

# Montum



**Expression of Interest  
A/E Services-Districts 2 & 3 Office Building  
Improvements  
AEOI 0310 DNR1900000014**

**June 18, 2019**



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

*Montum* Architecture, LLC

37 ER Path, Keyser, WV 26726 ● 304-276-7151 ● [tom@montumarch.com](mailto:tom@montumarch.com)  
[montumarch.com](http://montumarch.com)



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June 18, 2019

State of West Virginia  
Division of Natural Resources  
Property & Procurement Office  
324 Fourth Ave  
South Charleston, WV 25303-1228

**Subject: A/E Services-Districts 2 & 3 Office Building Improvements, AEOI  
0310 DNR190000014**

Dear Sirs and Madams,

Montum Architecture, LLC is pleased to submit this Statement of Qualifications to provide architectural and engineering services. Montum is headed by Tom Pritts, an architect with 15 years experience designing a multitude of project types. He will be the primary contact for the duration including construction administration services, provide all architectural design efforts, and lead the design team.

Noah Accord of EarthRes will be the structural engineer for the project. Tom and Noah have a common employment history, completing dozens of designs together.

Montum has teamed with Miller Engineering, Inc. to provide mechanical, electrical, and plumbing design services. Tom and Craig Miller have worked on numerous projects together including many for WV DNR.

The design team has reviewed the three goals listed in the Goals/Objectives section of the EOI solicitation and the proposed approach is summarized below. Further documentation is presented in the firm profiles, qualifications, and experience sections of the EOI response.

Goal One – The design team prides themselves in working in renovation projects. Our project sheets clearly reflect the extent of previous experience in working in that medium. Thorough assessment of existing facilities is the first key component to developing the project needs.

Goal Two – The design team’s modus operandi is to work from a master planning perspective on everything we do in order to holistically understand the needs of the project and to integrate new work into overall operation of systems or facilities. In

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addition to existing building evaluations, functional and stylistic needs are identified with the Owner's stakeholders. This information is then boiled down into design plans, phasing approach if necessary, and budgetary impacts.

Goal Three – Each primary designer remains as the primary point person as the project progresses into construction. The continuity of the design-decision knowledgebase positively impacts the administration of construction activities.

The primary goal for any project is to provide exemplary designs that function to the greatest extent possible for the given budget constraints. We feel that by striving to spend every project dollar to our best ability will inherently serve our client's best interest.

Thank you for taking the time to review the attached information about the design team and we are grateful for your consideration.

Respectfully submitted,  
**Montum Architecture LLC**



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

*Montum* Architecture, LLC

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montumarch.com



## **Montum Architecture**

Montum Architecture, LLC was founded in 2017 to provide architectural design services to clients in West Virginia and western Maryland. Staff includes one licensed architect performing all tasks and duties. This ensures the utmost coordination of building plans and specifications with minimal potential for miscommunication.

### Legal Organization

Montum Architecture is a Limited Liability Corporation initially filed in the State of West Virginia. The company is also registered in the State of Maryland as a foreign LCC.

### Communication

Tom Pritts will be the primary point of contact for Montum's architectural services. Montum will manage communications with sub-consultants on this project.

### Project Budget

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

### Project Schedule

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

### Design Software

Montum utilizes Autodesk Revit for all design projects incorporating three-dimensional modeling and parametric reporting.

## Miller Engineering, Inc.

### Firm Profile

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

*Over the past 13 years Miller Engineering, Inc. (MEI) has engineered solutions for over \$20.1M in mechanical system upgrades, repairs and renovations for projects of all scopes and sizes, with clients ranging from private owners to local and state governments.*

*With a strict attention to detail and commitment to delivering a job done well and done right the first time, every time, **MEI has accumulated a change order percentage of less than 0.1% over the past 8 years.***

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

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

### Additional Benefits

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

### Engineering Design and Consultation

- Mechanical
- Electrical
- Plumbing
- HVAC Design
- Renovation
- New Construction

#### Aquatic Facility Design

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

#### Construction Administration

Maintenance/Facility Improvement Plans  
Contract Administration  
Code Observation

#### Communication System

Intercomm & Public Address  
Voice/Data/CATV  
Urgent Response

#### Energy

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

#### Facility Utilization

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

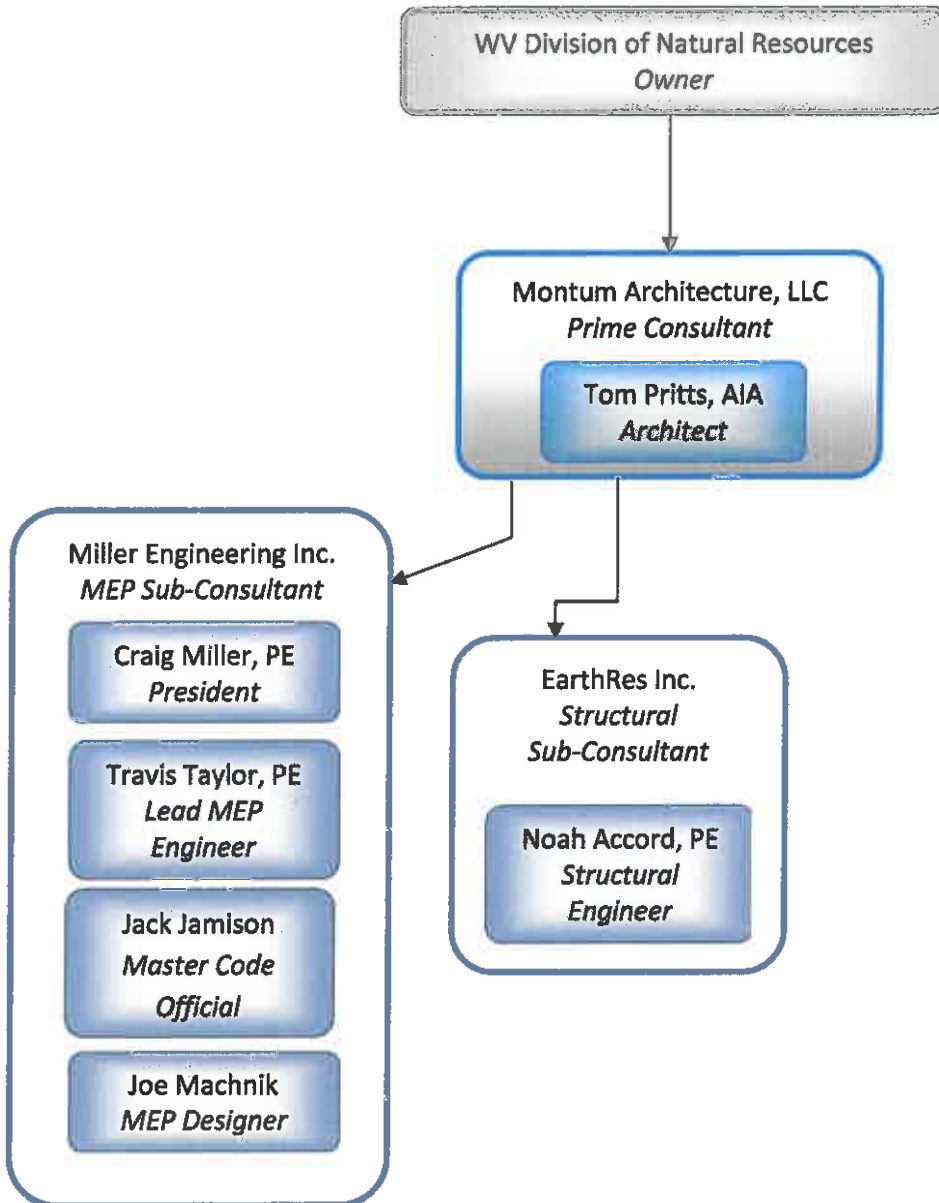
#### Life Safety Inspection/Design

Fire Protection & Alarm Systems  
Access Control  
Fire & Electrical Investigation

#### Industry Experience

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

# Project Organization Chart





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

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

**Project Role: Relationship Manager – Primary Point of Contact**

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

**Professional History**

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

**Education**

2004	Virginia Tech	Bachelors of Architecture
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**Licenses and Certifications**

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

**Associations and Memberships**

- American Institute of Architects
- Mineral County Chamber of Commerce – 1<sup>st</sup> Vice President

**Professional Project Highlights**

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

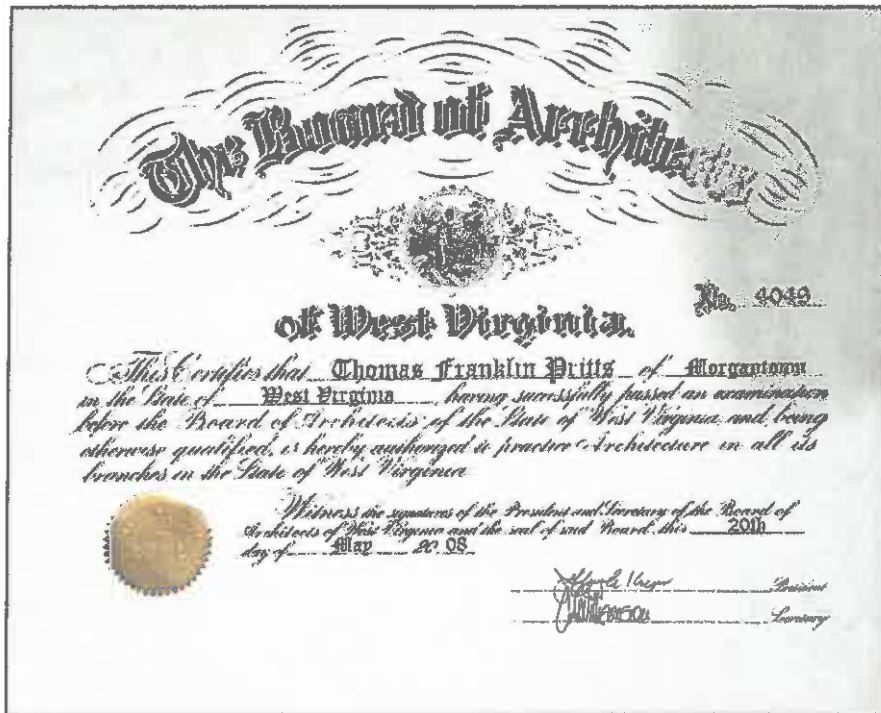


# Montum



## **Professional Project Highlights (former employment built projects)**

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



**The West Virginia Board of Architects**

certifies that

**THOMAS F. PRITTS**

is registered and authorized to practice  
Architecture in the State of West Virginia.

In testimony whereof this certificate has been issued  
by the authority of this board.

Certificate Number 4049

*The registration is in good standing until June 30, 2019.*



*David [Signature]*

Board Administrator



**B. Craig Miller, PE**

Craig founded Miller Engineering in 2003, and serves as President and Principal Engineer. He has more than 20 years experience in design, specification, operations and project management. During his employment with WVU, Craig was directly involved with approximately \$130 million in new capital construction. His experience with a wide range of projects including HVAC, electrical, plumbing, infrastructure upgrades, building automation, energy efficiency and maintenance/renovation, among others, allows him to serve in multiple capacities within a given project. Craig will serve as the main

communication interface between the Owner, the design team, contractors and end users.

**Project Role: Relationship Manager – Primary Point of Contact**

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

**Professional Project Highlights**

- Bobtown Elementary HVAC
- WVU Life Sciences Building and Student Recreation Center -- Owner’s Engineer
- Hawks Nest/Twin Falls HVAC
- Mapletown High School HVAC Replacement Phase I & II
- Advanced Surgical Hospital
- WV State Building 25 HVAC Piping Replacement
- WV State Building 36 HVAC Upgrades
- Cheat Lake Elementary & Middle School Renovations

**Professional History**

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

**Education**

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

**Licenses and Certifications**

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



## **Travis Taylor, PE**

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

### **Project Role: Lead MEP Engineer**

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

### **Professional Project Highlights**

- Suncrest Middle Gym HVAC
- MTEC Welding Shop
- North Elementary Gym HVAC
- WV State Building 36 HVAC Upgrades
- WV State Building 25 HVAC Piping Replacement
- Bobtown Elementary School HVAC Upgrades
- Holly River State Park Primary Electric Service Replacements Phase I & II
- Pipestem Lodge McKeever Lodge HVAC Piping Replacement

### **Professional History**

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

### **Education**

2006 West Virginia University, BS – Mechanical Engineering

### **Licenses and Certifications**

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

## Staff – Qualifications and Experience



### Jack Jamison

Jack brings 15 years as an electrical/building inspector and over 25 years of experience in the commercial electrical construction industry. His knowledge and experience are valuable resources to Miller's complete assessment process.

#### **Project Role: Master Code Official**

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

#### **Professional History**

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

#### **Education**

1971 Fairmont State College, BS-Engineering Technology-Electronics

#### **Licenses and Certifications**

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



## **Joseph Machnik**

Joe has experience with AutoCAD, MEP and Revit MEP. He provides design modeling, drafting and supervised design services and construction support for Miller Engineering.

### **Project Role: MEP Designer**

- *Revit/CADD Coordination of New Construction and Renovation Designs*
- *Building Information Modeling*

### **Professional Project Highlights**

- Bobtown Elementary HVAC
- WV State Building 25 HVAC Piping Replacement
- Suncrest Middle Gym HVAC
- North Elementary Gym HVAC
- WV State Building 36 HVAC Upgrades
- Westwood Middle Cooling Tower
- Pipestem Lodge HVAC Piping Replacement

### **Professional History**

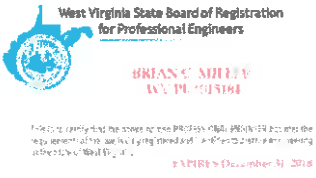
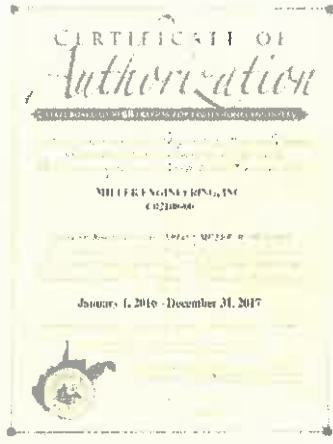
2010 – Present Miller Engineering, Inc. MEP Designer

### **Education**

2008 Penn State -- Fayette, AS - Building Engineering Systems Technology: *Building Environmental Systems Technology*

2007 Penn State – Fayette, AS - Building Engineering Systems Technology: *Architectural Engineering Technology*

# Miller Engineering Licenses and Certifications



## **Noah Accord, PE**

Noah has more than 12 years experience in structural engineering, design, specification, and project management. During his employment with Alpha Associates and EarthRes Engineering, Noah provided structural design and managed multiple built projects. His experience encompasses a wide range of projects including K-12 and higher education facilities, financial Institutions, emergency services buildings, natural gas facilities, and automotive dealerships. A native of Braxton County, Noah is a Licensed Professional Engineer in Pennsylvania and West Virginia.

### **Project Role: Structural Engineer**

- Structural Engineering and Design
- Concept and Construction Design
- Quality Assurance and Control

### **Professional History**

2015- Present	EarthRes Engineering	Project Manager
2005-2015	Alpha Associates	Associate and Structural Engineer

### **Education**

2004	University of Pittsburgh	B.S Civil Engineering
2005	University of Pittsburgh	M.S Civil Engineering

### **Licenses and Certifications**

- Licensed Professional Engineer (West Virginia, Pennsylvania)

### **Professional Project Highlights**

- Potomac State College – ADA Connector Building
- Potomac State College – Church-McKee Plaza
- Potomac State College – Shipper Library Façade
- WVU Engineering Sciences Building – East Wing Addition, 10<sup>th</sup> Floor Fit-Out, Basement Renovation
- WVU Engineering Research Building – G07 & G08 Renovation
- WVU College of Physical Activities and Sports Sciences/ Student Health Center
- WVU Center for Alternative Fuel Engines and Emissions
- Alderson Broaddus University – Pyles Arena Deck Replacement
- Glenville State College – Morris Stadium Skybox
- Washington High School, Jefferson County Schools, WV
- Pineville Elementary School, Wyoming County Schools, WV
- Huff Consolidated School, Wyoming County Schools, WV
- Aurora School Addition, Preston County Schools, WV
- Riverview High Field House Design-Build, McDowell County Schools, WV
- Safe School Entries, Monongalia County Schools, WV
- Morgantown High Elevator, Monongalia County Schools, WV
- Clear Mountain Bank, Oakland, MD
- Clear Mountain Bank, Reedsville, WV
- Clear Mountain Bank-Kroger, Sabraton, WV
- Fairmont Federal Credit Union, Bridgeport, WV
- Freedom Ford, Kia, and Volkswagen Automotive Dealerships, Morgantown, WV
- Jenkins Subaru Addition, Bridgeport, WV
- Elkins Fordland Renovation, Elkins, WV
- Elkins Chrysler Dealership, Elkins, WV
- Harry Green Nissan Design-Build, Clarksburg, WV
- Cool Green Automotive Addition and Renovation, Shepherdstown, WV



**Professional Project Highlights (continued)**

- OPM, Eastern Management Development Center Addition, Shepherdstown, WV
- US Coast Guard – Conference Room Renovation, Martinsburg, WV
- Eastern Panhandle Transit Authority Addition, Martinsburg, WV
- WV National Guard - Armory Office Fit-out, Parkersburg, WV
- South Berkeley Fire Station, Inwood, WV
- Jefferson County Emergency Services Agency – New Headquarters
- Berkeley County Ambulance Authority - South Station Renovation and Addition
- Community Center, Ridgeley, WV
- Wastewater Treatment Plant Renovations, Martinsburg, WV
- Public Works Building, Fairmont, WV
- Clarion Hotel Renovation, Shepherdstown, WV
- FBOP Hazelton Prison Medium Security Complex, Hazelton, WV
- Regional Eye Associates/ Surgical Eye Center, Morgantown, WV
- Bavarian Inn – Infinity Pool/ Pool Bar, Shepherdstown, WV

BERKELEY SPRINGS STATE PARK  
OLD ROMAN BATHHOUSE  
RENOVATIONS

Montum

Architecture



West Virginia Division of Natural Resources contracted Montum Architecture to design repairs and improvements to the Old Roman Bathhouse at Berkeley Springs State Park. The structure was built in 1815 with various changes and updates since then. Work includes repairs to the tub structure and plumbing, replacement of the boiler, floor tile replacement, and other updates to fit and finish.



COMPLETION: SPRING 2019

COST: \$782,800

SIZE: 2,500 SF RENOVATED

LOCATION: BERKELEY SPRINGS, WV

CONTACT:

Carolyn Mansberger  
DNR Project Manager  
304-558-2764

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POTOMAC STATE COLLEGE  
BACHELORS IN SCIENCE OF  
NURSING RENOVATION

Montum

Architecture



West Virginia University - Potomac State College received the former National Guard Armory in 2016. In addition to recreational facilities, the newly named J. Edward Kelley Center will house the 4-year WVU School of Nursing BSN program. The project converted former meeting spaces into demonstration nursing laboratories and lecture spaces. Office spaces were renovated. Electrical and HVAC systems were updated to meet the new needs.

COMPLETED: 2018

BUDGET: NOT DISCLOSED

SIZE: 3,900 SF RENOVATED

LOCATION: KEYSER, WV

CONTACT:  
Mike Simpson  
Director of Facilities  
304-788-6886



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BERKELEY SPRINGS STATE PARK  
POOL BATHHOUSE ROOFING  
REPLACEMENT

*Montum*

Architecture



West Virginia Division of Natural Resources contracted Montum Architecture to specify and administer roofing replacement of the Pool Bathhouse at Berkeley Springs State Park. The existing roofing was a combination of EPDM and built-up roofing. Failing wood framing was replaced and ACM abatement was incorporated in the demolition.

COMPLETED: 2018

COST: \$155,400

SIZE: 2,800 SF RENOVATED

LOCATION: BERKELEY SPRINGS, WV

CONTACT:

Carolyn Mansberger  
DNR Project Manager  
304-558-2764



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## Montum Architecture - Experience

Montum Architecture, LLC was founded in 2017 by Tom Pritts. Prior to that, Tom worked with Miller Engineering as a consultant on the following built projects (projects underlined were designed with Noah Accord as the structural engineer):

- WVU Creative Arts Center Wheelchair Lift
- Glenville State College – Morris Stadium Skybox
- Riverview High Field House Design-Build, McDowell County Schools, WV
- Clear Mountain Bank, Oakland, MD
- Clear Mountain Bank, Reedsville, WV
- Clear Mountain Bank-Kroger, Sabraton, WV
- Grant County Bank, Petersburg, WV
- Freedom Ford, Kia, and Volkswagen Automotive Dealerships, Morgantown and Clarksburg, WV
- Jenkins Subaru Addition, Bridgeport, WV
- Eastern Panhandle Transit Authority Addition, Martinsburg, WV
- Cacapon State Park – Old Inn HVAC and Interior Renovation
- WV National Guard - Armory Office Fit-out, Parkersburg, WV
- Jefferson County Emergency Services Agency – New Headquarters
- Berkeley County Ambulance Authority – South Station Renovation and Addition
- Poolhouse Renovation, McMechen, WV
- Community Center, Ridgeley, WV
- Public Works Building, Fairmont, WV
- Oatesdale Park Little League Fields, Martinsburg, WV

In order to protect his former employer's instruments of service, further documentation will not be included as part of the Montum submission. Additionally, references for Tom Pritts personal performance can be provided upon request.

## Project Experience: HVAC Upgrade

**West Virginia State  
Building 36 (1 Davis Sq.)  
Charleston, WV**

**Services Provided:**

- HVAC System Replacement
- Mechanical Piping
- Electric
- Construction Administration

**Estimated Budget: \$2.1M**

**Facility Area: 58,400 ft<sup>2</sup>**

**Owner: State of West Virginia –  
General Services Division**



The 30-plus year old chiller serving Building 36 failed in the spring of 2016. MEI was retained to design the installation of a temporary rental chiller, which remains in service at this time. MEI was then retained to design a full HVAC retrofit to the building due to the condition of the air handlers, ductwork, VAV boxes, and associated systems. The building presented unique challenges as it was originally two buildings in which the common space was later in filled to create one building. The deck to deck heights in some areas are very limited, resulting in the need for accurate evaluation, design, and detailing in the construction documents. MEI designed a phased approach to accomplish the project. The phasing was developed directly with the owner to minimize the impact on the building occupants; who had to relocate to swing space phase by phase. Instead of just replacing the existing system in-kind, MEI designed a system utilizing three rooftop units ducted vertically through the building, which eliminates the sole source failures that have plagued the system for several years. The project is ready for bid at this time.

**Project Contact:**

*David Parsons, Operations and  
Maintenance Manager*

*State Capitol, Room E-119  
(304) 957-7122*

## Descriptions of Past Projects Completed – Adaptive Renovation

### MedExpress National Headquarters

#### Services Provided:

- Mechanical
- Electrical
- Plumbing
- Fire Protection/Alarms

**Estimated Budget: \$12M**

**Facility Area: 31,000 ft<sup>2</sup>**

**Owner: MedExpress, Inc.**



A full mechanical, electrical and plumbing upgrade was necessary for this former grocery store in order to meet the needs and demands of the client's use. A full computational model of the building and the new floor plan revealed that use of rooftop units of varying configurations would effectively condition the facility. Variable air volume (VAV) and constant volume systems were utilized to accomplish this goal. In addition, a dedicated air system was required for the critical corporate data center which would also accommodate both the current system load and anticipated growth of the owner. Halon systems, extensive fire and alarm systems, were installed to bring the facility to safety and state regulation codes. The critical corporate data center also required the design of a full standby power system with generator, uninterruptible power supply and transient voltage surge suppression. All project goals were met and the project was a success.

## Descriptions of Past Projects Completed – Electrical

### **Elkins DNR Operations Center Standby Generator**

Elkins, WV

#### **Services Provided:**

- Backup Power
- Electrical Distribution
- Emergency Lighting

**Electrical Budget: \$92K**

**Facility Area: Approx 30,000 sq ft**

**Owner: WV DNR**



The WV DNR Operations Center in Elkins, WV requested to have an emergency generator installed due to losses incurred from a long power outage caused by Hurricane Sandy. MEI coordinated which systems the DNR wanted on standby power. This required the installation of new panels which are fed through a transfer switch. Critical operation loads were installed in these panels. The owner requested a natural gas fueled generator, requiring modifications to the building's gas service. Some of the buildings light fixtures were retrofitted to LED with battery backup to provide some emergency lighting in common areas.

Project Contact:

*Brad Leslie, PE*

*WV DNR*

*(304) 558-2764*





**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 WV 25303-1228 US	Vendor Name, Address and Telephone

**FOR INFORMATION CONTACT THE BUYER**

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


Signature X

FEIN # 82-1385831


DATE June 14, 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.

 , Member  
\_\_\_\_\_  
(Name, Title)  
**Thomas Pritts, Member**  
\_\_\_\_\_  
(Printed Name and Title)  
**37 ER Path, Keyser, WV 26726**  
\_\_\_\_\_  
(Address)  
**304-276-7151**  
\_\_\_\_\_  
(Phone Number) / (Fax Number)  
**tom@montumarch.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.

**Montum Architecture, LLC**  
\_\_\_\_\_  
(Company)  
 , Member  
\_\_\_\_\_  
(Authorized Signature) (Representative Name, Title)  
**Thomas Pritts, Member**  
\_\_\_\_\_  
(Printed Name and Title of Authorized Representative)  
**June 14, 2019**  
\_\_\_\_\_  
(Date)  
**304-276-7151**  
\_\_\_\_\_  
(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: **None**

*(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.

**Montum Architecture, LLC**

Company



Authorized Signature

**June 14, 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: Montum Architecture, LLC

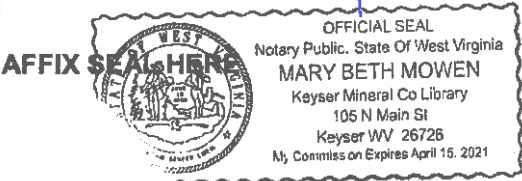
Authorized Signature: [Signature] Date: 6/14/19

State of West Virginia

County of Mineral, to-wit:

Taken, subscribed, and sworn to before me this 14<sup>th</sup> day of June, 2019

My Commission expires April 15, 2021.



NOTARY PUBLIC Mary Beth Mowen



Montum Architecture, LLC  
37 ER Path  
Keyser, WV 26726  
304-276-7151

State of West Virginia  
Division of Natural Resources  
Property & Procurement Office  
324 Fourth Ave  
South Charleston, WV 25303-1228

SEALED BID: A/E Services-Districts 2 & 3 Office Building Improvements  
BUYER: Angela Negley  
Solicitation Number: AEOI 0310 DNR1900000014  
Bid Opening Date: 6/18/2019  
Bid Opening Time: 1:30 pm EST  
FAX NUMBER: 304-558-4115

*Montum* Architecture, LLC

37 ER Path, Keyser, WV 26726 ● 304-276-7151 ● tom@montumarch.com  
montumarch.com