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## Header 1

[List View](#)

## General Information | Contact | Default Values | Discount | Document Information | Clarification Request

Procurement Folder: 1430511

Procurement Type: Central Purchase Order

Vendor ID: 000000229419 

Legal Name: MILLER ENGINEERING INC

Alias/DBA:

Total Bid: \$0.00

Response Date: 06/04/2024 

Response Time: 16:25

Responded By User ID: MillerEngineer1 

First Name: Travis

Last Name: Taylor

Email: ttaylor@millereng.net

Phone: 304-291-2234

SO Doc Code: CEOI

SO Dept: 0603

SO Doc ID: ADJ2400000003

Published Date: 5/21/24

Close Date: 6/5/24

Close Time: 13:30

Status: Closed

Solicitation Description: Smith Street Multi-Use Commercial Kitchen Facility

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:** 1430511  
**Solicitation Description:** Smith Street Multi-Use Commercial Kitchen Facility  
**Proc Type:** Central Purchase Order

Solicitation Closes	Solicitation Response	Version
2024-06-05 13:30	SR 0603 ESR06042400000007526	1

**VENDOR**  
 000000229419  
 MILLER ENGINEERING INC

**Solicitation Number:** CEOI 0603 ADJ2400000003  
**Total Bid:** 0  
**Response Date:** 2024-06-04  
**Response Time:** 16:25:00  
**Comments:**

**FOR INFORMATION CONTACT THE BUYER**  
 David H Pauline  
 304-558-0067  
 david.h.pauline@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	Multi-Use Commercial Kitchen Facility				0.00

Comm Code	Manufacturer	Specification	Model #
81101508			

**Commodity Line Comments:**

**Extended Description:**

Provide professional architectural and engineering design services per the attached documentation.



**Expression of Interest**  
**West Virginia – Army National Guard**  
**Smith Street Multi-Use Kitchen Facility**  
**Charleston, WV**  
**CEOI ADJ2400000003**  
**June 05, 2024**



**Department of Administration**  
**Purchasing Division**  
**2019 Washington Street East**  
**Charleston, WV 25305-0130**

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## The Miller Engineering Difference



We are very pleased to submit our response for Smith Street Multi-Use Kitchen Facility project. We have elected to submit as a prime consultant based on our experience working as a prime consultant for the WVANG and other WV state agencies over the years. We are familiar with WV Purchasing rules and laws along with state contract requirements.

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.

Most every renovation we do requires a phased approach to keep existing facilities in operation. We routinely deliver phased renovations for educational, institutional, commercial, and government facilities. 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 and additions. Recently completed additions and renovations to WV state park lodges included commercial kitchens including a new kitchen at Cacapon Resort Lodge and a renovation of the existing kitchen and Blackwater Falls Lodge. MEI has also delivered commercial kitchens for the Keyser Senior Center and the Bartlett House in Morgantown. We understand the coordination of HVAC, plumbing, electric, tel/data, fire alarm, and fire suppression systems with the kitchen equipment required. For architectural services, we have chosen Montum Architecture to join our team. Montum was the prime consultant with MEI serving as the MEP sub-consultant on the aforementioned Keyser Senior Center project. For any structural consulting services, we have brought along CAS Structural Engineering. MEI, Montum, and CAS have also worked on the same design team for many 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 the Smith Street Multi-Use Kitchen Facility project, and we look forward to the chance to discuss the project in an interview.

Best Regards and Good Luck on the Project,

A handwritten signature in blue ink, appearing to read 'Craig Miller', is positioned above the typed name.

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





## TAB 1 –FIRM QUALIFICATIONS





## 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 and function in their intended purpose.*

*Over the past 14 years Miller Engineering, Inc. (MEI) has engineered solutions for over \$23.2M 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 8 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

## Engineering Design and Consultation

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

### Aquatic Facility Design

- Public Pools & Areas
- ADA Compliance
- Indoor & Outdoor (air flow)
- Chlorination/Filtration

### Construction Administration

- Maintenance/Facility Improvement Plans
- Contract Administration
- Code Observation

### Communication System

- Intercomm & Public
- AddressVoice/Data/CATV
- Urgent Response

### Energy

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

### Facility Utilization

- Systems Assessment & Solutions
- Adaptive Re-use
- Planning/Life-Cycle Control
- Engineered Replacement

### Life Safety Inspection/Design

- Fire Protection & Alarm Systems
- Access Control
- Fire & Electrical Investigation

### Industry Experience

- Education
- Local & State Government
- Commercial Development
- Healthcare





**B. Craig Miller, PE**

Craig founded Miller Engineering in 2003, and serves as President and Principal Engineer. He has more than 20 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**

- Bartlett House – Phase I and II
- 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
- Cacapon Lodge Addition and Renovations
- Blackwater Falls Lodge
- Camp Dawson FMS4 Fire Protection
- Chief Logan Lodge HVAC Renovations
- Cheat Lake Elementary & Middle School 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, Maryland, and Ohio)
- 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 budgets. 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
- Keyser Senior Center
- Cacapon Lodge Additions & Renovations
- Bartlett House Phase II
- Hawks Nest Lodge Renovations
- Blackwater Falls Lodge Renovations
- ChalleNGe Academy Maclin Hall MAU Replacement
- Los Mariachis Restaurant – Granville, WV

**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 – 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
- Mountain Line Transit Authority Office Renovation
- 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

**Professional History**

2022- Present                      Miller Engineering, Inc.      MEP Designer

**Education**

2022      West Virginia University, BS - Mechanical Engineering

**Licenses and Certifications**

# Staff – Qualifications and Experience



**Jack Jamison**

Jack brings 20 years as an electrical/building inspector and over 25 years of experience in the commercial electrical construction industry. His knowledge and experience are valuable resources to Miller’s complete assessment process.

**Project Role: Master Code Official**

- *Facility Review, Code Research, Field Observations, Issue Resolutions, and Project Evaluation*

**Professional History**

2010- Present	Miller Engineering, Inc.	Code and Construction Specialist
1999-2010	Megco Inspections	Chief Inspector
1972-1998	Jamison Electrical Construction	Master Electrician

**Education**

1971 Fairmont State College, BS-Engineering Technology-Electronics

**Licenses and Certifications**

- Master Code Professional, IAEL Master Electrical Inspector, Class C Electrical Inspector – WV, PA, MD, & OH
- ICC Commercial Building, Building Plans, Commercial Plumbing, Residential Energy, and Accessibility Inspector/Examiner
- WV Master Electricians License
- NCPCCI-2B, 2C, 4B, 4C: Electrical & Mechanical General/Plan Review
- OSHA 30 Hour Course: General Industry
- NFPA Code Making Panel 14 – NEC 2014 Edition



# 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

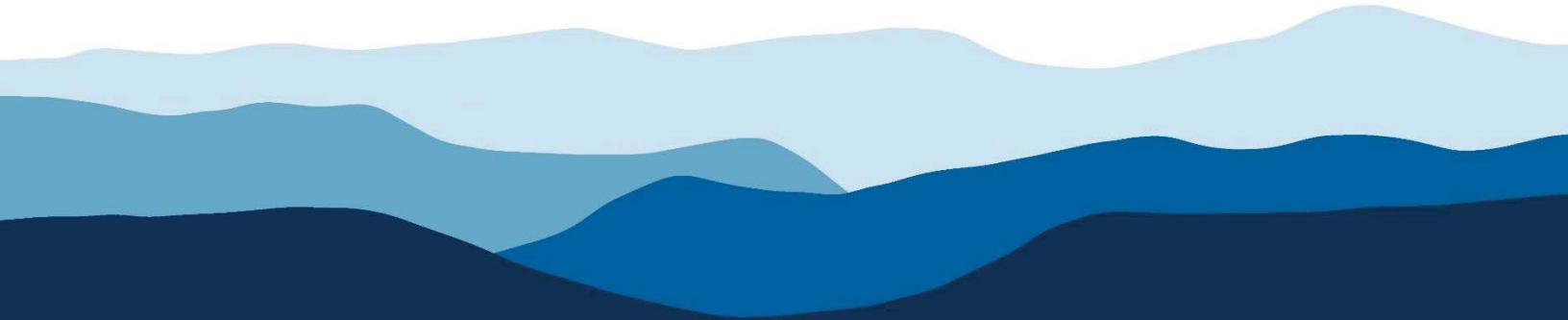
Previous work experience has shown a consistent +/-2%bid-to-budget ratio.

### 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.





### **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
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#### **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 – 1<sup>st</sup> 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





### **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, 10<sup>th</sup> 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



## **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
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### **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

# Carol A. Stevens, PE, F.ASCE

## Structural Engineer



### **EDUCATION**

West Virginia University, BSCE, 1984  
Chi Epsilon National Civil Engineering Honorary  
The Pennsylvania State University, ME Eng Sci, 1989

### **PROFESSIONAL REGISTRATION**

P.E. 1990 Pennsylvania  
P.E. 1991 West Virginia  
P.E. 1994 Maryland  
P.E. 2008 Ohio  
P.E. 2010 Kentucky  
P.E. 2013 Virginia

### **BACKGROUND SUMMARY**

2001 – Present President, Structural Engineer  
CAS Structural Engineering, Inc.

1999 – 2001 Structural Engineer  
Clingenpeel/McBrayer & Assoc, Inc.

1996 – 1999 Transportation Department Manager  
Structural Engineer  
Chapman Technical Group, Inc.

1995 – 1996 Structural Engineer  
Alpha Associates, Inc.

1988 – 1995 Structural Department Manager  
Structural Engineer  
NuTec Design Associates, Inc.

1982 – 1988 Engineer  
AAI Corporation, Inc.

### **PROFESSIONAL ASSOCIATIONS**

American Society of Civil Engineers  
National Society of Professional Engineers  
American Concrete Institute  
American Institute of Steel Construction  
West Virginia University Department of Civil and  
Environmental Engineering Advisory Committee  
West Virginia University Institute of Technology  
Department of Civil Engineering Advisory Committee

### **EXPERIENCE**

**West Virginia, WVU Woodburn Hall:** Structural repairs to clock tower of 1870's building on Downtown Campus at WVU. Clock tower was moved from Martin Hall in 1910. Building is on the National Register of Historic Places.

**West Virginia, WVU Martin Hall:** Structural repairs to wooden octagonal cupola of 1870 building, the first building constructed at Woodburn Circle at WVU. Building is on the National Register of Historic Places.

**West Virginia, Marshall University Morrow Library:** Performed evaluation of existing structural floor system and developed options to upgrade system.

**West Virginia, West Virginia State University Phase II Housing:** Designed foundations and roof framing for new university housing unit.

**West Virginia, Sharpe Hospital HVAC Renovations:** Designed framing for piping enclosures, tank and generator foundations, cooling tower foundations, steel structure support and other miscellaneous support designs and analyses for complete redesign of HVAC systems in existing facility.

**West Virginia, Robinson Grand Theatre Restoration:** Completed analysis and design for complete restorations of historic theatre. Project also included design of large two-story addition for dressing rooms and conference space. Another two-story addition included a stair tower and electrical rooms. Both additions were supported on deep foundations and grade beams with structural slabs. Building is on the National Register of Historic Places.

**West Virginia, Logan Middle:** Structural analysis for HVAC upgrades.

**West Virginia, Western Greenbrier Middle School:** Structural analysis for HVAC upgrades.

**West Virginia, Logan High School:** Structural analysis for HVAC upgrades.

**West Virginia, Smoot Elementary School:** Structural analysis for HVAC upgrades.

**West Virginia, Chamberlain Elementary School:** Structural analysis for HVAC upgrades.

**West Virginia, Hamlin PK-8 School:** Structural analysis for HVAC upgrades.

**West Virginia, Mabscott Elementary School:** Structural analysis for HVAC upgrades.

**West Virginia, Maxwell Hill Elementary School:** Structural analysis for HVAC upgrades.

**West Virginia, Shady Spring Middle School:** Structural analysis for HVAC upgrades.

**West Virginia, Independence Middle School:** Structural analysis for HVAC upgrades.

**West Virginia, Geary Elementary School:** Structural design for modifications for new safe school entry.

**West Virginia, Duval PK-8 School:** Evaluation of structural elements of school for repairs or replacement.

**West Virginia, Elkins High School:** Structural evaluation report.

**West Virginia, Chapmanville Primary School:** Structural analysis for HVAC upgrades.

**West Virginia, Mountain View Elementary HVAC:** Structural analysis for HVAC upgrades.

**West Virginia, Mabscott Elementary School:** Structural analysis for HVAC upgrades.

**West Virginia, Maxwell Hill Elementary School:** Structural analysis for HVAC upgrades.

**West Virginia, Independence Middle School:** Structural analysis for HVAC upgrades.

**West Virginia, George Washington High School:** Structural design of additions including 3-story classroom addition, new commons area and auxiliary gymnasium.

**West Virginia, Sissonville High School:** Structural design of auxiliary gymnasium for Kanawha County Schools.

**West Virginia, Herbert Hoover High School:** Structural design of new gymnasium for Kanawha County Schools.

**West Virginia, Nitro High School:** Structural design of new gymnasium for Kanawha County Schools.

**West Virginia, South Charleston High School:** Structural design of new gymnasium for Kanawha County Schools.

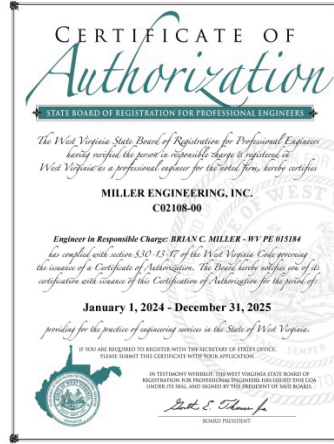
**West Virginia, Logan Elementary School:** Repairs to roof structure from wind damage.

**West Virginia, Spencer Middle School:** Structural design of new middle school.

**West Virginia, Pendleton County MS/HS:** Structural analysis for HVAC upgrades.

**West Virginia, Chapmanville Middle School:** Structural analysis for HVAC upgrades.

# Staff – Licenses & Certifications





## TAB 2 – PROJECT ORGANIZATON



### **MILLER ENGINEERING**

<u>Craig Miller, PE</u>	President, Principal in Charge
<u>Travis Taylor, PE</u>	Lead MEP Engineer
<u>Tyler Trump</u>	MEP Designer
<u>Jack Jamison</u>	Master Code Official

### **MONTUM ARCHITECTURE**

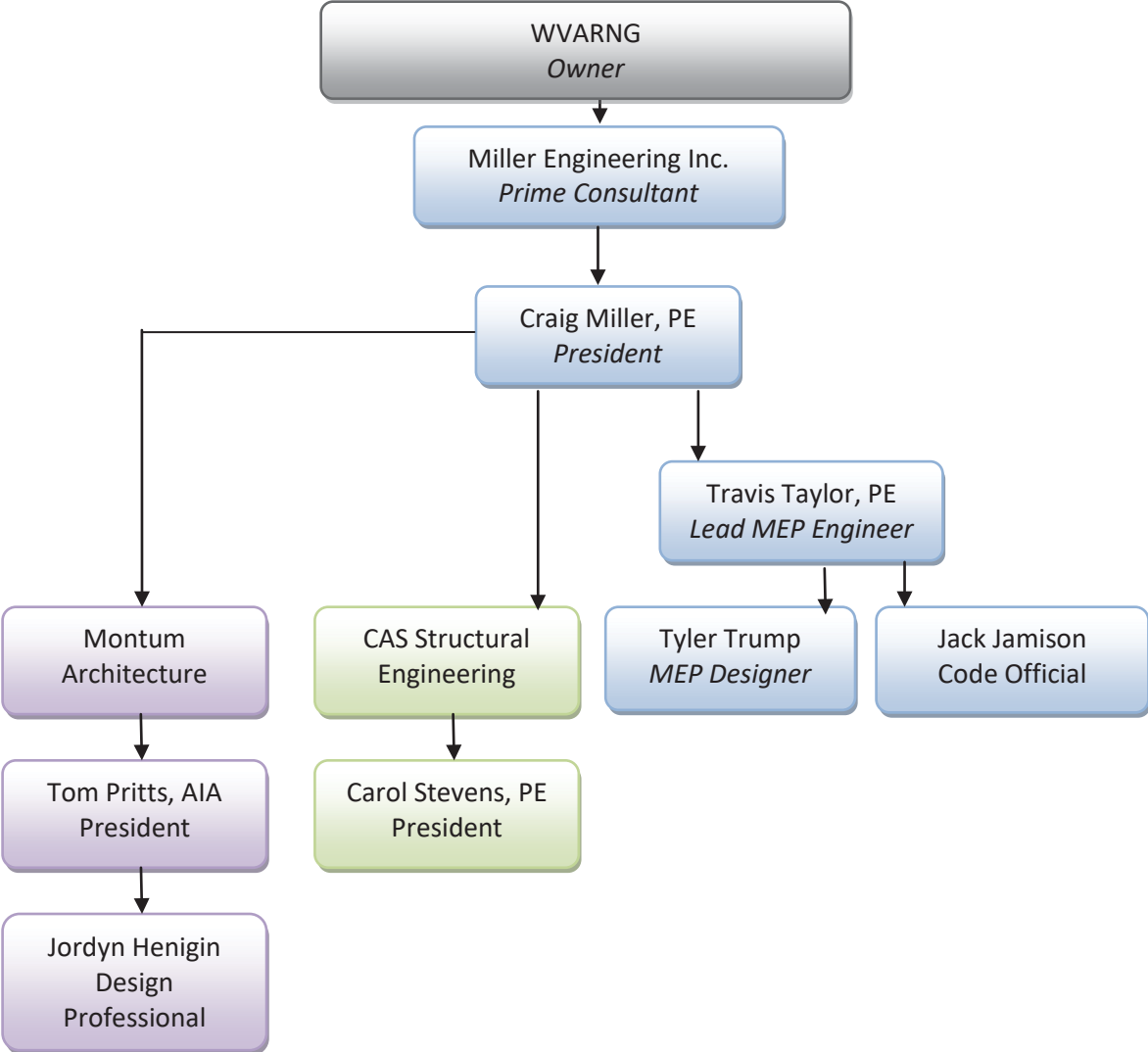
<u>Tom Pritts, AIA</u>	Architect, Owner
<u>Jordyn Henigin</u>	Design Professional

### **CAS Structural Engineering**

<u>Carol Stevens, PE</u>	President, Owner
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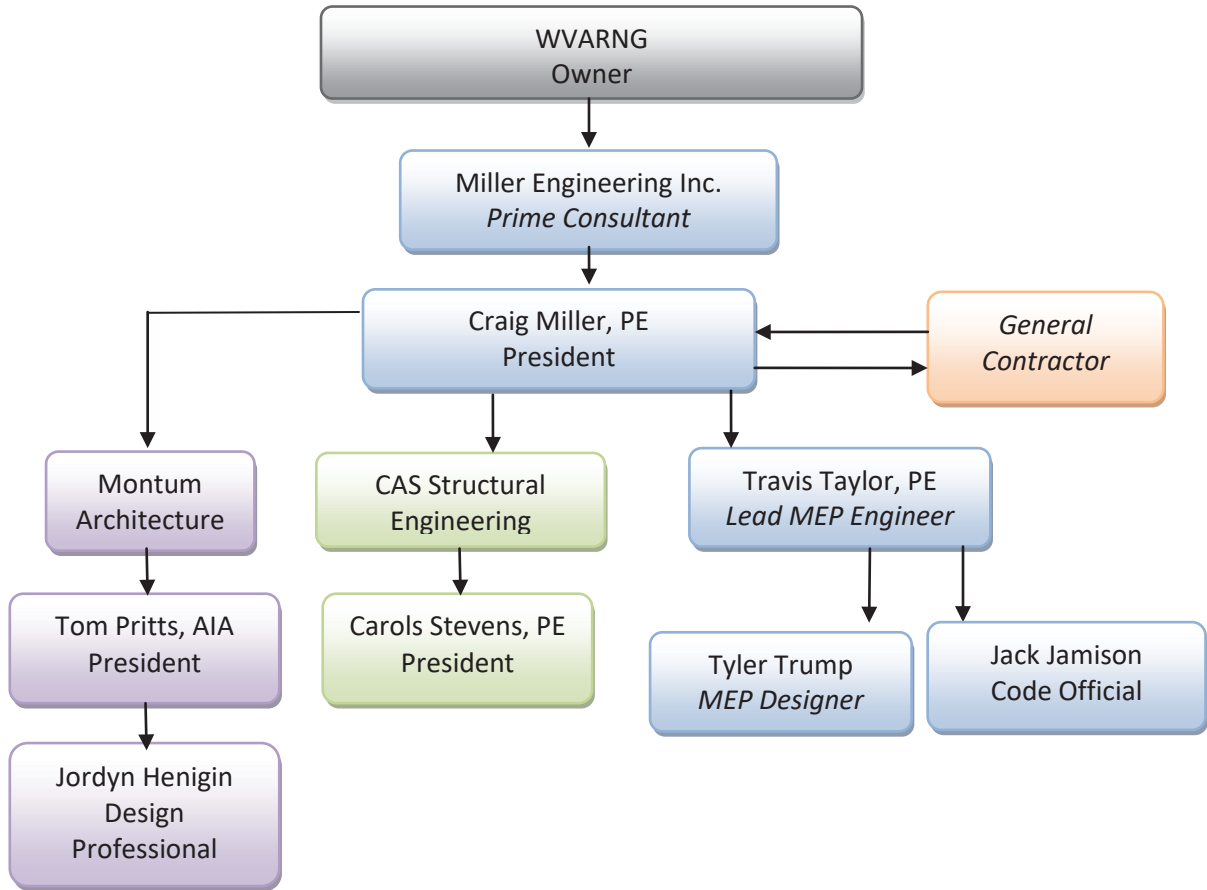


# Organization Chart -Design





# Organization Chart – Construction





## Descriptions of Past Projects Completed – Renovation

### Blackwater Falls State Park Lodge Kitchen Renovation

Davis, WV

#### Services Provided:

- Electrical
- Plumbing
- Fire Alarm
- Fire Suppression

**Const. Cost: \$140k**

**Facility Area: 44,000 ft<sup>2</sup>**

**Owner: West Virginia Division of  
Natural Resources**



Project Contact:

*Sam England – General Manager  
Canaan Valley Resort  
Phone: (304) 866-2200*

MEI was contracted by Regency Hotels, the managing company of Canaan Valley Resort and the restaurant at Blackwater Falls Lodge, to evaluate and design renovations to the electrical and plumbing systems of the kitchen. MEI closely coordinated with the Owner on the final layout of the kitchen equipment to ensure that all equipment had proper electric, water, drains, and propane gas connections as required. MEI worked alongside the owner to locate and coordinate multiple contractors to perform the upgrades. MEI also submitted drawings and applications for review by the West Virginia State Fire Marshals Office. The design and construction was expedited, with the kitchen and restaurant opening in January 2022.

## Project Experience: MEP

### Cacapon Lodge Addition & Renovation

#### Services Provided:

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

**Estimated Budget: \$26M**

**Facility Area: 113,000 sq ft**

**Owner: WV Department of Natural Resources**



Miller Engineering teamed with Paradigm Architecture to design the addition to the lodge at Cacapon State Park. The addition includes approximately 80 guest rooms, new kitchen and dining areas, a spa, indoor pool, and support spaces. The boiler system was replaced with new efficient modulating boilers and a chiller was added.

New chilled and hot water piping was installed to allow for simultaneous heating and cooling of the lodge. The electric service was upgraded with a new main electric room in the addition with distribution panels throughout. All lighting was replaced with efficient LED fixtures. The fire protection system was upgraded and extended to the new addition.

Project Contact:

*Bradley S. Leslie, PE, Assistant Chief  
WVDNR State Parks Section  
(304) 558-2764 ext. 51826*

## Project Experience – Beach and Bathhouse

### Tygart Lake State Park

Grafton, WV

#### Services Provided:

- Mechanical
- Electrical
- Plumbing
- Commercial Kitchen Update
- Construction Administration

**Estimated Budget: \$995k**

**Facility Area: 4 acres**

**Owner: West Virginia Division of Natural Resources**



Previously the beach area was nothing more than a concrete slab prone to algae infestation creating a slip hazard. Paths and recreation areas were ill-defined, lacking clear flow or direction and did not contribute to natural surroundings. After a site review, an overall plan was developed by Miller Engineering and is now a successfully completed project. The State Park is a popular recreation destination for Morgantown area residents. The beach area and access, volleyball, horse shoe, grilling and bath house were all renovated. The bathhouse was renovated with new piping, electric, lighting, HVAC, and fixtures. The bathhouse was also updated to be ADA compliant. The kitchen received code compliant updates and additional electric capacity to add a concession stand in the future.

Project Contact:

*Bradley S. Leslie, PE, Assistant Chief  
WVDNR State Parks Section  
Phone: (304) 558-2764*



## Descriptions of Past Projects Completed – Adaptive Renovation

### Bartlett House

#### Services Provided:

- Electrical
- Plumbing
- HVAC
- Fire Alarms
- Sprinkler Systems
- Construction Administration

**Estimated Budget: \$3.1M**

**Facility Area: 27,500 ft<sup>2</sup>**

**Owner: Bartlett House**



The goal of the project was to repurpose the facility from an apartment building into an emergency housing shelter. The facility required outfitting the space for family apartments, temporary dorms, commercial kitchen, multi-purpose room, laundry facilities and office spaces for staff social work activities. Detailed field discovery and documentation to identify existing conditions was vital in engineering solutions that met client goals, budget and Fair Housing Act requirements. Fire alarms, sprinklers and exit signage were all upgraded to meet state code requirements for public housing, and engineering design specifications were all ensured to meet ADA requirements. An elevator was installed to ensure compliance with both the ADA and FHA. Access Control and security systems were installed to control and monitor access between the overnight and long terms residents.

Project Contact:  
*Keri DeMasi, Executive Director*  
*Bartlett House*  
*Phone: (304) 292-0101*

## Descriptions of Past Projects Completed – Renovation

### WVU Hatfields

Morgantown, WV

#### Services Provided

- Mechanical
- Electrical
- Plumbing
- Fire Protection
- Telephone/Data

**Estimated Budget: \$500k**

**Facility Area: 1,300 ft<sup>2</sup>**

**Owner: West Virginia University**



The Hatfield's Project required the renovation of MEP systems to support the total renovation of the serving line area. An existing hood exhaust system was evaluated and modifications designed to bring it into current code compliance. Detailed field investigation was required to relocate and update plumbing, natural gas piping and electrical systems to meet the project needs. The restaurant underwent a partial renovation in 1988 but the serving line area did not meet the University's needs. The serving area has been completely re-designed to increase user flow, utilize modern equipment, and provide a much more pleasing menu and dining experience.

Project Contact:

*Charlie Robison, Facilities Manager*

*West Virginia University*

*Phone: (304) 293-5280*

## Descriptions of Past Projects Completed – New Construction

### **WVANG Challenge Academy Maclin Hall MAU Replacement**

Montgomery, WV

#### **Services Provided:**

- Mechanical
- Electrical
- General Trades

**Construction Cost: \$496K**

**Owner: WVANG**



MEI was tasked with replacing two failing make-up air (MAU) units at Maclin Hall. The units provide ventilation air for the facility. The MAU replacement involved installing new rooftop mounting curbs and replacement on rooftop mounted ductwork. New exhaust fans were installed on the roof and tied to the existing exhaust / relief air systems. New electrical feeds were installed to the new MAUs and fans. Montum Architecture assisted with the addition of rooftop railing to improve worker safety and the replacement of roof hatches and access ladders. The project was completed in January 2024 with no disruption to Challenge Academy operations.

Project Contact:

*Jim Skaggs*

WV ANG

(304) 561-6550





Before



After

## Aging and Family Services of Mineral County Keyser Senior Center

### Description of Project:

Aging and Family Services of Mineral County contracted Montum Architecture to design a single-story addition and renovate the existing building, which was previously a Pizza Hut. The addition included a 39-foot expansion to the front of the building, housing the new kitchen, dining room, office, and accessible restrooms. The renovated space was converted into the pantry, overflow dining, and conference space. The building's exterior was updated with new windows and stone veneer to create a more inviting look.

### **Construction Cost**

\$961,000

### **Project Size**

2,000 SF Renovated  
2,000 SF Addition

### **Project Location**

Keyser, WV

### **Construction Completion**

August 2022

### **Contact**

Scott Mallery  
875 S Mineral St  
Keyser, WV 26726  
(304) 788-5467



## Mineral County Commission

### Facility Renovations and Additions

#### Description of Project:

The Mineral County Commission operates three primary buildings at the Courthouse Complex which are the Courthouse, the Judicial Annex, and Sheriff Building. Additional office space is provided via a second-story addition to the Sheriff Building with elevator access. The Courthouse gains a security checkpoint vestibule, egress stair, and elevator access to all three existing floors. The Judicial Annex improvements include the fit out of the existing second floor, an addition of a security checkpoint vestibule, egress stair, and elevator. The project includes fire alarm and sprinkler system installations for code compliance.

#### **Construction Cost**

\$8.5 Million

#### **Project Size**

40,000 SF Existing

10,500 SF New

#### **Project Location**

Keyser, WV

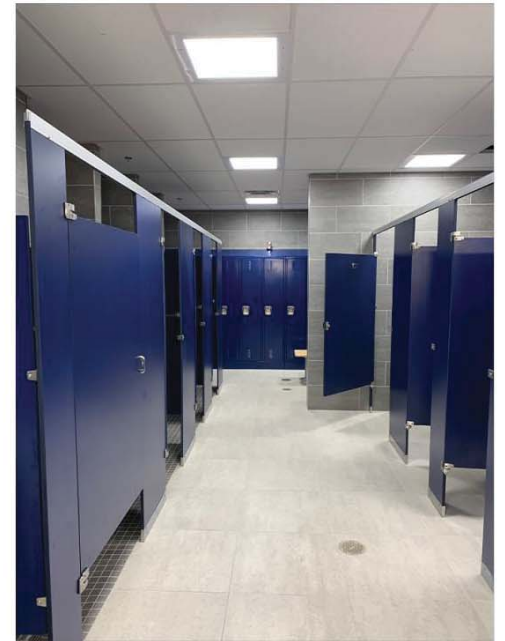
#### **Construction Completion**

Spring 2025

#### **Contact**

Luke McKinzie  
County Coordinator  
304-788-5921





## WVANG Bridgeport FWAATS Restroom Renovations

### Description of Project:

In Partnership with Miller Engineering, Montum Architecture helped prepare renovated floor plans for two locker / shower rooms and two restrooms. The goal was to renovate the spaces to meet ADA guidelines and improve efficiency and utilization of the areas. As well as, choose appropriate finishes that bring these spaces into the modern era. The flooring on the first floor was also replaced under this project. MEI designed renovations to the plumbing, lighting, fire alarm, fire protection, electrical, and VAC systems to accommodate the changes to the floor plans. The existing boiler was replaced with two, high efficient, modulating boilers. The owner was pleased with the chosen finishes and plans to use these as a standard going forward.

**Construction Cost**  
\$1M

**Project Size**  
1,400SF Renovated

**Project Location**  
Bridgeport, WV

**Construction Completion**  
May 2023

**Contact**  
Jim Skaggs  
WV ANG  
(304) 561-6550

# SHARPE HOSPITAL HVAC RENOVATIONS

Weston, West Virginia



The project included design of framing for piping enclosures, fuel tank foundations, generator foundations, cooling tower foundations and steel structure support, and other miscellaneous support designs and analyses for complete redesign of HVAC systems in existing facility.





### Budget History

Project Name	Description	Budget	Cost	Notes
Bluestone State Park	Pool Replacement	\$1,000,000	\$935,600	6% Under Budget
WV State Bulding 25	HVAC Piping	\$650,000	\$533,400	18% Under Budget
Canaan Valley Resort	Electrical Emergency Repairs	\$225,000	\$129,829	42% Under Budget
Mapetown Elevator	Elevator Addition	\$650,000	\$440,000	32% Under Budget
Kanawha State Forest Campground	Electrical Upgrades	\$300,000	\$279,000	7% Under Budget
WV Wildlife Center	Electrical Upgrades	\$300,000	\$303,000	1% Over Budget
Pipestem McKeever Lodge	HVAC Piping	\$1,600,000	\$1,776,000	10% Over Budget



### Project Delivery History

Project Name	Description	Contract	Delivery	Notes
Bluestone State Park	Pool Replacement	180 Days	180 Days	On Time
Bridgeport FWAATS Restroom Renovations	Locker / Restroom Renovations	240 Days	196 Days	Expedited Design
Camp Dawson FMS4 Fire Protection	Fire Protection	150 Days	115 Days	Delivered 1 Month Early
ChalleNGe Academy Maclin Hall MAU Replacement	HVAC Renovation	180 Days	171 Days	Delivered 9 Days Early
Mapletown Jr/Sr High School	HVAC Renovation	180 Days	180 Days	On Time
MTEC Welding Shop	Electrical Renovation	90 Dyas	90 Days	On Time
Pipestem McKeever Lodge	HVAC Piping	365 Days	365 Days	On Time w/ Extensive Coordination



*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*

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

*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”





## TAB 4 – METHODOLOGY & APPROACH





# Project Methodology & Approach

## Evaluation

Miller Engineering will begin the design process by reviewing all existing documentation related to the Military/Veterans Small Business Center. Reviewing documents will give MEI an initial understanding of the facilities which will be confirmed or adjusted through an extensive on site evaluation of the facilities. Evaluations of both existing documents and site visits will allow the design team to create initial building models. The existing utilities in particular will be reviewed as commercial kitchens typically utilize significant amounts of electricity, gas, domestic water, and the special considerations for sanitary plumbing for grease interception. MEI will utilize building information modeling (BIM) via Autodesk REVIT to create models and therefore drawings of the facilities' areas of impact. CAS will generally review the existing building structure to assist with any rooftop unit placement decisions. Montum Architecture will provide architectural evaluation of affected areas of the Child Development Center. MEI and Montum also have the ability to utilize LiDAR scanning of spaces to accurately document the existing conditions and dimensions.

## Schematic

Once the BIM models are accomplished, MEI will meet with the owner. The meeting will involve all stakeholders to gain an understanding of the intended project outcomes. MEI will work with the Owner to determine the kitchen equipment cooking requirements and work with Montum to create an equipment layout for the new kitchen. Initial schematic design plans will be presented to the WVANG for discussion. For kitchens, the initial schematic period is critical for pinning down the layout of the kitchen to meet the Owner's needs for both utility connections and flow. MEI will incorporate early on any input from Montum and CAS. 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 the maximum amount of facilities can be taken out of service at one time and the duration of these outages. These ramifications, in addition to any occupancy disruptions anticipated, would be discussed with the owner. 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 based upon review of the 35% design documents and proceed. While the requirements of the EOI give specific milestones for progress sets (35%, 65%, 95%, & 100%), MEI will not wait until the next progress set to speak with the stakeholders if questions arise. Our philosophy is that the sooner issues are brought forward and addressed, the less they cost the project in time and money. The estimate will also be updated regularly as MEI treats the estimate as a "living document." Any changes or inputs from the owner, as well as other changes made during proceeding with design development, will be reflected in the estimate. MEI believes in giving the owner the information necessary, including budgetary



effects, to make informed decisions regarding the design. The 65% and 95% progress sets will reflect the outcomes of the formal and informal discussions with the owners.

### Construction Documents

The construction documents will be completed using both the results of the progress set reviews and internal peer review. 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 to ensure the intent of the document is clearly transmitted. The final 100% construction document set will be issued to the owner for bidding, along with our best estimate of probable cost.

### Bidding

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 projects through WV State Purchasing, and understand the requirements to successfully bid a project with the state of West Virginia.

### Construction Administration

After bids are received and the contract awarded, MEI is not a firm that disappears until the final punch list. MEI will provide thorough construction 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. MEI believes in being present at construction progress meetings and making informal site visits to keep the project on track. 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 beliefs 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 days. 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 testing and balancing (TAB), equipment start-up, and owner training. While these events 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 activities to quickly answer any questions and confirm these items are performed properly in accordance with the construction documents.



## TAB 5 – PROJECT FORMS





**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) Craig Miller, PE - President

(Address) 54 West Run Rd. Morgantown, WV 26508

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

(email address) cmiller@millereng.net

**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.*

Miller Engineering, Inc.  
(Company) 

(Signature of Authorized Representative)  
Craig Miller, PE - President

(Printed Name and Title of Authorized Representative) (Date)  
(304) 291-2234

(Phone Number) (Fax Number)  
cmiller@millereng.net

(Email Address)