



**PICKERING ASSOCIATES**

**EXPRESSION OF INTEREST:  
Hawks Nest, Pipestem Resort, and Twin Falls Resort State Parks**

A/E Services for Structural Repairs at Various State Parks  
CEOI 0310 DNR1800000009

West Virginia

August 2nd, 2018

Angela White Negley  
West Virginia Division of Natural Resources,  
Property and Procurement Office  
324 4th Avenue  
South Charleston, WV 25303



Ms. White Negley,

Pickering Associates is pleased to have the opportunity to submit this proposal for providing Architectural/Engineering services for the Structural Repair Project at Various State Parks throughout West Virginia. We feel confident our design team is uniquely qualified to provide design services for this project.

Please accept our proposal outlining our technical expertise, management, staff capabilities and experience for providing high quality engineering and architectural services. The approach we offer has advantages in methodology and delivery, which will elevate the success of your project both now and for years to come. Our firm is capable of providing full architectural and engineering services in house to complete the scope of your project and has had the opportunity to provide full architectural and engineering services to multiple governmental agencies throughout our history.

You will see that team work is the spirit and foundation of our organization. We acknowledge the importance of a quick turn-around and excellent quality services which our administrative procedures, overall organization and depth of experience are posed to provide you. As you will see from our resumes and company experience, we are uniquely qualified to offer the professional services required and to ensure that your project becomes a reality.

Some challenges that can occur with these types of projects can come from multiple sources but most will stem from the uniqueness of each building and the conditions found in each. Through the years, Pickering has taken pride in finding unique solutions to some of the most challenging problems. From a very short delivery/need based schedule for emergency work to limited and stretched budgets/funds. You will find a growing list of repeat clients who come back to Pickering because of the importance we place on each and every job we work on as well as every single client we interact.

Another challenge can come from multiple design firms on one project. With Pickering, our company can provide full services in all areas of architecture and engineering without stepping foot outside our company. Each project/client gets assigned a project lead who handles all coordination within our organization. This structure removes the traditional deflection of responsibility when an issue arises and gives the client and the project lead a direct understanding of roles and responsibility on the project.

We look forward to personally discussing our qualifications to complete this project on time, within budget and exceeding the standards of any firm you may have worked with previously.

Should you have any questions regarding this proposal, please do not hesitate to contact us.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Jessica Lee", is located below the "Respectfully submitted," text.

Jessica Lee, Director of Marketing

304.464.5305 ext. 1115

jlee@pickeringusa.com

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# *Our Company*



**Charleston**

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**Parkersburg**

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**Marietta**

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Marietta, OH 45750  
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**Athens**

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Founded in 1988, Pickering Associates has been providing architectural, engineering and surveying services to the Mid-Ohio Valley for over twenty-five years. Our company is the product of three generations and more than 75 years of construction experience. This experience plus state-of-the-art engineering practices create a full-service, multi-discipline, architectural, engineering and surveying firm serving a wide range of needs and featuring innovative, customized solutions.

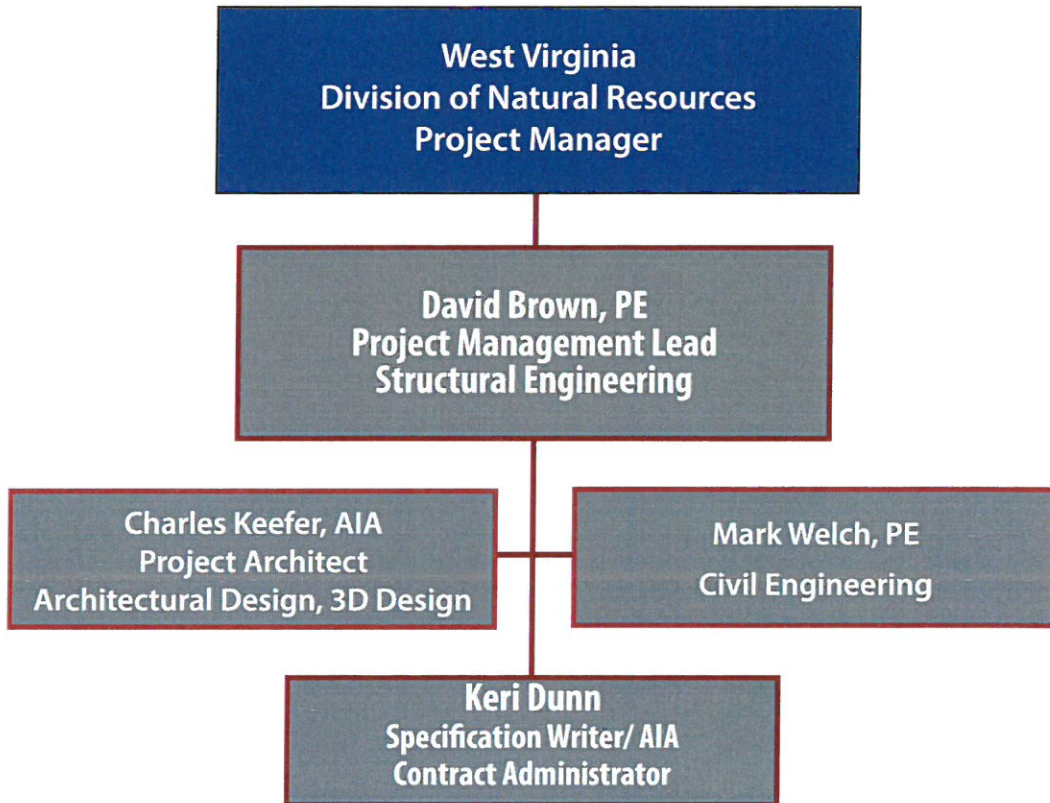
Our architectural, engineering and surveying firm consists of an exceptional balance of experience and the desire to provide our customers with a quality product at a fair price. Our highly qualified staff includes licensed professional engineers, professional surveyors, licensed architects, designers, and drafters as well as support personnel. The disciplines we cover include architecture, surveying, project management, civil engineering, structural engineering, mechanical engineering, electrical engineering, process engineering, automation and control, and construction administration. Pickering Associates specializes in the above listed disciplines with education, government, healthcare, industrial, oil & gas and private sector clients.

Successfully executing more than 10,000 projects in its history, the firm has built a tremendous wealth of experience gaining insight into what works for each of our client types. Those lessons learned add substance to our work and provide our clients with unparalleled value. Our objective is to partner with our clients improving their performance, flexibility, life-cycle cost, sustainability and ultimately well-being.

Our broad client base is representative of the area and includes education, healthcare, retail, utilities, municipal, chemicals and plastics, metals, and power generation among others. The types of projects we provide range from conceptualization and construction estimates to full turn-key design including construction management. Every project is unique and our approach to the solution is determined accordingly. Whether the project is a small electrical or mechanical modification, a larger multi-discipline new building or retrofit, or a green field installation, it receives all the attention and care required to make the project a success.

In choosing Pickering Associates, your project will be performed to your specifications with frequent meetings and status reports to keep you up-to-date on the status of the project. Our sole focus is your full satisfaction with the completed quality installation.

[www.PickeringUSA.com](http://www.PickeringUSA.com)



Project Team Pickering Associates





# *Technical Expertise*

**Structural Engineer of Record for AXENS, North America at the Willow Island Facility in Willow Island, WV.** The feasibility study of adding large mechanical equipment to the roof of an existing facility. The analysis resulted the equipment did not affect the load resisting system of the building, but did reveal overall structural reinforcements were required for stability. Detailed building structure reinforcement plans were prepared for a plant wide outage.

**Structural Engineer of Record for AMP Willow Island at Willow Island, WV.** Developed structural design for a 100T Lifting Beam to be used for maintenance of a run-of-the river Hydroelectric Facility. Witnessed full scale load testing.

**Structural Engineer of Record for Welding Tower at West Virginia University at Parkersburg in Parkersburg, WV.** The design of a 3-story steel framed tower to be used by students to learn safe rigging and lifting techniques. Design work included steel framing and concrete foundations.

**Structural Engineer for PAZ Building in Davisville, WV.** Pre-Engineering Plastics Processing Facility; contract document preparation for foundation, retaining walls, warehouse slab, interior office framing & canopy rolled tube framing designs. Completed 2011. The structure was 80,000 square foot.

**Structural Engineer of Record Laboratory Building at Ohio Valley University in Vienna, WV.** The project involved a 4,000 square foot single-story masonry veneer building. Foundation, concrete, masonry & steel framing design, 2007.

**DuPont, Washington Works, WV.** D-1 Extruder Project, structural engineering for the addition of an extruder and related equipment, included extensive analysis of existing structures and strengthening as required. (70% completed, project finished by others)

**Structural Engineer of Record for new duct & piping supports for a 3 story Pack-Out Tower at Kuraray Resin Drying Line 2.** Strengthened existing framing, new steel framing design and new foundations.

**Structural Engineer of Record for New South Green Catwalk, Structural Repairs, Phase 14.** Structural safety upgrade of existing elevated walkway, continuation of multi-phase project. Completed in 2012.

**Main Control Room Renovation for Chevron Chemical Company.** Development of project scope, budget and schedule for an existing control room, project considerations include analysis and review of blast & fire resistant construction, conformance to process hazards and OBBC, upgrade of existing HVAC system, structural analysis & remedial fire resistant construction details. Part of \$5M DCS Upgrade Project.

**CYTEC Building 82 Concrete Inspection.** Building 82 was constructed in the mid-1940's and has been used as an industrial facility since that time. It was an original part of a multi-process facility of the former American Cyanamid Company which was a part of the Calco Chemical Division headquartered in Bound Brook, New Jersey. The building has reinforced concrete masonry walls, exterior columns and floor slabs with a steel framed beam & column structure for equipment and floor support. The inspection was limited to the exterior concrete columns, wall-columns and walls. See Appendix C for the definition of the structural members. The structure has signs of deterioration. Falling concrete debris has been noted and future deterioration is a safety concern. Building 82 is a 3-story structure that is approximately 640 feet long and 60 feet wide. The building height is approximately 53 feet. The inspection identified a total of 333 repair and/or preventative maintenance items observed on the upper level area. A total of (58) items were rated a '1', most important and having a direct impact to safety, (87) items were rated a '2', major potential for becoming an immediate safety issue, (137) items were rated '3', minor potential for being a safety issue and (51) items were rated a '4' as a potential safety concern. None were rated, no safety concern.



**Lead Civil/Structural Engineer for new Emergency Department Consolidation and Patient Room Expansion project.** Project consisted of evaluating storm water management requirements per City, County, State, and NPDES requirements, create site layout showing proposed structure(s), retaining walls, major signs, sidewalk, landscaping, drives, and parking lots, designing grading, drive alignment, parking lot geometry, and storm water drainage, Coordinate proposed design with respective utility providers, etc.

**Project Manager for an investigation and reporting on the cause of a structural collapse of the fifth floor roof at a hospital in Parkersburg, WV.** Responsibilities included the development of the structural analysis report and recommendations to fix the issues at hand.

**Lead Civil Engineer for new 930 SF equipment room addition and renovations to approximately 6500 SF of existing space on the ground floor of the main hospital at the Memorial Campus of the Camden Clark Medical Center.**

**Assisted in the design to enclose an existing courtyard between two buildings in order to house both transportation and phlebotomy offices in a hospital in Parkersburg, West Virginia.** Designed combination structural steel/cold-formed metal roof and lateral-force-resisting system to accommodate existing building characteristics and movement.

**Assisted with the design and drafting of the structural and architectural work on a rad room renovation at a hospital in Parkersburg, WV.** Work included installation of a new x-ray machine and new structural supports.

**Lead Civil Engineer for CCMC memorial campus documentation** – located existing outside utilities on the entire memorial campus master plan including water, sanitary sewer, electrical main, fire truck water connections, etc.

**Designed site grading and parking layout for bank in Parkersburg, WV.** Responsibilities included performing storm water drainage calculations to obtain permits and designed a swale to hold excess storm water and outlet pipe.

**Designed storm water system and new grading layout for a fire department annex in Vienna, WV.** Other duties also involved assisting with the design, drafting and construction estimate of the architectural, civil and structural project elements of the new two-story facility.

**Lead Civil Engineer for a polymer recycling facility located in the Polymer Alliance Zone in Davisville, WV.** Civil design included utilities, grading, site layout, roadways, parking, loading docks, retaining walls, site drainage, sediment erosion control.

**Lead Civil Engineer for a brownfield development of approximately 30 acres to be used for a new manufacturing facility in West Virginia.** Design includes utilities, grading, site layout, roadways and parking and erosion control.

**Lead Civil Engineer for an expansion of operations at a refinery in Marietta, Ohio.** Civil design included utilities, grading, site layout, roadways, and site drainage of approximately one acre.

**Designed a new storm sewer system for a higher education roadway project in Athens, OH.** Responsibilities included designing and drafting site plan, profiles, etc., creating front end bid documents and construction specifications as well as performing construction administration.

**Project Manager and Civil Engineer for multiple fresh water storage ponds for vertical and horizontal Marcellus Shale natural gas drilling operations throughout West Virginia.** Design typically included site grading, cut and fill design, storage volume analysis and design, and embankment slope stability design.

**Lead Architect and Construction Administrator for Fire, Crash and Rescue Station at Yeager Airport in Charleston, WV.** Provided design and construction administration for 20,000 SQ FT response and command station that includes 12 apparatus bays, living areas, full kitchen and dorms as well as the main communications for the Guard's responsive units.

**Lead Architect and Construction Administrator for Kanawha County Sheriff Office Renovations in Charleston, WV.** Provided design and construction administration for renovations to two existing buildings to accommodate the Kanawha County Sheriff's Department and the Kanawha County Prosecuting Attorney's Office. Overall project cost was \$7.2 million.

**Lead Architect and Construction Administrator for the Putnam County 911 Center in Winfield, WV.** This \$4.5M project consisted of a new one-story building for EMS and 911 operations for Putnam County. The EMS section consisted of various staff offices, sleeping quarters, living areas, shower and toilet rooms, smaller meeting rooms, a kitchen, and various support spaces. The 911 portion of the building contained a 911 call center area, director office, assistant director office, head of call center office, miscellaneous work rooms, breakroom, and a large, flexible training facility with state-of-the-art technology to accommodate multiple uses. Project cost approximately \$4.5 million.

**Lead Architect and Construction Administrator for the Mason County 911 Center in Point Pleasant, WV.** Design of a new one-story building for EMS and 911 operations for Mason County. EMS operations for this building included staff offices, sleeping quarters, living areas, shower and toilet rooms, meeting rooms, a kitchen, and various support spaces. The 911 areas of the building contained a 911 call center area, various offices, miscellaneous work rooms, and a staff breakroom. Construction costs were approximately \$2M.

**Lead Architect and Construction Administrator for the Kanawha County Public Safety Annex in Downtown Charleston, WV.** Worked with the Clients through all phases of design and construction for this project, including construction oversight. Project programming consisted of two buildings and included multiple staff offices, a main lobby area, four large meeting rooms, a mock trial room for training, breakroom, toilets, high security evidence storage for the County Sheriff, a processing and holding center, vehicle storage for the County's rescue equipment including a boat and SWAT vehicle, two high security vehicle bays, a driving and gun training simulator, and miscellaneous support spaces. The project was approximately \$10M in construction costs.

**Lead Architect and Construction Administrator for Chief Logan Recreational Center in Logan, WV.** The Chief Logan Recreational Center was designed as a state-of-the-art, stand-alone mixed development facility. Programming for the center included: an aquatic center with Olympic-style 25-meter / 8-lane competition swimming pool, climate controlled fitness center, professional sports shop with equipment and accessories, multi-purpose areas for indoor soccer, volleyball, and basketball, three indoor tennis courts, elevated walking track, locker rooms with amenities, showers, and daily-use lockers. Programming also included meeting rooms and miscellaneous support spaces for the center. Construction costs were approximately \$4.5M.

**Lead Architect for the Boone County Courthouse Annex in Madison, WV.** This project consisted of a new four-story addition to the existing courthouse structure. Programming included a main entrance lobby, two family courtrooms, office suites for judges, miscellaneous staff offices, County Sheriff offices, offices for the County Commission, storage facilities, and various support spaces. Project cost approximately \$3.5M.

**Lead Architect and Construction Administrator for the Kanawha County Family Court Renovations.** Project renovations included a total building renovation for the existing facility. New spaces included three courtrooms, three family court office suites, new restrooms and various support spaces. Also included in the project scope were updates and renovations to the existing main lobby area. Charles provided design, project management, and construction oversight for the project. Project costs approximately \$500K.



Bidding Coordinator and Construction Contract Administrator. Bid duties include preparation of front end specifications required for procurement, addressing bidding questions, preparing addenda, receiving and tabulation of bids, and issuing letter of intent. Contract Administration duties include preparing and executing contract documents, change proposal requests, change orders, change directives, receiving bonds and insurance from contractors, processing pay applications and closeout documentation. Familiar with WV School Building Authority Requirements and various grant requirements including the American Recovery and Reinvestment Act. Projects have included:

**Recent projects include:**

- Roof Replacement at Parkersburg High School Field House.
- Roof Replacement at Camden Clark Medical Center.
- Roof Replacement for the Washington County Public Library.
- Facade Renovations at West Virginia University at Parkersburg's Downtown Center.
- New Elevator Installation at West Virginia University at Parkersburg's Downtown Center.
- Electrical Service and Distribution at West Virginia University at Parkersburg's Downtown Center.
- Roof Replacement at West Virginia University at Parkersburg's Downtown Center.
- Asbestos Abatement at West Virginia University at Parkersburg's Downtown Center.
- Chiller Replacement at West Virginia University at Parkersburg's main campus.
- Salt and Motorcycle Storage Building at West Virginia University at Parkersburg's main campus.
- HVAC Upgrade project at West Virginia University at Parkersburg's Caperton Center.
- Fire Alarm Upgrades at West Virginia University at Parkersburg's main campus.
- Elevator Control Modernization at West Virginia University at Parkersburg's main campus.
- New Spec Process Building in Davisville, WV - multiple prime contracts.
- New Industrial Plant in Millwood, WV - multiple prime contracts.
- Energy Saving Implementation for Wood County Commission - multiple prime contracts.
- Access Safety at all Wood County School locations.
- Structural Repairs at Wood County Board of Education.
- Brick Repairs at an elementary school for Wood Co. Schools
- Boiler Replacement at an Elementary School in Wood County, WV.
- Welding Shop Ventilation replacement at the Wood County Technical Center.
- Access Safety renovations at all Wirt County School locations.
- Access Safety renovations at several addition entrances for Wood County Schools.
- Access Safety and Main Entrance Renovations for Wood County Schools - four phases of implementation.
- Electrical Upgrades at two elementary schools for Wood County Schools.
- HVAC Renovations at the Wood County Courthouse for the Wood County Commission.
- Fifth Floor Renovations at Camden Clark Medical Center - Memorial Campus.
- Third Floor Renovations at Camden Clark Medical Center - Memorial Campus.
- Roof Replacement at the Polymer Alliance Zone in Davisville, WV.





# *Our Services*

### **Comprehensive Design**

At Pickering Associates, we understand the importance of keeping the Client informed and engaged throughout the entire design and construction process. It is crucial to the project to get the Client involved early in the process along with other key stakeholders, in order to understand the needs of the facility. Our plan would be to engage the key stakeholders in regular design meetings to ensure expectations and schedules constraints are met.

Our design process will begin with **schematic design**. We feel that time spent with your staff to better understand the project, will allow us to be more efficient in completing the schematic design phase for this project and progress us to the next phase quicker than our competitors, therefore allowing us to meet your anticipated design schedule.

We always involve the authorities-having-jurisdiction during the schematic design to make certain that we address any and all concerns that they may have, thus reducing costly changes during design and/or construction. We have a close working relationship with agencies such as the West Virginia State Fire Marshal's Office and are familiar with the local and state requirements that need addressed for a wide range of projects. At the end of the schematic design phase Pickering will present rough sketches to the owner for approval. These sketches will provide the owner with the opportunity to verify that we have correctly interpreted your desired functional relationships between various activities and spaces. The sketches will also provide the client with a general indication of the exterior design and overall look of the addition. Once schematic design is complete, we will move into the design development phase for the project.

The **design development** phase is a transitional phase where the design team moves into developing the contract documents. In this phase, the architects and engineers prepare drawings and other presentation documents to crystallize the design concept and describe it in terms of architectural, electrical, mechanical, and structural systems. In addition, we will also prepare an estimate of probable construction costs so you will have a better indication of anticipated project costs. By preparing this estimate early in the design process, it will allow us to identify potential cost savings that may be required to keep the project within your anticipated budget. At the end of the design development phase, the architect will provide the client with drafted to-scale drawings that will illustrate the project as it would look when it's constructed. These drawings will specifically define the site plan, floor plans and exterior elevations. It is important that the client provide input to the architect at this time as the design development drawings are used as the basis for the construction drawings and used to further develop and refine the estimate of probable construction costs for the project.

Once the Owner has approved the design development phase, the Architect prepares detailed working drawings, thus progressing into the **construction document** phase of the project. During this time, final drawings and specifications are produced for the project. These documents will be used for bidding the project to contractors. These drawings and specifications become part of the construction contract. The construction documents will include all necessary information to ensure that the project will be constructed as conceived by the Owner and design team. Renderings and/or a physical 3D model can also be prepared (if desired by the client) to accurately portray the final design and to use as a marketing tool.

Pickering Associates can handle the **bidding & negotiation** phase of the project with our experienced in-house construction administration team. We have systems in place, and are equipped to electronically distribute the bidding documents to contractors and equipment suppliers interested in bidding the project, as well as produce hard copies as required. We will assist in contacting contractors to get interest in bidding the project, answer requests for information during the bidding process, assemble addendums, schedule, coordinate and lead a pre-bid meeting, and assist the owner with bid opening and contractor evaluation.

### ***Performance Schedule***

With the selection of Pickering Associates, your organization gains the full depth of our organization. All projects are scheduled out through all phases of delivery by our resource manager and the project manager, assigning the necessary resources to perform to the schedule necessary for that project and highlight major milestones long before they could become an issue. With more than 70 professionals on staff, you can be confident that Pickering Associates has the resources to meet your project schedule.

### ***Sustainable Design***

Pickering Associates is a LEED affiliated firm. We have architects and engineers that are current with LEED registration and the firm has completed multiple projects ranging from the certified level to platinum. We use software and best engineering practices to provide the end user the most energy efficient building systems. When you combine this with providing architectural design that works with these systems for insulation and avoidance of solar heating, you end up with an energy efficient building.

### ***Multi-discipline Team***

We also believe that because we are a full-service firm, (having the majority of the designers, architects, engineers, landscape designers, surveyors, project managers, and construction administration professionals on staff and under one roof), we are able to provide a better coordinated project than firms who are required to use many outside consultants. We organize regular in-house project team coordination meetings throughout the design phases of a project to discuss and work-out any issues or concerns that may arise. We feel that this face-to-face coordination with our design team is more effective and efficient than coordinating via email or over the phone. Our close coordination efforts have proved valuable in many cases where the design schedule is accelerated and/or where there is equipment in the project that requires the effort and coordination of several disciplines. Typically, there are more change orders in firms that are not full service due to the difficulty and time required for drawing coordination.

### ***Cost Estimation***

In order to provide estimates for probable construction costs with accuracy, Pickering subscribes to and utilizes RS Means CostWorks On-Line. This tool provides comprehensive, localized, and up-to-date construction costs to help us create reliable estimates for our projects.

We know the importance of not only understanding our client's budget, but ensuring that the project is designed to fit into (and stay within) that budget. When an exterior addition is involved, we do our best to give our client a project that will not only look nice, but provide a design that will fit into the context of the existing facility by making it look like it belongs. We do not feel that it is appropriate to over-design a project to make a statement – thus increasing construction costs and making it difficult to stay within the client's project budget. We believe that it is more important to design features into the project that will allow for a better functioning project.

We utilize cost control methods to make sure that the overall project budget does not increase without the client's knowledge or prior approval. We typically provide an updated estimate of probable construction costs for each phase of design, thus monitoring and providing control for the project budget. If scope items are added to the project during the design phase we make certain that the client understands the implications and costs associated with each change or addition - prior to officially adding it to the project.





## *Related Prior Experience*

*Type*  
Education

*Services*  
Structural



Pickering Associates performed a structural assessment for the Wood County Board of Education concerning wall and floor cracking they were experiencing in their Board of Education office building. This project demonstrates Pickering Associates' experience regarding Structural Forensics, Analysis and Design services in support of client budgeting and planning.

Over time, minor cracking in the Board of Education office's concrete slab had reportedly grown with no apparent natural resolution. The damage was limited to one small area, but the Board hoped to take care of the issue before it had a chance to become more widespread.

Pickering Associates provided a report of the damage and the current structural adequacy of the floor, investigated the potential causes and offered recommendations for repair including the associated conceptual cost estimate.

Resolution and repairs included the site drainage modifications, foundation repair system application and miscellaneous masonry/concrete reconstruction. Temporary shoring was installed and during all construction, the building was strictly monitored for shifting or movement. The windows on the affected side of the building were removed and stored for reinstallation. The contractor excavated and installed 15 helical soil anchors and replaced lintel bearing masonry. The windows were reinstalled and sealed and interior finishes were replaced. Additional tuck-pointing was performed on the exterior brick, the drainage was replaced around the footings and the site was regarded, landscaped and seeded.

The expertise and professionalism of the contractor along with quick response times by the engineer allowed this project to proceed quickly with minimum disruption to the daily activities of the occupants.

Design was complete by 04/19/2011. Construction was complete 08/04/2011.

Project Owner: Wood County Schools

**Reference:** Gary Cooper, Wood County Schools  
304.420.9568  
gcooper@access.k12.wv.us



*Type*

Higher Education

*Services*

Structural

Project Management

Construction Administration



Pickering Associates provided structural engineering services as a primary consultant for phases 5 & 6 then as a sub-consultant to RVC Architects, Athens, Ohio for phases 13 & 14. The work involved the development of plans and specifications for concrete and brick masonry repairs to existing elevated walkways. The walkways serve 15 residence halls and were required to be built to evacuate students during periods of flooding.

NOTE 1: David Brown, PE acted as program manager, project manager, structural engineer of record, construction administrator and quality control/assurance engineer for this multi-phase program of repairs to the elevated walkways that serve 15 residence halls on the South Green area of Ohio University, Athens Campus. The project originally started in 1995 and was slowed by funding restrictions. Conditions worsened and emergency shoring in areas was needed. The 2001 phase began by addressing safety concerns with later phases addressing a complete restoration with protective coatings and new hand railings. All phases were locally funded.

Funding Phases:

Phase 5	Phase 6	Phase 7	Phase 8	Phase 9	Phase 10	Phase 11	Phase 12	Phase 13	Phase 14	Total
\$150 K	\$200 K	\$300 K	\$300 K	\$100 K	\$100 K	\$250 K	\$450 K	\$600 K	\$250 K	\$2.7 M

The scheduling of each phase was planned to be performed during quarter and semester breaks with all but Phase 8 were performed during summer breaks. Phase 8 was performed during the six-week winter break and required cold weather protection of masonry and concrete work. Phase 15 was planned, but never implemented. This phase is adjacent to the first 3 residence halls planned for demolition. They are currently barricaded and not open for pedestrians for safety reasons.

An assortment of construction photographs taken during the various phases are shown below.



*Type*

Healthcare

*Services*

Architectural

Electrical

Mechanical

Plumbing

Structural

Construction  
Administration

Project  
Management



Pickering Associates has been involved in the design and construction of multiple projects for Cabell Huntington Hospital in Huntington, West Virginia. Projects types range from one discipline to all disciplines depending on the requirements. Some of our projects include:

Full-service engineering and design services to develop construction documents to install two new rooftop HVAC units to supplement cooling to the two existing operating rooms.

Investigation of adjacent air handling systems to the Cystoscopy room to determine if the required airflow can be attained from the nearby system.

Mechanical, Plumbing, and Electrical Design for proposed renovations to the first floor of the medical building at Cabell Huntington Hospital, in coordination with Ed Tucker Architects.

The design for a permanent installation of piping and power to a temporary chiller to cool the operating rooms at Cabell Huntington Hospital to maintain operation while plans are developed for a new water-cooled chiller.

Study for centralizing the hospital's chiller plant operations, which include four water-cooled units and one air-cooled unit. Our team developed a five year plan for centralizing the chilled water operations of the CHH medical facility as well as replacing the existing operating room(s) air handling units.

Designed supplementary direct expansion (DX) coiling coils that were installed in OR rooms, which have maintained temperature and humidity levels within the ASHRAE Standard. We have also been asked to investigate options to reduce the overall room levels to within the Standard and prepare plans for implementing the necessary changes to meet humidity levels of 20-60% RH and temperature levels of 65-70 degrees F.

We used our 3D scanner to document the mechanical room to coordinate existing and new utilities, allowing for documentation to be completed quickly so that we could move into design.

Contact: Ken Jackson | 304.526.2040 | [kenneth.jackson@cchi.org](mailto:kenneth.jackson@cchi.org)



*Type*

Government

*Services*

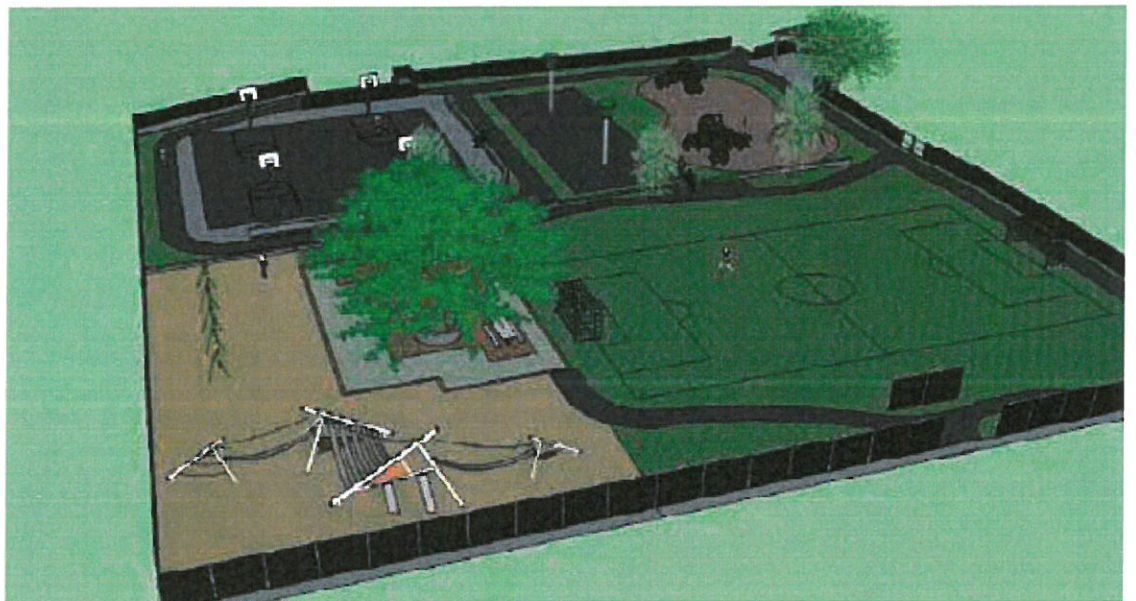
Civil

Survey

Project Management

Construction

Administration



Pickering Associates was asked to design a new community park for Washington Elementary School on 5th Street in Downtown Marietta, OH. The existing playground being in disrepair, members of the community wished to develop a new park design that better served the community and the students. The new design includes a soccer field, basketball courts, a play area for younger children, and a play area for older children, as well as additional seating and landscaping features.

Pickering Associates provided conceptual design and digital modeling, surveying and civil engineering design with Mark Welch, PE as the lead civil engineer and project manager; Spencer Kimble, PE and John Bentz as civil engineers, and Bill Showalter as lead surveyor.

# *References*





June 1, 2018

To Whom It May Concern:

I am writing to recommend the professional services we receive from Pickering Associates.

Mark Mondo Building and Excavating has worked with Pickering Associates for many years.

We have always received prompt, professional, collaboration, and insight when working with them. From simple phone call Q & A, to full service project management, and the myriad of negotiations and regulations of a project, Pickering Associates delivers the services that keep us building projects, year after year. As complicated as a project can be, it is good to know that so many disciplines are so well represented in one firm.

As a regular user of their output, I find that their construction documents to be second to none.

Their attention to detail and clarity of presentation is so important when trying to convey the design of a project. Better drawings mean better projects. Simple as that.

A handwritten signature in black ink that reads 'John H. Anderson'.

John H. Anderson  
Project Manger | Business Development  
Mark Mondo Building and Excavating  
740-376-9396  
740-236-6006 Mobile  
[john@mondobuilding.com](mailto:john@mondobuilding.com)

*Come grow with us!*

May 19, 2016

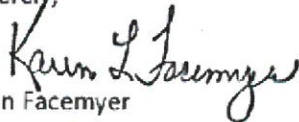
To Whom It May Concern:

Pickering Associates worked with Polymer Alliance Zone, Inc. on our 80,000 square foot pre-engineered warehouse building at Polymer Technology Park in Davisville, WV. The project was funded through WV Economic Development Administration (WVEDA) and the Infrastructure Joint Development Council (IJDC).

From initial project planning, design development and bidding, through contracting, construction administration and closeout, Pickering Associates was beside PAZ to provide any necessary support needed to make this project successful. Their professional team of Architects, Designers and Engineers, worked closely with our staff to make sure the design accommodated all of our needs.

It has been a pleasure working with the staff at Pickering Associates, and I would not hesitate to recommend them for projects of any type and magnitude. I continue to look forward to our future working relationship with their team.

Sincerely,



Karen Facemyer  
President/CEO  
Polymer Alliance Zone, Inc.



**Physical Plant Department**  
**Wood County Schools Maintenance**  
4701 Camden Avenue  
Parkersburg, WV 26101

Phone: 304-420-9568  
Fax: 304-420-9570

August 2, 2016


To the Review Committee.

This affirmative letter of reference is being written for Pickering Associates regarding their architectural and engineering team and services rendered to Wood County Schools. Pickering Associates worked with Wood County Schools on the renovations and new addition at Edison Middle School in Parkersburg, WV.

From initial project planning, design development and bidding, through contracting, construction administration and closeout, Pickering Associates was beside Wood County Schools to provide any necessary support needed to make this project successful. Their professional team of Architects, Designers and Engineers worked closely with our staff to make sure the design accommodated all of the needs for our students and staff.

It has been a pleasure working with the staff at Pickering Associates. I would not hesitate to recommend the Pickering Associates team to any organization seeking quality direction for their construction project.

Sincerely,



Garry H. Cooper  
Physical Plant Director



ADDENDUM ACKNOWLEDGEMENT FORM  
SOLICITATION NO.:

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

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

Addendum Numbers Received:

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

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

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

Pickering Associates  
Company

Traci L. Stotts  
Authorized Signature

7-30-18  
Date

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

STATE OF WEST VIRGINIA  
Purchasing Division

# PURCHASING AFFIDAVIT

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

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

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

**DEFINITIONS:**

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

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

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

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

**WITNESS THE FOLLOWING SIGNATURE:**

Vendor's Name: Richering Associates

Authorized Signature: [Signature] Date: 7-30-18

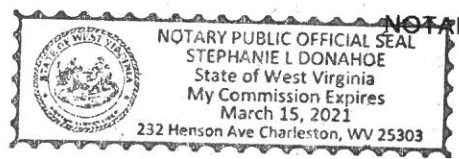
State of West Virginia

County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 30<sup>th</sup> day of July, 2018.

My Commission expires March 15<sup>th</sup>, 2021

**AFFIX SEAL HERE**



NOTARY PUBLIC [Signature]

Purchasing Affidavit (Revised 01/19/2018)

**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.

Mari L. Stotts, Architect  
(Name, Title)

TRACI L. STOTTS, ARCHITECT  
(Printed Name and Title)

11283 Emerson Ave Parkersburg WV 26104  
(Address)

304.464.5305 / 304.464.4428  
(Phone Number) / (Fax Number)

trstotts@pickeringusa.com  
(email address)

**CERTIFICATION AND SIGNATURE:** By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

Pickering Associates  
(Company)

Mari L. Stotts Architect  
(Authorized Signature) (Representative Name, Title)

TRACI L. STOTTS, ARCHITECT  
(Printed Name and Title of Authorized Representative)

7-30-18  
(Date)

304.464.5305 / 304.464.4428  
(Phone Number) (Fax Number)