

June 18, 2019

STATEMENT OF QUALIFICATIONS
for Architectural / Engineering Services



Districts 2 & 3
Office Improvements
DNR 1900000014



E.T. BOGGESS ARCHITECT, INC.



■ Ms. Angela White Negley
WV Division of Natural Resources
Property and Procurement Office
324 4th Avenue
South Charleston, WV 25303-1228

■ June 18, 2019

REF: DNR1900000014

Dear Ms. Negley:

In response to your qualifications request for the professional Architectural and Engineering Design services, the E.T. Boggess Architect, Inc. team is pleased to submit information regarding our experience. We will provide the services necessary to accomplish the improvements at Districts 2 and 3 Office Buildings for the WV Division of Natural Resources. Our team will work with the State of West Virginia, DNR, and designated local representatives to ensure that everyone's vision for the project is achieved.

I will be your architect and will be the person-in-charge for all aspects of the project. Our team has a great deal of experience related to the specific improvements that you have described – replacement of windows and doors, planning and installation of an elevator, restroom upgrades and ADA compliant issues. These renovation projects have been accomplished for state, county and local government agencies. The ETB team includes:

Architectural Design	-	E. T. Boggess Architect, Inc.
Structural Design	-	CAS Structural Engineering, Inc.
MEP Design	-	Harper Engineering, PLLC

ETB emphasizes a client-centered design approach, incorporating mutually defined project objectives. Through this focus, we can assure the State of West Virginia and the WV DNR that needs and project issues will be clearly identified and addressed through an engaged, interactive programming, design, and construction process. Our design process will be conducted with an attention to detail, creative problem solving and with a passion towards project success.

We value this opportunity to serve you and look forward to personally presenting our credentials.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Todd Boggess', is written over a faint, larger version of the signature.

Todd Boggess, AIA, NCARB, Architect
President

Cover Letter

Qualifications – 1

Approach & Scope of Services – 2

Firm Profiles – 3

Projects / Prior Experience – 4

Management / Staffing / Resumes – 5

References with Project Information – 6

West Virginia Purchasing Forms – 7

INTRODUCTION

Ensuring that the renovations to the WVDNR District #2 and #3 Office Buildings work efficiently, operates cost effectively, and is code compliant is in the long-term best interests of our state. The investment made in renovating the existing facilities should help extend each building's longevity and improve the working environments for state employees. Our renovation design will address issues of concern, recommend the most appropriate course of action, and phase the renovations so that the employees experience as little disruption to their daily routine as possible.

The E.T. Boggess Architect, Inc., team understands the challenges facing our entire state as government agencies strive to satisfy the needs of our citizens as well as promote a positive image for visitors. Every new and renovation project for every agency should be designed to operate safely and securely, at the best value for our state. Our design process helps ensure a cost-effective solution. Space planning/design layout for a new elevator will identify the most appropriate location, based on the building's structural system and circulation patterns. Materials and building systems will be chosen for their cost effectiveness over the 50-100 year life of the building. These principles guide our new and renovation design services as we strive to help organizations, agencies, state and city governments ensure their citizens receive maximum benefit from tax dollars.

We believe that our standard approach allows us to better address your specific project. We *look* at what you have (evaluation), *listen* to what you need (interactive programming), and then provide *designs* that address the needs specifically for each building. The integrated design process, which we have always implemented, seeks input from the owner(s), the employees who will be working in the building and the maintenance personnel who will be maintaining the facility. The success of many of our projects is a direct result of the information and ideas discussed during the initial planning and programming meetings.

Over the past ten years, approximately half our projects have been new construction and half have been major renovations. Several of those renovations have been complete adaptive re-use projects of historical buildings and some have involved historic tax credit incentives. We have also conducted investigations and prepared preliminary reports that have been used to submit with grant applications before moving forward. Laying the groundwork for a project and then waiting for funding to materialize is a frequent situation for our firm.

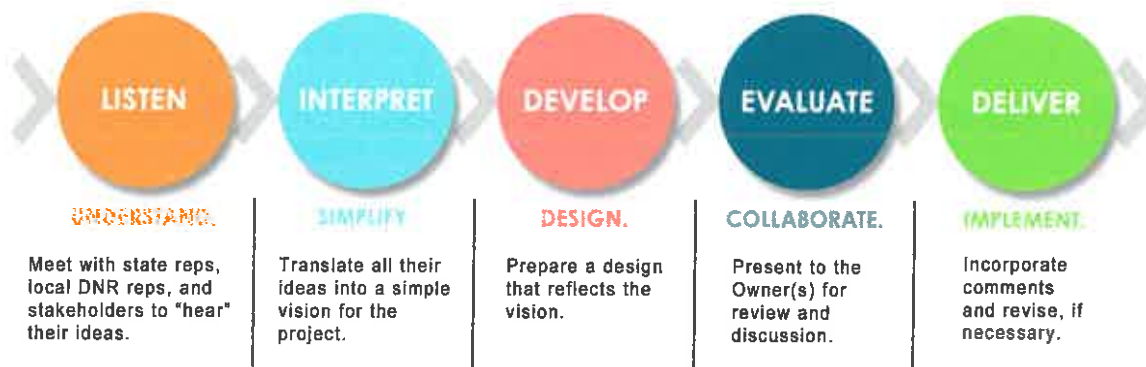
There are a number of government buildings that have suffered through years of neglect or simply cases where the money to remedy any deficiencies was not available. Several years ago, we began phased energy upgrades to the historic Mercer County Courthouse. The roof was replaced in two stages and the doors and windows have been restored and re-worked. Additional renovations have been accomplished with emphasis on energy upgrades, access, and security for the Mercer County Courthouse and the Mercer County War Memorial Building. We also designed the exterior upgrades, including window replacement, at the WVARNG Joint Headquarters Complex (Coonskin). Our current renovation project is the adaptive reuse of a former wood processing facility (272,902 sf) for the City of Princeton. All city departments are being relocated onto a single "campus" setting, including administration, police, fire, public works and recreation. The work is being accomplished in phases, with the first phase (administration offices) completed and phase II to begin this month. Plans are also being considered that will develop the surrounding 30+ acres for a new pool, soccer and baseball/softball playing fields, and walking paths.

ETB is currently working with the GSA to upgrade offices on the third floor of the Elizabeth Kee Federal Building in Bluefield and spaces in the Robert C. Byrd Courthouse in Charleston. These federal projects required our employees to obtain a Tier 1 Security Clearance.

2.1 Goal/Objective 1: Review existing plans, conditions and evaluate the site while communicating effectively with the owner to determine a plan that can be implemented in a manner that will minimize disruption and meet all objectives.

Communication, collaboration, and consensus are the three elements we feel are essential to the planning, design and building process. The architect is responsible for the finished product, but the design process must include guidance and review by the State of West Virginia and representatives from the WV DNR. Our goal is to develop a “partnership” with our clients – a relationship that includes a long-term commitment, trust, and shared vision.

ETB believes clear, effective communication is key to project success. We have unique and effective communication tools that help all involved better understand project design, challenges and solutions. As a team, we will plan and coordinate regularly scheduled meetings and conferences with the Owner and team members as the project progresses through the different phases of work. ETB will communicate via drawings (3-D building modeling and plan graphics), phone conferences, scheduled face-to-face meetings, as well as e-mail and text communications. We have also utilized project specific FTP website to distribute and post project information including design graphics, construction documents, meeting minutes, project photos, contract information, submittals, etc.



Architectural design should be an interactive process. Design cannot be mass produced or provided in a “cookie cutter” fashion, it must be developed from scratch with the unique attributes of each individual project. Our approach is not only about us and our ideas . . . it is about *you and your ideas*. Our team will meet with representatives from the WVDNR, along with personnel from each of the district offices, to examine the existing facilities and review all available documentation. We will evaluate the building systems and existing windows, along with possible locations for new elevators. Areas in need of renovation to comply with ADA requirements will also be identified and addressed.

2.2 Goal/Objective 2: As a portion of this process outlined in Objective 1, provide all necessary services to design the facilities described in this EOI in a manner that is consistent with The Division of Natural Resources needs, objectives, current law, and current code; while following the plan to design and execute the project within the project budget.

DESIGN - ETB has been developing architectural designs, plans, specifications, estimates and other construction/bidding documents for projects for over 50 years. Our projects and design services are dependent on both our abilities as architects and our commitment to perform and implement a set of standards in order to create a design that responds to the needs of our client. In house, ETB actually functions as a team of consultants with individual strengths and abilities emphasized by each employee's role within the team. In addition to being a strong design oriented firm, we offer expertise in communication, construction documentation, construction administration, and quality control.

STRUCTURE - CAS Structural Engineering has been providing structural engineering design and analysis on a variety of projects throughout the state of West Virginia, including governmental, industrial, and commercial facilities, since 2001. CAS is currently working on and has completed multiple projects for the WVDNR, as well as projects at the Governor's Mansion and the Capitol.

MEP - Harper Engineering, based in St. Albans, will provide MEP services, if/as needed for the renovations. Founded in 2008, Harper Engineering possesses the talent and resources to provide quality mechanical, electrical, and plumbing design that satisfies all of your performance, energy use, and budgetary needs. Their staff utilizes the latest Building Information Modeling (BIM) software to provide the accurate system design with minimal change orders during construction and their designs meet the 21st century standards of indoor air-quality, energy use, and fire safety.

The ETB team will emphasize the design of a safe, secure, and productive environment that will satisfy the current and future needs of Districts 2 and 3 offices. In addition, our design will comply with all current state and local code requirements.

BUDGET - It is our goal to design a facility within the established budget by thoroughly investigating the cost of materials and labor and utilizing the costs of past projects. The first step in maintaining a project budget is to make sure the budget represents an achievable goal. This is where honest, open *communication* between the Owner and design team is important. We believe that the management of costs and/or risks begins with the development of fully vetted alternatives which enable you to make informed choices about the project. We search for simple and effective solutions. The evaluation of cost must extend beyond the costs of construction, and consider the costs of operations, human resources, energy and sustainability.

2.3 Goal/Objective 3: Provide Construction Contract Administration Services with competent professionals that ensures the project is constructed and functions as designed.

Contract administration services are important in order to ensure construction conforms to construction documents; to support the design intent; to lessen project risks; to identify and resolve construction problems early; and assist you in understanding the construction process. The architect, serving as a construction administrator, observes construction for conformity to construction drawings and specifications. Standard Construction Contract Administration Phase Services provided by ETB include determining compliance with documentation based on site visits and review of shop drawings/submittals provided by the contractor.

Chris Canterbury is our construction administration manager and has been involved with projects all across our state. Chris provides efficient leadership in coordinating the team dynamics, budget, schedule, and the flow of information. He also assists the client with the management of services and consultants that may not be a part of this contract, but still may have an impact on workflow and infrastructure coordination.

Project Management - Our project managers provide efficient leadership managing the team dynamics, budget, schedule, and the flow of information. The project manager's role also includes assisting the client with the management of services and consultants that may not be a part of this contract, but still may have an impact on workflow and infrastructure coordination. The effective implementation of your goals and objectives will be realized through frequent and consistent collaboration among all the design disciplines.

Project Schedule Management - Completing projects on time requires effective schedule management and a commitment of the entire project team. The process begins with the development of the project schedule with input from each stakeholder engaged in the process. Accelerated schedules require even more dedication to benchmarks and deadlines, identifying production problems early and making the necessary adjustments before issues become too great to be effectively managed.

Cost Management - We believe that the management of costs and/or risks begins with the development of fully vetted alternatives which enable you to make informed choices about the project. We search for simple and effective solutions that will continue moving the project forward. We also believe that the evaluation of cost must extend beyond the costs of construction, and consider the costs of operations, human resources, energy and sustainability.

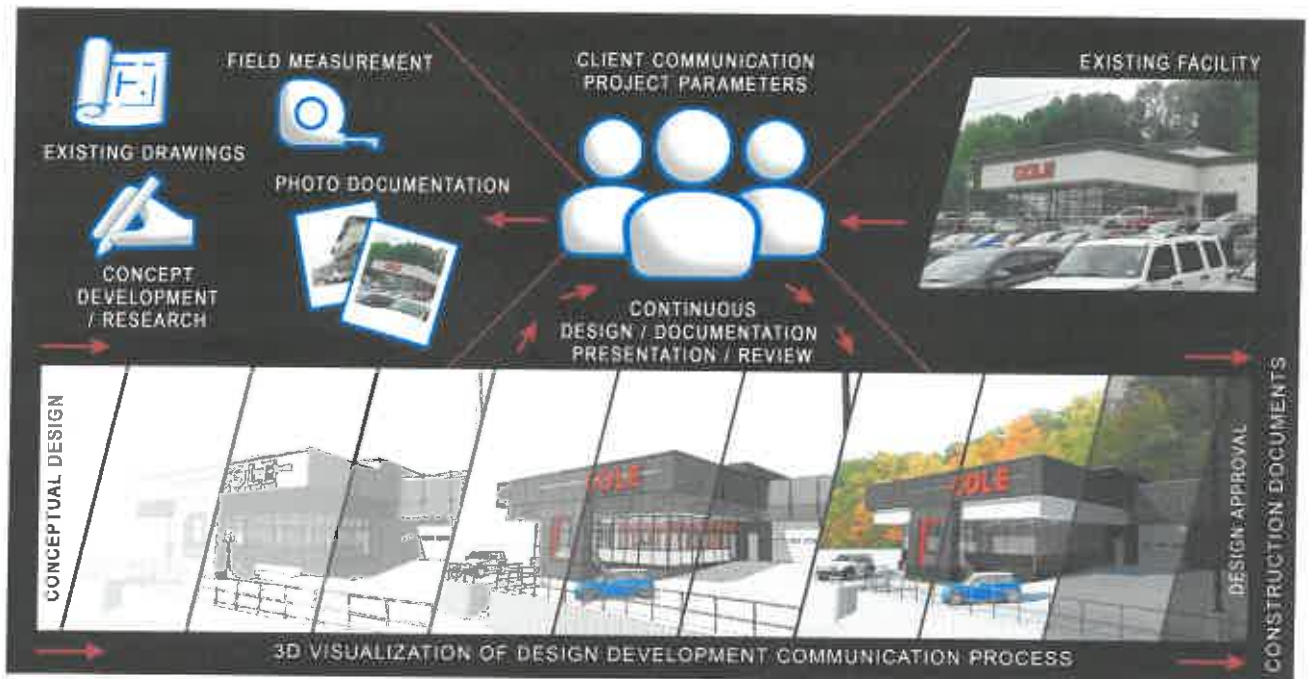
Quality Control - Quality control starts with matching expectations about quality standards and life cycle costs with budget and scope during planning and design reviews. This continues through construction delivery with a program of inspections, tests, and certifications that are typically handled through a third-party agency.

Quality control should flow seamlessly from one phase to another. The “partnership” we develop during the project assists us in maintaining a high level quality control standard with everyone working together in the project’s best interest. We strive to coordinate performance among the entire project team in order for a completed building program to fully satisfy your needs and expectations. The quality control plan we follow should help eliminate errors, reduce cost and improve overall building quality.

Quality Assurance - We feel quality assurance is the ability of an architect to provide the client with a set of documents that satisfies the client’s needs and are as accurate as possible. ETB believes quality assurance is an ongoing process, not just a one-time occurrence. No project is perfect, however, we strive to achieve maximum client satisfaction.

Our team will do everything within our power to ensure the project stays within budget and on schedule. We will compile the necessary documentation required for the project to be accomplished and we will work with the contractor to address any unforeseen problems that may be discovered. We will also work with the WVDNR to ensure the state employees safety, comfort and productivity are maintained throughout the process.

The flow-chart below shows an example of our approach to a recent renovation project.



APPROACH

Our approach to the window replacements at the WVDNR District #2 and #3 Office Buildings will begin with a thorough examination of the existing windows. It will be important to determine whether the building cladding can be removed to access/evaluate the existing flashing/sealant installation. If the cladding must remain in place, and the integrity of the existing flashing and sealants hidden within the wall assembly cannot be verified, then it will probably be necessary that new flashing and sealant be installed on the exterior surface of the wall and integrated with the new window system. It will also be important to coordinate directly with weather barrier manufacturers for development of "water-managed" window system details specific to each installation. A determination will also need to be made as to whether lead paint and/or asbestos is present in the area that is to be disturbed during investigation and replacement/construction.

The 5 principals for replacement of window systems as outlined by the ASTM are listed below. These guidelines outline accepted industry standards for installation of new and replacement windows and are typically the approach we utilized for this type of project.

1. Select the right fenestration product for the task-including considerations such as exposure/climate/attachment/egress
2. Prepare the rough opening to ensure the product will properly fit
3. Integrate the rough opening with the water resistive barrier (WRB), which provides air/water protection to the building envelope
4. Install the fenestration product into the rough opening, ensuring proper functioning (plumb/level/square and ensure proper operation)
5. Ensure complete integration between the fenestration product and the building envelope's water-resistive barrier through correct lapping and sequencing of flashing and sealant materials

Specific Tasks

ETB will provide the services needed in the phases or steps shown below. As mentioned previously, we utilize an interactive design approach. We will therefore be involving your designated representatives in order to understand and address your specific needs.

Investigation and Evaluation Phase:

- Upon receipt of Notice to Proceed, ETB will review all available original plans, specifications and other relevant data documenting existing systems and structures.
- Conduct a thorough evaluation and inspection of the window system, evaluating existing conditions. Review existing structural plans to identify possible locations for a new elevator. Examine deficiencies associated with ADA requirements.
- Perform engineering analysis to establish roof and structural system design criteria including structural loading/uplift capacities, thermal resistance ratings, drainage capacities and other relevant data for evaluation of roof/structural system compatibility with new window systems and elevator systems.

- Meet with representatives from the WVDNR to present and discuss preliminary findings, including preliminary budget amounts.

Preliminary Design Phase:

- Prepare preliminary design drawings, targeting all areas of work that will be affected
- Prepare Outline Specifications and Preliminary Estimate of Probable Construction Costs.
- Discuss phasing opportunities and scheduling
- Meet with representatives from the WVDNR to review preliminary design drawings, proposed scope of work, proposed system product selections and alternatives, and Preliminary Estimate of Probable Construction Cost. Review/establish budget and contingency and establish Final Construction Phase Schedule (bidding and award).

Construction Document Phase:

- Prepare Construction Documents including detailed drawings and specifications commensurate with established scope of work.
- Prepare Final Estimate of Probable Construction Costs.
- Assist with coordination/preparation of non-technical provisions of the contract documents. (Bid Advertisement, safety/security compliance, temporary facilities, utility access, etc.)
- Meet with representatives from representatives from the WVDNR as necessary to review progress, discuss proposed design and budget refinements, value engineering proposals and other general coordination issues.
- Assist with review, selection and pre-approval of Contractors, if required

Bidding and Construction Phase:

- ETB will provide general administrative assistance during the Bidding and Construction Phases including:
 - Reproduction and distribution of Construction Documents
 - Attendance at pre-bid meeting
 - Preparation of addenda
 - Review of bids
 - Review of contractor submittals and shop drawings
 - Review/approval of contractor's applications for payment

- Review/response to RFI and construction change order requests.
- Regular on-site Construction observation and reporting
- Assistance/coordination with governmental/ regulatory agencies
- Preparation of project punch list and sign-off
- Review of project close-out documents/ compliance



Before

Window Replacement at
Princeton Public Library

After





Before

Window
Replacement at

WVARNG
Joint Headquarters
Coonskin

After



HISTORY

E. T. Boggess Architect, Inc. was established in Princeton, West Virginia, by Ted Boggess in 1966. ETB has been a successful architectural firm primarily because of a team approach and partnership-type attitude with all involved in the design and construction process. Having grown up in the practice and with a life-long love of architecture, Todd became a full-time presence with the firm in 1988 after receiving a Masters in Architecture from Clemson University. Their unique relationship as father/son/mentor/apprentice and, ultimately, partners was both exciting and rewarding and ETB continues to flourish and evolve under Todd's direction.



REPUTATION

Our firm lives or dies by its reputation. We have cultivated a team that strives to deliver the highest level of project management, service, and design. Our approach is client and site specific, and questions conventional assumptions. The greatest testament to the success of ETB's work goes beyond the organizational, operation and business stewardship we provide; it is in our enduring client relationships.

The architects at ETB are well-respected for their high ethical standards, as well as professional and civic activities. They have been asked to serve as expert witnesses and arbitrators in legal disputes. They have also been selected to serve on various local, state and national committees. These committees cover areas from determining local zoning ordinances to reviewing and developing educational requirements for future architects, to preserving West Virginia's historic architecture. In 2014, Todd was appointed to the WV Board of Architects by Governor Tomblin. The Board of Architects protects the life, health, and property of the people of the State of West Virginia by ensuring that proper architecture practices are used in the state.

SIZE

Bigger is not always better. ETB has purposely controlled size in order to maintain personal involvement and quality control. We feel that it is important to maintain close client contact so we can respond to your needs and questions, as well as address any situations that may arise in a timely manner. Our talented staff is ready to accommodate the needs of your project and ensure the successful completion of our current workload. The depth of our personnel is such that we can assign individuals to the appropriate task during each phase to ensure all your project's needs are satisfied.

TEAMWORK

Throughout our state, we have developed relationships with government agencies, contractors and material suppliers which will be valuable as we address the challenges associated with this project. ETB has worked with many of the code officials, including the state fire marshal, and consider them an extension of our team, another member who is concerned about the final design. We review our designs with the Office of the State Fire Marshal in Charleston at regular intervals during the design process, as well as on-site inspections during construction.

EXPERIENCE

Over the past 53 years, ETB has accomplished many different types of buildings in 12 different states and 1 foreign country. We have not limited ourselves by focusing on one particular type of project or a single location. Instead, we choose to maintain a diverse practice which allows us to begin each project with renewed enthusiasm. Our range of project types have helped us develop a broad knowledge base

ETB was one of the first architectural firms in the state to implement the use of computer-aided design and drafting into the everyday practice of architecture more than thirty-five years ago. Today we continue to implement current technology as we have become very efficient with photorealistic imagery through computer modeling and digital photography. The building 3-D model and associated imagery can be developed early in the design process for presentations. This helps everyone better understand design approaches and project contextual relationships within a setting.

Our firm has a great deal of experience creating graphic imagery as well as presenting the information to government agencies and the general public. Recent projects for the WV Higher Education and Policy Commission, the WV School Building Authority, as well as county school systems, have required us to generate imagery and create powerpoint presentations. This is just another step in the process of moving your projects forward and we are anxious to work with you to obtain the necessary approvals.

SCHEDULES & BUDGETS

ETB understands the importance of ensuring that all schedules and budgets are met. Our strength is in the delivery of appropriate and analytical solutions for complex buildings in strict conformance with budget and time constraints. Some of our most recent projects, especially for state agencies, have presented us with very rigorous scheduling goals.

Our team will do everything within our power to ensure the project stays within budget and on schedule. We will work with the general contractor to provide him with the information he needs as quickly as possible. As mentioned earlier, the key to addressing problems during construction will be **communication, collaboration, and consensus.**





Firm Profile

CAS Structural Engineering, Inc. – CAS Structural Engineering, Inc. is a West Virginia Certified Disadvantaged Business Enterprise structural engineering firm located in the Charleston, West Virginia area.

Providing structural engineering design and/or analysis on a variety of projects throughout the state of West Virginia, CAS Structural Engineering has experience in excess of 30 years on the following types of building and parking structures:

- Governmental Facilities (including Institutional and Educational Facilities)
- Industrial Facilities
- Commercial Facilities

Projects range from new design and construction, additions, renovation, adaptive reuse, repairs and historic preservation (including use of The Secretary of the Interior's Standards for Rehabilitation) to evaluation studies/reports and analysis.

CAS Structural Engineering utilizes AutoCAD for drawing production and Enercalc and RISA 2D and 3D engineering software programs for design and analysis. Structural systems designed and analyzed have included reinforced concrete, masonry, precast concrete, structural steel, light gauge steel and timber.

Carol A. Stevens, PE is the firm President and will be the individual responsible for, as well as reviewing, the structural engineering design work on every project. Carol has over 30 years of experience in the building structures field, working both here in West Virginia and in the York, Pennsylvania vicinity. Carol is also certified by the Structural Engineering Certification Board for experience in the field of structural engineering.

CAS Structural Engineering, Inc. maintains a professional liability insurance policy.



Mechanical, Electrical, and Plumbing Engineering

Harper Engineering, PLLC has the talent and resources to provide quality mechanical, electrical, and plumbing design. Our staff utilizes the latest building information modeling (BIM) software to provide the accurate system designs with minimal change orders during construction.

Our goal is to design optimized systems that meet all of our client's performance, energy use, and budgetary needs.

The staff at Harper Engineering, PLLC has over 100 years of experience working with clients in a variety of fields including, but not limited to, K-12 schools, hospitals, offices, airports, manufacturing, multi-family housing, and Design/Build. The following is a partial listing of projects that demonstrate Harper Engineering's mechanical, electrical, and plumbing design experience:

Services:

HVAC Design

- Heating and Cooling load calculations
- Ductwork sizing
- Hydronic pipe sizing
- Equipment selection

Electrical Design

- Electrical load calculations
- Panel and switch gear selection
- Lighting
- Fire alarm
- Site Utilities
- Emergency Generators
- Security and communications

Plumbing Design

- Pipe Sizing
- Fixture Selection
- Sprinkler design
- Site Utilities

This section contains the following Project / Experience Information:

Projects by E.T. Boggess Architect, Inc.

Pipestem State Park
– multiple projects for the DNR

WVARNG Joint Forces HQ
– renovations for state agency

Mercer County Courthouse
– renovations for local government

Mercer County War Memorial Building
– renovations for local government

Princeton Public Library
– renovations for local government

Princeton Municipal Complex
– renovations for local government

Projects by CAS Structural Engineering

Projects by Harper Engineering

PIPESTEM STATE PARK CONFERENCE CENTER

Pipestem, WV

PROJECT DETAILS

owner/district:
WV DNR

year:
1999

size:
20,000 sf



The Pipestem Conference Center Project involved a two-story addition to the Mc-Keever Lodge. The project centered around the addition of a multi-purpose conference area that can accommodate a single, large group or be divided with panels for multiple, smaller groups.

In order to allow for ADA compliant access, an enclosed, connecting bridge-way was designed to connect the new conference center to the existing lodge.

The existing kitchen area was also renovated during this project.

PIPESTEM STATE PARK CONFERENCE CENTER

Pipestem, WV



PIPESTEM STATE PARK CONFERENCE CENTER

Pipestem, WV

PROJECT DETAILS

owner/district:

WV DNR

year:

1999

size:

20,000 sf



The Pipestem Conference Center Project involved a two-story addition to the McKeever Lodge. An enclosed bridgeway (interior & exterior shown here) was designed to provide ADA compliant access



WV ARMY NATIONAL GUARD JOINT FORCES HEADQUARTERS

Coonskin Park, Charleston, WV

PROJECT DETAILS

BEFORE



owner/district:
WV Army National Guard

year:
2016

type:
Exterior Renovations

The exterior renovations ETB designed for the Joint Forces Headquarters included general facade updates, new window systems, and restoring the original metal cornice. Ten different work packages spread across four connected buildings were provided with final approval/bid acceptance based on available funding. Graphic imagery options for the metal facade were also developed for owner's review/approval.



WV ARMY NATIONAL GUARD JOINT FORCES HEADQUARTERS

Coonskin Park, Charleston, WV



PROJECT DETAILS

owner/district:
WV Army National Guard

year:
2016

type:
Exterior Renovations



WV ARMY NATIONAL GUARD JOINT FORCES HEADQUARTERS

Coonskin Park, Charleston, WV

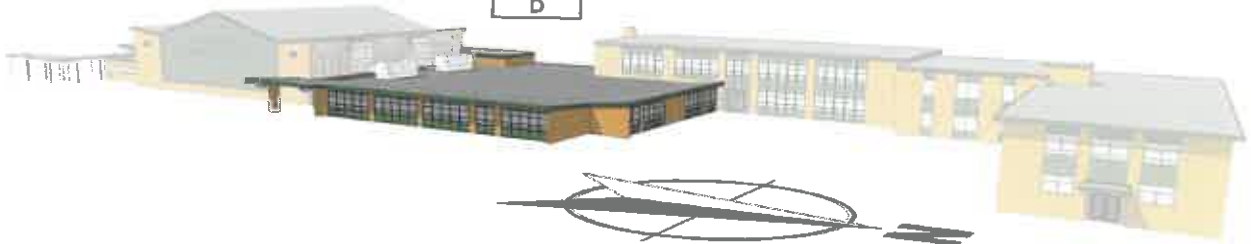
BUILDING ZONE

A



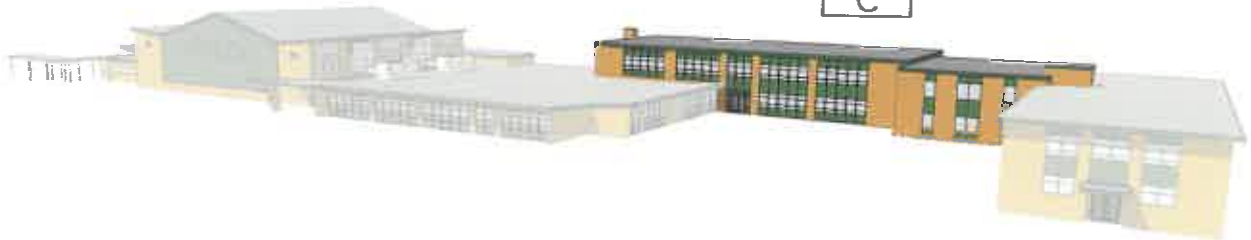
BUILDING ZONE

B



BUILDING ZONE

C



BUILDING ZONE

D



PHASED RENOVATIONS

MERCER COUNTY COURTHOUSE

Princeton, WV



PROJECT DETAILS

owner/district:
Mercer County Commission

year:
phased/multiple years

type:
renovations

The historic Mercer County Courthouse was in need of maintenance and energy upgrades. The renovations have made the building more energy efficient and improved the overall appearance.

Projects include re-roofing (two phases), replacement of the cooling tower, window joint sealant replacement, refurbishment and installation of original bronze doors, and exterior cleaning and repointing of the masonry.

ETB had previously upgraded the security system and combined it with the system that was installed when the new Courthouse Annex was built. Both buildings can now be monitored from a single, main control center.



MERCER COUNTY WAR MEMORIAL BUILDING

Princeton, WV



PROJECT DETAILS

owner/district:
Mercer County Commission

year:
2011

type:
renovations

The Mercer County War Memorial Building Project consisted of both interior and exterior renovations. The historic building's exterior was in need of cleaning, repairing and re-pointing of the stone and masonry. The steel windows were refurbished. Exposed joints and cracks were caulked and sealed. A new sprinkler system, was installed and upgrades were made to the electrical system, including lighting.

ADA upgrades were also included in the renovation design and construction.



PRINCETON PUBLIC LIBRARY

Princeton, WV



PROJECT DETAILS

owner/district:
City of Princeton

year:
2010

size:
13,331 sf (Two Story)

This renovation/adaptive re-use project involved a total interior renovation and exterior restoration that transformed the abandoned former USPO building into a new focal point for Mercer Street. In addition to providing much needed space for books, this design enabled the library to have designated spaces for audio/visual, and an exclusive West Virginia Room. Activities associated with the operation of the library are easily maintained from the custom designed control desk. Rooms in the basement are dedicated to three specific age groups, and include an open computer area. Public meeting /conference rooms with state-of-the-art technology equipment are also located on the lower basement level.



PRINCETON PUBLIC LIBRARY

Princeton, WV

PROJECT DETAILS

owner/district:
City of Princeton

year:
2010

size:
13,331 sf (Two Story)

The exterior renovation work involved the restoration of the cut stone and brick, total roof replacement, improved access, and a combination of window restoration and replacement. During the demolition phase, the original sky-light was uncovered and, along with the prominent re-stored windows, brought a great deal of natural light into the spaces.



MUNICIPAL COMPLEX

Princeton, WV

PROJECT DETAILS

owner/district:
City of Princeton

year:
2019

size:
272,902 sf
37.5 acres

The former Dean Company Property is being renovated as the new location for a multi-functional governmental complex. ETB designed a master plan that incorporated administrative offices, fire department, police department, public works, a recreational center and nautical center. This new hub will also be home to maker spaces, leasable space for large business ventures and a multi-sport outdoor facility for travel sports - baseball, softball and soccer. Outdoor amenities being considered include a skate park, family pavilions and running / walking paths.

Phase I has been completed and allowed the administrative offices to relocate to their section of the building. Phase II will begin this summer.



MUNICIPAL COMPLEX

Princeton, WV



Project Experience



CAPITOL PARAPET WALL REPAIRS

Charleston, West Virginia

This project included an exploratory investigation and preparation of construction documents for repairs to the limestone and brick parapet wall and balustrade at the top of the Capitol Building.

CAPITOL DOME RESTORATION

Charleston, West Virginia

This project included an exploratory investigation and preparation of construction documents for repairs to the structural steel in Capitol Dome.



Project Experience



BUILDING 3 CANOPY REPAIRS

Charleston, West Virginia

Structural design of repairs to existing limestone canopy and supporting structural elements. Discovered that as-built conditions differed from original design documentation



GEORGE WASHINGTON HIGH SCHOOL

Charleston, West Virginia

Structural design of additions to include new 3-story classroom addition, new entrance/commons addition, and new gymnasium addition for Kanawha County Schools.



COVENANT HOUSE

Charleston, West Virginia

This 3-story structure utilized a structural steel frame and light-gauge steel roof trusses for the structural system. The 13,700 SF building was designed to appear as a residential structure, with vinyl siding, asphalt shingles, dormers and gingerbread accents.

Project Experience



JOHNSON AVENUE PROFESSIONAL BUILDING

Bridgeport, West Virginia

Structural design of new 9,400 SF steel framed office building.



YORK COUNTY GOVERNMENT CENTER

York, Pennsylvania

Structural analysis and design of 1898 former department store converted to county government offices. Interior renovations included adding floor framing at mezzanine level, analyzing and redesigning deficient floor framing, and adding new elevators. Exterior renovations included complete façade rework to recreate original appearance.



METROPOLITAN EDISON

Reading, Pennsylvania

The two-story, 5000 SF lobby replaced an outdated 1200 SF lobby and business office. The lobby addition, which serves as a focal piece for the Headquarters Complex, contains several conference rooms and a second floor bridge spanning the width of the lobby. The lobby addition consisted of structural steel framing. An 80,000 SF office addition was constructed during the second phase of this project. A semi-circular cafeteria addition was located at the rear of the complex.



STRUCTURAL REPAIRS TO MCKEEVER LODGE AT PIPESTEM RESORT STATE PARK

Pipestem, West Virginia



Structural plaza decks were leaking through to the space below, deteriorating the structural steel. Steel was replaced, new steel framing and metal deck/ concrete slab installed and waterproofing on top of concrete.



Shower/locker/toilet rooms below the front plaza were reconstructed during the project and a new HVAC system for pool dehumidification was also installed.

A large number of the main building columns were deteriorated at the base and needed to be shored, the bottom portion removed and a new steel column section welded in place. Steel beams at the indoor pool were also replaced.



Project Owner: West Virginia Division
of Natural Resources
Contact Person: Brad Leslie, PE
Contact Phone: (304) 558-2764



TWIN FALLS STATE PARK LODGE ADDITION

Mullens, West Virginia



Performed structural design for new 28,000 SF addition to existing lodge facility. Addition includes new lobby and conference areas, sleeping rooms, indoor pool facility and all support spaces.

Construction materials consisted of timber, concrete, masonry, precast plank and structural steel.



Project Owner: West Virginia Division of Natural Resources
Contact Person: Brad Leslie, PE
Contact Phone: (304) 558-2764
Professional Services End Date: December 2009
Construction Completion Date: Winter 2010
Construction Cost: \$7.3M





State Parks

Cabwaylingo State Park Dining Hall

HVAC, Plumbing and Electrical Design for a new 3800 SF facility.

Chief Logan Lodge and Conference Center Pool

MEP design for new ventilation system for pool filtration.

Palentine Park Improvements

Site lighting and power for Splash Park pump, rest rooms, Amphitheatre and power for vendor receptacles.

Office / Commercial Buildings / Storage

WV Department of Highways SRC Office Building

HVAC, Plumbing, Electrical, Fire Alarm, and Sprinkler design for renovations to the 39,400 SF addition and renovations to existing office building in Charleston, WV.

Energy Corporation of America

HVAC, Plumbing, Electrical, Fire Alarm and Sprinkler design for a 60,000 sq. ft. office located in Charleston, WV.

Dominion Gas Office Building

HVAC, Plumbing, Electrical, Fire Alarm and Sprinkler design for a 20,000 sq. ft. office located in Clarksburg, WV.

W. Kent Carper Justice and Public Safety Complex

HVAC, Plumbing, Electrical, Fire Alarm and Sprinkler design for a renovations to a 62,400 sq. ft. Justice and Public Safety Complex.



St. Albans Armory Storage Building

HVAC, Plumbing, Electrical and Fire Alarm design for a 3,000 SF storage building.

New Bus Garage

HVAC, Plumbing, Sprinkler, Electrical and Fire Alarm design for the new 5,900 SF bus garage in West Union, WV.

Public Works Building

HVAC, Plumbing, Sprinkler, Electrical and Fire Alarm design for new 4,500 SF bus garage in Romney, WV.

Office Addition to Boone County Courthouse Annex

HVAC, Plumbing, Electrical, Fire Alarm and Sprinkler design for a 20,400 sq. ft. addition and renovation to Boone County Courthouse Annex.

Fayette County 911 Emergency Communication Center

Provided mechanical, electrical, and plumbing services for the new 911 Emergency and Communications Center. Project utilized energy efficient water heating system, strategic lightings to reduce screen glare, diesel emergency generator and automatic transfer switch, and a dual action sprinkler system.

Wayne County 911 Emergency Communication Center

Mechanical, Electrical and Plumbing services for the new 911 Emergency and Communications Center. Project utilized energy efficient water heating system, strategic lighting to reduce screen glare, diesel emergency generator and automatic transfer switch, and dual action sprinkler system.

South Charleston Fire Station #1

Mechanical, Electrical, and Plumbing services for the new 10,000 sq. ft. Fire Station located in downtown South Charleston, WV.

Charleston Fire Station #3

Mechanical, Electrical, and Plumbing services for the new 6,400 sq. ft. Fire Station located in Oakwood Road in Charleston, WV.

Management & Staffing Plan

TODD BOGGESS

Title
License
Certifications
ETB Length of Service

President
Architect, WV License # 2587
AIA, NCARB
31 years

STEPHEN MACKKEY

Title
ETB Length of Service

Planning & Designer
10 years

NATHAN TURNER

Title
Certifications
ETB Length of Service

Project Manager
LEED G.A., Associate AIA
10 years

CHRIS CANTERBURY

Title
Certifications
ETB Length of Service

Construction Administration Manager
Associate AIA
19 years

CAROL A. STEVENS

Title
Certifications
CAS Length of Service

Professional Engineer
Prof Eng WV - 011291
18 years

JASON HARPER

Title
Certifications
Harper Engineering Length of Service

Professional Engineer
Prof Eng WV - 017278
NFPA - 2748712
11 years

A component of our management approach is the development of an individual strategy for each project, focused on the specific problems to be solved. This strategy considers the staff members assigned to the project, the scheduling and duration of work phases, the use of special consultants or specialized studies. Our Project Management Plan (PMP) will document key management and oversight tasks and is updated throughout the project as changes occur. The plan will include a definition of your program goals, technical requirements, schedules, resources, budgets, and management programs.

Once we gain a better understanding of your scheduling targets, we will be able to determine exactly what resources we will need to dedicate to the project. Regardless of the schedule, we are confident that our manpower and skill level will remain more than adequate, even in the early, labor intensive phases. Our projected workloads and the depth of personnel available are such that staffing projects of this size and complexity will have no adverse impact on any current or future projects in our office.

Resumes for our design team can be found on the following pages.

Todd Boggess, AIA, NCARB, Architect
President



EDUCATION

- Master of Architecture, Clemson University School of Architecture
- International Studies, Clemson University Daniel Center for Urban Design & Building Studies, Genoa, Italy
- Bachelor of Arts Degree in Design, Clemson University School of Architecture

RESPONSIBILITIES

Todd joined ETB as a project architect and office manager in 1988 after graduating from Clemson University. In January, 2001, he assumed the office of President.

Todd is responsible for . . .

- architectural design and development
- site planning
- computer generated imagery & visualization
- project management and coordination
- contract negotiations
- business development and marketing

Your project will receive his complete attention, from the interview and project meetings, through the construction process. As the president of the firm, you are putting your trust in him and he takes that commitment very seriously. He wants to make sure you are satisfied with our service, performance, and design.

COMMITTEES

West Virginia Board of Architects (since 2014) – Governor Tomblin appointed Todd to this board which is responsible for protecting the life, health and property of the people of the State of WV by ensuring that proper architecture practices are used in the state.

Princeton Zoning Board of Appeals (since 2000) – Todd has been asked to serve on this local committee for the past 18 years. He currently serves as vice-chair. The board is responsible for reviewing and ruling on appeals to the existing Princeton Zoning Laws.

PROJECTS

- WVARNG Coonskin Joint Facilities (*Exterior Renovation*), Charleston, WV
- Pipestem State Park Conference Center (*Addition*), Pipestem, WV
- WVDOH District 10 Headquarters Complex, Gardner, WV
 - Office Building
 - Maintenance Building
 - Bridge & Sign Shop
 - Laboratory
- WVDOH District 6 Headquarters Complex, Moundsville, WV
 - Office Building
 - Maintenance Building
 - Bridge & Sign Shop
- WVDOH District 9 Office Building, Lewisburg, WV
- WVDOH District 1 Office Building, Charleston, WV
- WVDOH District 8 Equipment Shop, Elkins, WV
- WVDOH District 7 Headquarters Complex, Weston, WV
 - Office Building
 - Equipment Shop
- WVARNG Readiness Center, Elkins, WV
- Princeton Library (*Renovations/Adaptive Re-use*), Princeton, WV
- Municipal Complex for the City of Princeton (*Adaptive re-use*), including
 - Administrative
 - Police
 - Fire
 - Public services
 - Recreation

AWARDS

- WVAIA "Honor Award" for Renovation Design of the Princeton Public Library – April 2012
- Princeton/Mercer County Chamber of Commerce "Excel Award" – January, 2011
- *West Virginia Executive Magazine's* "Young Guns" - Fall, 2003
- Princeton/Mercer County Chamber of Commerce "Citizen of the Year - 2000"
- Princeton Elks Club "Citizen of the Year - 2000"

Stephen Mackey
Planning & Design



EDUCATION

- Bachelor of Arts Degree in Design, Clemson University School of Architecture
- Master of Architecture, Clemson University School of Architecture

RESPONSIBILITIES

With over 30 years of experience in all phases of design and construction, Mr. Mackey brought strong design, management and leadership skills to the firm. His significant experience has enabled him to successfully oversee the design and construction of a number of large educational projects. Specific project responsibilities include:

- code review and analysis
- program development
- conceptual design
- design visualization
- project coordination
- construction specifications

PROJECTS

Mr. Mackey rejoined ETB Architects in 2009 after serving as Executive Vice President for two architectural firms in Florida. During his absence, Mr. Mackey also served as project manager on several large governmental projects in the state of Florida, including military facilities.

- WVDOH District 7 Headquarters Complex, Weston, WV
 - Office Building
 - Equipment Shop
- Princeton Rescue Squad Multi-Use Building, Princeton, WV
- Municipal Complex for the City of Princeton (*Adaptive re-use*), including
 - Administrative
 - Police
 - Fire
 - Public services
 - Recreation
- Summit Bechtel Family National Scout Reserve, Mt. Hope, WV

Nathan Turner, LEED G.A.
Project Manager



EDUCATION

- Bachelor of Science, Engineering – Architecture, Fairmont State University
- Master of Architecture (May, 2009), Boston Architectural College

RESPONSIBILITIES

Mr. Turner joined ETB in 2009 and brought with him a wealth of experience in architectural design, as well as construction methods and practices. His prior experience with educational facilities proved extremely valuable as we had several elementary, middle, and high school projects at various stages of completion. Nathan has obtained LEED certification and will assist in our efforts to provide a “green” approach to as many projects as possible.

Specific project responsibilities include:

- architectural programming
- construction documentation
- project management
- project coordination
- construction specifications
- construction administration

PROJECTS

- WVDOH District 7 Headquarters Complex, Weston, WV
 - Office Building
 - Equipment Shop
- Princeton Rescue Squad Multi-Use Building, Princeton, WV
- Municipal Complex for the City of Princeton (*Adaptive re-use*), including
 - ⊗ Administrative
 - ⊗ Police
 - ⊗ Fire
 - Public services
 - ⊗ Recreation
- Summit Bechtel Family National Scout Reserve, Mt. Hope, WV

Chris Canterbury, Associate AIA
Construction Administration Manager



EDUCATION

- Bachelor of Science Engineering Technology/Architecture, Fairmont State University

RESPONSIBILITIES

Chris joined ETB in 2000 as a CADD Technician. His focus in recent years has been project administration and his current position of Construction Administration Manager reflects that area of expertise. Your project will benefit from his superb organizational skills. He attends meetings and keeps track of your needs and wishes. His timely response to submittals will ensure that your project stays on its construction schedule.

Chris is responsible for . . .

- construction administration
- organizing and attending meetings
- coordination with material suppliers
- responding to contractor's requests for information
- reviewing submittals and shop drawings
- site visits/observations

PROJECTS

- WVDOH Buildings – multiple types/locations
 - District 9 Office Building Lewisburg
 - District 1 Office Building Charleston
 - District 8 Equipment Shop Elkins
 - District 7 Office Building & Equipment Shop Weston
 - District 6 Maintenance Building, Bridge & Sign Shop Moundsville
- Municipal Complex for the City of Princeton (*Adaptive re-use*), including
 - Administrative
 - Police
 - Fire
 - Public services
 - Recreation
- Princeton Library (*Renovations/Adaptive Re-use*), Princeton, 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 Chair
West Virginia University Institute of Technology
Department of Civil Engineering Advisory Committee

CIVIC INVOLVEMENT

Forks of Coal State Natural Area Fdn Committee Member
Engineer's Week Speaker

EXPERIENCE

West Virginia, Pipestem Resort State Park Lodge:
Structural repairs to steel and concrete structural components with severe deterioration.

West Virginia, Pipestem Resort State Park Sprayground:
Structural design of new bathhouse to support new sprayground near lodge.

West Virginia, Twin Falls Resort State Park:
Multiple phased structural repairs to existing lodge structure.

West Virginia, Hawks Nest State Park:
Multiple phased structural repairs to existing lodge structure.

West Virginia, Chief Logan State Park:
Structural design of new 4-bedroom cabins.

West Virginia, Canaan Valley Resort State Park:
Structural investigation and recommendations for repairs to the five (5) existing overnight sleeping facilities.

West Virginia, Twin Falls Resort State Park Lodge Addition: Structural design for new 28,000 SF addition to existing facility, including new entrance lobby, conference areas, sleeping rooms and indoor pool.

West Virginia, Hawks Nest State Park Lodge: Analysis of structural cracks in lodge building. Work included probes to determine condition of existing connections between structural elements.

West Virginia, Twin Falls Resort State Park: Structural evaluation of existing recreation building.

West Virginia, Pipestem Resort State Park: Structural evaluation of existing recreation building.

West Virginia, Cabwaylingo State Forest: Structural evaluation of existing dormitory buildings constructed in the 1950's.

West Virginia, Beech Fork State Park Pool, Bathhouse and Cabins: Designed structure for new bathhouse, swimming pool and cabins.

PO Box 469 • Alum Creek, WV 25003-0469 PH 304-756-2564 FAX 304-756-2565 WWW www.casstruceng.com

COMMERCIAL, GOVERNMENTAL AND INDUSTRIAL STRUCTURAL DESIGN, ANALYSIS AND RESTORATION

WV OH KY TN MS PA



Harper
Engineering

Jason E. Harper

Professional Engineer

Experience

Mr. Harper brings 16 years of design experience to the firm. He has expertise with HVAC, electrical, plumbing, sprinkler and fire alarm system designs. His projects include educational facilities (including colleges and universities), health care facilities, office buildings, banks, emergency services facilities, postal facilities, and government buildings.

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



Registration/Professional Affiliations

Professional Engineer WV - 017278

American Society of Heating, Refrigeration and Air-
Conditioning Engineers - 8179177

National Fire Protection Association - 2748712

Projects

WV DOH SRC Office Building

WV DOH Weight Station

W. Kent Carper Justice and Public Safety Complex

WV Veterans Home Storage Building

St. Albans Armory Storage Building

West Union Bus Garage

Romney Public Works Building

Dominion Gas Office Building

Energy Corporation of America

Education

West Virginia University Institute of Technology
Bachelor of Science - Mechanical Engineering



Experience

Mr. King brings 14 years of electrical design experience and over 11 years of electrical construction/maintenance experience to the firm. His projects include educational facilities (including colleges and universities), health care facilities, office buildings, banks, emergency services facilities, government buildings, and industrial projects.

Mr. King's role with the firm includes, but is not limited to, project manager, draftsman, specification writer and construction administration. He oversees projects from the early design phase to post construction. He assists the project architect and design team with valuable electrical information early in the project to ensure it is adequately designed to handle the client's needs.

Projects

WV DOH SRC Office Building
WV Veterans Home Storage Building
WV DOH Weight Station
St. Albans Armory Storage Building
St. Albans Armory Storage Building
West Union Bus Garage
Romney Public Works Building
Dominion Gas Office Building
Energy Corporation of America
V. Kent Carper Justice and Public Safety Complex



Registration/Professional Affiliations

Professional Engineer WV - 017278
Professional Engineer KY - 27522
Professional Engineer PA - 078377
Professional Engineer OH - 75122
Professional Engineer VA - 0402049801
Professional Engineer MI - 6201065598
Professional Engineer SC - 33253
Professional Engineer IN - 11600675
West Virginia Master Electrician - M27616420670800
American Society of Heating, Refrigeration and
Air-Conditioning Engineers - 8259192
National Fire Protection Association - 2915791

Education

West Virginia University Institute of Technology
Bachelor of Science - Electrical Engineering

Bluefield State College
Bachelors of Science - Computer Science

WVARNG Coonskin Exterior Improvements

<i>Location:</i>	Charleston, WV	<i>Size:</i>	60,000 sf
<i>Project Mgr:</i>	Matthew Todd Reynolds	<i>Cost:</i>	\$610,000
<i>Phone:</i>	304-561-6568	<i>Completed:</i>	2016
<i>Type:</i>	Renovation		

Goals: Goals were met by coordinating with WVARNG & reviewing codes associated with military facilities to ensure the latest security requirements, especially as related to window types, were addressed.

Description: Multiple exterior renovations broken into 10 separate work packages, included metal fascia restoration, window replacement, new graphic panel identity elements & miscellaneous repairs and painting. Project deliverables utilized color 3D documents to clarify the scope & size.

Princeton Municipal Complex

<i>Location:</i>	Princeton, WV	<i>Size:</i>	272,905 sf
<i>Project Mgr:</i>	Mike Webb, City Manager	<i>Cost:</i>	\$11 million
<i>Phone:</i>	304-487-5093	<i>Completed:</i>	TBD
<i>Type:</i>	Renovation		

Goals: Goals are being met as a result of diligent research, planning/programming and coordination between end users and design team.

Description: Adaptive re-use of a former wood processing facility (The Dean Company) to relocate all city offices/functions onto a 37-acre site. Work is being phased over several years. Administration offices have already been completed. Future phases will include fire department, police department, public works and recreation. Outdoor recreation venue will accommodate baseball, softball and soccer and will offer running and walking paths.

Princeton Public Library

<i>Location:</i>	Princeton, WV	<i>Size:</i>	14,000 sf
<i>Project Mgr:</i>	Connie Shumate (former Librarian)	<i>Cost:</i>	\$3.8 million
<i>Phone:</i>	304-384-5366	<i>Completed:</i>	2010
<i>Type:</i>	Renovation		

Goals: Goals were met as a result of diligent research, planning/programming and coordination with librarian. Historical aspects were preserved as much as possible and unique features were revealed during actual renovations.

Description: Adaptive re-use of a former USPO to accommodate needs of public library. Spaces provided for included books stacks, offices, storage, conference rooms, computer lab area and age-specific designated areas. Exterior renovations work involved the restoration of the cut stone and brick, total roof replacement, improved (compliant) access, and a combination of window restoration and replacement.



**State of West Virginia
Expression of Interest
Architect/Engr**

Procurement Folder :584121

Document Description :A/E Services-Districts 2 & 3 Office Building Improvements

Procurement Type :Agency Contract - Fixed Amt

Date Issued	Solicitation Closes	Solicitation No	Version	Phase
2019-05-24	2019-06-18 13:30:00	AEOI 0310 DNR1900000014	1	Draft

SUBMIT RESPONSES TO:		VENDOR	
BID RESPONSE DIVISION OF NATURAL RESOURCES PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON US		WV	25303-1228 E.T. Boggess Architect, Inc. PO Box 727, 101 Rockledge Avenue Princeton, WV 24740 304-425-4491

FOR INFORMATION CONTACT THE BUYER

Angela W Negley
(304) 558-3397
angela.w.negley@wv.gov

Signature 

FEIN # 55-0515917

DATE June 17, 2019

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

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

Todd Boggess, President
(Name, Title)
Todd Boggess, President
(Printed Name and Title)
PO Box 727, Princeton, WV 24740
(Address)
(P) 304-425-4491 / (Fax) NA
(Phone Number) / (Fax Number)
etb@etbarchitects.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.

E.T. Boggess Architect, Inc.

(Company)
Todd Boggess, Todd Boggess, President
(Authorized Signature) (Representative Name, Title)

Todd Boggess, President
(Printed Name and Title of Authorized Representative)

June 17, 2019
(Date)

(P) 304-425-4491 / (Fax) NA
(Phone Number) (Fax Number)

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: AEOI DNR19*14

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: 0
(Check the box next to each addendum received)

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

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

E.T. Boggess Architect, Inc.
Company


Authorized Signature

June 17, 2019
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: E.T. Boggess Architect, Inc.

Authorized Signature: *[Signature]* Date: June 17, 2019

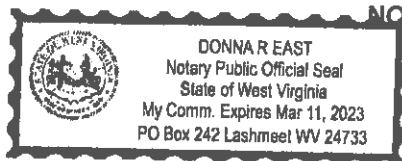
State of West Virginia

County of Mercer, to-wit:

Taken, subscribed, and sworn to before me this 17 day of June, 2019

My Commission expires March 11, 2023.

AFFIX SEAL HERE



NOTARY PUBLIC

[Signature]



Letter of Transmittal

6/17/2019

TO: WV Division of Natural Resources
Property and Procurement Office
324 4th Avenue
So. Charleston, WV 25303

Project:
Improvements at Districts 2
and 3 Office Buildings

Atten: Angela White Negley

Sending Via:
UPS

Subj: Qualifications

CODE LEGEND	<input type="checkbox"/> 1. For payment	<input type="checkbox"/> 4. For your signature	<input type="checkbox"/> 7. Send 1 to Contractor
	<input checked="" type="checkbox"/> 2. For your review	<input type="checkbox"/> 5. As requested	<input type="checkbox"/> 8. Return 1 to ETB
	<input checked="" type="checkbox"/> 3. For your files/use	<input type="checkbox"/> 6. Owner keeps 1	<input type="checkbox"/> 9. Office Copy

# of copies	DATE	DESCRIPTION	CODE
		DNR1900000014	
1		Statement of Qualifications - 3 ring binder	2
1		WV Purchasing Forms - Unbound (also bound in Section 7 of the proposal)	3

REMARKS:

Thank you for this opportunity and we look forward to hearing from you.

Signed: Todd Boggess, AIA, NCARB, Architect