAC Phase II
Putnam Co. Wave Pool
MCBOE MHS Boiler & HVAC Renovations
WVDNR Pipestem Pro Shop Roof
WVDNR Forks of Coal
Danville VA Clinic
Lewis Wetzel Pool
Potomac Valley Transit Authority Generator
WCLG Apartment Addition
Building 22 HVAC Replacement
WVDNR Cacapon Lodge Addition & Renovation
MCBOE Suncrest Middle School Heat Pump Repl.
Huntington Sludge Loadout Building
Potomac State BSN
WVGSD Bldg4 CW line stop
WVDNR District 2 Necropsy Lab
WVDNR Tomlinson Run Bath House
Grant Ave. Apartment
Jenkins - Ford
Laborer's Union
Lutz Pitt Classroom
Dr Adeniyi's Office
Krakora El 1 line
Lutz Naalco HVAC Review
Concentra Kittanning
Potesta Water Tank Telemetry
SEC & REA
Nova Care Rehabilitation
Freedom Kia
Wavetech Pool
Mountaineer Casino MAU Replacement
Grant County Bank Addition & Renovation
WVDR Chief Logan Pool Splash Area
Wesbanco Bldg Apartments
Building 36 Emergency Chiller Replacement
WVDNR Cacapon Old Inn Renovation
Building 36 HVAC Replacement
WVDNR Pipestem Campground Upgrades
Beech View Plaza
DNR Pipestem Outdoor Pool & Bathhouse
WVDNR Chief Logan Shelter
T.J. Maxx
Freedom Kia Clarksburg
Goodwill Westover
Chick-Fil-A Patteson Drive
WVDNR Charging Stations
Los Mariachis
Morgantown City Hall Plumbing Renovation
Lutz-Concentra Humidity Evaluation
DNR Blackwater Falls Boiler Replacement
Huntington Chlorination Building
WVDNR Canaan Emergency Chiller
MCBOE MTEC AHU Replacement
WVDNR Canaan Lodge Chiller Replacement
Park Place 12K Building
WVGSD Chiller Plant El Evaluation
DNR Berkeley Springs Roman Bathhouse
Weston Multipurpose Building & Lab
Novelis Corridor & Ramp

Park Place III Retail Building
Westwood Middle Heat Pumps
WVDNR Blennerhassett Electrical Review
CAS Pipestem Pool Demo
MCBOE Maintenance-Energy
WVDNR Blackwater Falls Pool HVAC
WVGSD B5 Elevator Replacement
WVGSD B25 6th Floor
WVDNR WV Wildlife Center Electrical Upgrades
AB Withers-Brandon Hall
DOE NETL Buildings 3,7,17
Camp Muffly Pool
WVGSD Ice Plant & Chiller Modifications
WVDNR Hawks Nest Lodge Renovations
Kanawha County Schools Elk Center
WVGSD Building 25 HVAC Evaluation
Mylan Chiller Replacement
Moorefield Farm Labor Housing
Pipestem/HN TAC
WVDNR Watoga Pool Renovations
WVDNR Tomlinson Run Water Slide Repairs
WVDNR Kanawha State Forest Campground
WVGSD Buildings 3,8,54,&86 ASHRAE COVID
WVDNR Watters Smith Pavilion & Addition
MCBOE Transportation Addition
Mineral County Judicial Annex
Center Street Methodist Church
BUMFS Mill Meadow
CAS Whitaker Square
Heritage Place Morgantown
Morgantown Public Library Plumbing Repairs
WVDNR Canaan Valley Tube Conveyor
WVGSD B54 Emergency Rental Chiller
WVDNR Elkins Operations Center HVAC
Huntington Flood Wall Electrical
Huntington Four Pole Emergency Repairs
Follansbee South Pump Station
Camp Dawson Operations Building HVAC
WVDNR Cass Campground
Bridgeport Axe
WVDNR Plum Orchard Headquarters Building
WVANG Bridgeport FWAATS Restroom Ren
Waxler Old Warehouse
LaVale UMC
Ronald McDonald House – Morgantown
Tomlinson PSD Booster Station
WVDNR Blackwater Falls Entry Canopy
WVDNR Island Belle Hydraulics
WVDNR Pipestem Chiller Repair
Ripley Warehouse Electrical Upgrades
CAS Pipestem Tram & Mtn Creek Lodge
Camp Dawson FMS4 Fire Protection
Concentra Belmont OH Clinic
WVDNR Chief Logan Sprayground Repair
WV GSD Bldg 11 ATS Evaluation
Huntington Flood Wall Pump Sta Generator
MCBOE Middle School ALC Building
Huntington 8th & 10th St Underpass Pumps
WVGSD Elevator Modernizations
Short Gap Volunteer Fire Department
Mylan Chiller Evaluation
WVDNR District 2 & 3
Morgantown City Hall Plumbing Phase 1&II
Boone Co PSD Prenter II
WVDNR Blackwater Falls Lodge Renovations
WVDNR Ridge Fish Hatchery CA
WVDNR Chief Logan Water Slide Repairs
WVDNR Twin Falls Recreational Facilities
WVDNR Cacapon Campground & Renov.
Huntington WWTP Ventilation & Heating
WVDNR District 2 & 3
MEI Office Addition
CAS Hawks Nest Boathouse
Jackson County AFRC Canopy
Keyser Senior Center
Webster Co. DOH Headquarters
Mineral County Detention Center
MCDA Waxler New Warehouse Tenant
Suncrest UMC HVAC
BUMFS Staggers Office
Moncove Pool Evaluation
Dunbar WWTP Electrical Review
WVGSD Building 54 HVAC Renovations
WVDNR Lost River, Cacapon, & BW Falls Im
WVDNR Blackwater Falls Kitchen - Regency
WVDNR Hawks Nest & Pipestem Trams
WVDNR Greenbrier State Forest HQ Bldg
Met Theater Chiller Replacement
LTA Doctor's Office
MLTA Office Buildout & Renovation
Morgantown Powersports
Tennerton Booster Station

WVDNR Elk River Rail Trail Shop & Maint Bldgs
Enterprise Mileground
REACT/RISE
WVDNR Pipestem Boiler Replacment
WVDNR Pipestem Fire Alarm
WVGSD Ice Storage Plant
Viatris Air Compressor
Fresh Kraez
Mineral County - Office Addition
Keyser HS Fieldhouse
WVDNR Chief Logan Lodge
WVDNR Cacapon Lodge Vendor Truck Power
Mill Run Mine Drainage Improvements
Elite Towing
Viatris AHU10
WVDNR North Bend & Watoga Pools
TEMA WV Hazard Analysis
WVSU HVAC Renovations
WVANG Child Development Center HVAC
Viatris AHU6 & AHU12
WVANG Camp Dawson FMS4 Renovation
Riffle Residence
Kingwood Public Library Storm & Sanitary
Potomac Plaza Phase 4
Larenim Park Amphitheater
WVGSD B25 Lighting Upgrades
Cyclops Sight Glass ASME Cert Review
El Jinete
WVANG Challenge Academy So HVAC Mods
Viatris AHU7
GSD Chiller #1 Fault Evaluation
WVANG USPFO Buckhannon Restroom Ren
Mineral County - Senior Center Generator
Logan Avenue House
Buckhannon Water Plant Evaluation
Hardy World the Deck Second Floor Shell
Kappler's Pool (Maple Avenue Pool Eval)
Mylan Park KOA Campground
Huntington 3rd & 5th Street Pump Stations
MCDA PVH Apartments
WVDNR Blennerhassett HVAC
Belt Construction Corp Office
Blackwater Food Pantry
WVANG MCA South Kitchen HVAC
WVANG Huntington Tri State Readiness Add
Viatris NMR
PVH PACU, OR, Life Safety
Viatris Site & Roof Survey

ITEM 3.1.1: Communication Procedure

Miller Engineering utilizes a communications procedure designed to minimize downtime while ensuring neither the Owner, design team, nor contractor is left out of the loop. Each phase of the project is detailed in the following plan.

Evaluation, Budgeting, and Design

Craig Miller

- Main point of contact with Owner's Project Manager.
  Communication is both verbal and written, by phone or email. Design notes are written and distributed to design meeting attendees.
  Integrates RK&K and Lemley input to Owner and directs their work
- Travis Taylor & Tyler Trump will be copied on all correspondences.

Travis Taylor

- Serves as backup contact with Owner's Project Manager.
- Communicates between MEI and sub-consultants, vendors, & local utilities.

Tyler Trump

- Secondary communication with sub-consultants & vendors.

Estimating

Craig

- Main point of contact with Owner's Project Manager.
  Communication is both verbal and written, by phone or email. Meeting notes are written and distributed to attendees.
- Travis will be copied on all correspondences.

Travis

- Serves as lead estimator on electrical projects.
- Serves as backup contact with Owner's Project Manager.
- Coordinate estimating between MEI and sub-consultants and vendors.

Tyler

- Correspondence with vendors and suppliers for material take-offs.

Bidding

Craig

- Main point of contact between Miller Engineering and the Owner's Project Manager.
- Travis will be copied on all correspondences related to bidding.

Construction

Craig

- Main point of contact with Owner's Project Manager, vendors, and contractors.
- MEI serves as the hinge pin for communication to better track progress and concerns.

- Communication is in person at meetings and site visits, as well as being written and verbal.
- Travis will be copied on all correspondences.

Travis
- Will serve as backup point of contact between Miller Engineering with vendors, sub-consultants, and contractors.

Tyler
- Backup contact with vendors, and contractors.

Warranty

Craig
- Main point of contact with Owner for warranty period.
- Craig will track and resolve warranty concerns, documenting them in writing as necessary,

Methodology for Communication

The preferred method of communication is written, but Miller Engineering's staff will use verbal communication if necessary for continuing project flow. Any verbal discussions or directions will be documented in meeting minutes, memo, or email, and distributed to all members of the project team possibly affected by the conversation. All correspondences deemed to be critical will be saved both in hard copy and digitally.

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ITEM 3.1.2: Budget Plan

Controlling the Project Budget in Design

Budget control is an essential part of project management, which will be provided by a single point of contact, Craig Miller, with backup from MEI staff. MEI will initially meet with all stakeholders to determine the preliminary construction goals for the project after conducting preliminary field work.

Field work, in this case, a detailed survey of the Forest's existing HV and LV systems and their observed deficiencies, will help define scope. MEI will then review those findings with the Owner and, based on experience, will develop the budget.

While scope defines budget needs, the budget has to be reconciled with funding realities, which is developed from prioritization of the concerns arising from the assessment of conditions, codes, and operational parameters

The plan for controlling Project Budget in Design is generally broken down as:

- Begin with initial field work.
- Review findings with Owner, including feedback on any initial existing budget using a realistic assessment of conditions.
- Use experienced based estimating of costs.
- Prioritize the work where possible.
- Continue field work to eliminate as many unknowns as possible which instills confidence in the bidders understanding of the project.
- Design project based on scope, prioritization, and budget.
- Develop construction cost estimates early and in detail with take-off level estimating.
- Obtain material quotes for special, large volume, and high-cost items.
- Consider and address design option impacts to overall function and operation.
- Factor lead times into estimating.
- Coordinate cost impacts with design decisions. Avoid Scope creep as it pertains to design schedule and budget.
- Explore alternate design options and how they affect cost.
- Develop bidding Alternates where possible to allow full utilization of project funds.
- Perform real-time estimating concurrent with design development for up-to-date budget impacts.
- "Keep our eye on the ball" – checking against primary project goals and milestones.
- Consider more than one contract for the project.
- Evaluating contractor market for potential bidders.

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Controlling the Project Budget during Construction

Controlling the budget during construction is a proactive project management mechanism. Monitoring the contractor's work helps us identify concerns early and work with the contractor and Owner on adjustments or solutions which have minimal effect on budget. The early design evaluations and detailed scope help to minimize unforeseen conditions that can lead to additional project expense. Our quality assurance methodology (found elsewhere in this proposal) both in design and construction is an integral part of executing the project.

The plan for controlling Project Budget in Construction includes:

- Actively encouraging bidding questions to maximize the contractors understanding of the project, resulting in a bid based on actual work scope rather than assumptions.
- Meeting with and educating the contractor and their personnel on the clear intent of the project, to help them stay on track and within their bid.
- Answering RFI's early and quickly to allow work to continue to flow, minimizing the opportunity for claims.
- In the event of unforeseen conditions, preparing detailed information to be the basis of additional work, minimizing the contractor's need to "pad" numbers for unknowns.
- Reviewing any cost proposal with a real-world eye to ensure they are mutually fair and acceptable.

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Budget History

Project Name	Project Type	Budget	Cost	Notes
Ph 1-GSD Elevators	Elevator Renovations	7,958,200	6,563,813	On budget
Ph 2-GSD Elevators	Elevator Renovations	$8,100,000	6,991,150	On budget
GSD B25 HVAC	HVAC Renovation	$2,538,627	$2,325,400	On budget
DNR Blackwater Piping	HVAC and Dom. Piping Renovation	$650,000	$533,400	On budget
Canaan Valley Resort	Emergency Electrical Repairs	$225,000	$129,829	On budget
Capital Chiller	Chiller Plant Renovation	$6,950,000	7,263,000	4.5% over budget
Mapletown Jr/Sr High School	HVAC Renovation	$1,050,000	$1,105,900	5.19% over budget
Pipestem – McKeever Lodge	HVAC Piping Replacement	$1,600,000	$1,776,000	10.43% over budget
Tygart Lake State Park	Beach and Bathhouse	$750,000	$695,000	On budget

= Delivered on budget

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Timeline History

Project Name	Project Type	Contract Length	Contract Delivery	Notes
GSD B25 HVAC	HVAC Renovation	240 days	240 days	Delivered on time
Capital Chiller	Chiller Plant Renovation	390 days	480 days	Contractor Concerns
DNR Blackwater Lodge Boilers	Boiler Replacement	120 days	180 days*	*Extended 60 days due to equipment delivery
Twin Falls/Hawks Nest Lodge	HVAC Renovation	90 days	90 days	Delivered on time
Ph 1-GSD Elevators	Elevator Renovations	420 days	510 days (projected)	Subcontract concerns
Pipestem – McKeever Lodge	HVAC Piping Replacement	365 days	365 days	Delivered on time
Tygart Lake State Park	Beach and Bathhouse	270 days	270 days	Delivered on time

= Delivered on time

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ENGINEERING, INC.

Section 5 – PROJECT EOI FORMS

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: 1954940 **Doc Description:** A&E - Chief Logan Recreation Center HVAC **Proc Type:** Central Purchase Order			**Reason for Modification:**
Date Issued	**Solicitation Closes**	**Solicitation No**	**Version**
2026-04-28	2026-05-14 13:30	CEOI 0310 DNR2600000005	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 :

Address :

Street :

City :

State : **Country :** **Zip :**

Principal Contact :

Vendor Contact Phone: **Extension:**

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

Vendor Signature X _____ **FEIN#** -1386 **DATE** 14 May 26

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

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

(Printed Name and Title) Brian Craig Miller

(Address) 429 Laurel Run Rd, Carmichaels, PA 15320

(Phone Number) / (Fax Number) 304-291-2234 X102

(email address) cmiller@millereng.net

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.

Miller Engineering Inc
(Company)

(Signature of Authorized Representative)
Brian Craig Miller, Pres, 14May26
(Printed Name and Title of Authorized Representative) (Date)
304-291-2234 X102/ NA
(Phone Number) (Fax Number)
cmiller@millereng.net
(Email Address)

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CEOI 0310 DNR2600000005

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: NONE
(Check the box next to each addendum received)

- ☐ Addendum No. 1
- ☐ Addendum No. 2
- ☐ Addendum No. 3
- ☐ Addendum No. 4
- ☐ Addendum No. 5
- ☐ Addendum No. 6
- ☐ Addendum No. 7
- ☐ Addendum No. 8
- ☐ Addendum No. 9
- ☐ 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.

Miller Engineering Inc
Company

Authorized Signature

14May26
Date

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