

# EXPRESSION OF INTEREST FOR HAWKS NEST STATE PARK Lodge Redecoration and Renovation



**WYK ASSOCIATES, INC.**

ARCHITECTURE • PLANNING

205 Washington Ave, Clarksburg, WV 26301

(304) 624-6326

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

**ANSTEAD, WV**

# **HAWKS NEST STATE PARK**

## **LODGE REDECORATION AND RENOVATION**

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Miller Engineering, Inc

Watkins Design Works, LLC

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**WYK ASSOCIATES, INC.**  
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**HAWKS NEST STATE PARK**  
**Lodge Redecoration and Renovation**  
**LETTER OF INTEREST**



**WYK ASSOCIATES, INC.**  
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June 13, 2019

Ms. Angela W. Negley  
WV Division of Natural Resources  
Property & Procurement Office  
324 4<sup>th</sup> Avenue  
South Charleston, WV 25303-1228

Re: Hawks Nest State Park - Lodge Redecoration and Renovation

Dear Ms. Negley:

WYK Associates, Inc. wishes to express a strong interest in providing design services for the Division of Natural Resources upcoming Hawks Nest Lodge project! For 119 years we have been successful with focusing on architecture, which we are trained at and do best. We carefully select and utilize knowledgeable, experienced and trained consultants who specialize in their respective disciplines.

Our experience includes work on a wide variety of building types and projects of varying scopes and complexities. Examples of these are included in this Expression of Interest. WYK Associates, Inc. and its predecessors have provided architectural services in West Virginia since 1900. We believe that our knowledge and expertise and strong project team make our firm a sound choice for this endeavor.

Our design team has vast experience working within existing buildings with many build-outs in either new construction or complete gut and re-dos. Additionally, we have worked with upgrading many existing buildings to meet modern day codes while maintaining the original integrity of the structure.

We understand the importance of working with the Division of Natural Resources Purchasing Department to develop a common sense design solution that works best for you with regards to the scope of work, schedule and available funding. The principals noted in our Team Organizational Chart will be the individuals with whom you will work. We feel that the involvement of these principals throughout the course of the project allows us to provide our utmost level of service. We have demonstrated these services on a variety of projects with various programs and budgets for over a century.

Thank you for your consideration, we welcome the opportunity to meet with you to discuss your project further. Please feel free to contact me if you any questions or need any additional information regarding this submission at 304-624-6326 (office) 304-677-3373 (cell) or via e-mail at james@wykarchitects.com.

Respectfully Submitted,

James B. Swiger, AIA, NCARB, LEED AP BD+C  
President



**WYK ASSOCIATES, INC.**  
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**HAWKS NEST STATE PARK**  
**Lodge Redecoration and Renovation**

**COMPANY OVERVIEW / PUBLICATION**



**WYK ASSOCIATES, INC.**  
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## Company Information

Identity • Project Philosophy • Project Management

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



### Our Identity

#### Who we are

WYK Associates, Inc. is a full service architectural and planning firm serving a wide variety of commercial, religious, educational, civic and industrial clientele.

WYK Associates, Inc. was established in 1900 by Edward J. Wood. Our archives are filled with a century's worth of historic work. From this, many predecessors who have carried the torch of the firm through the last century.

Wood's grandfather's firm had roots in North Central West Virginia dating back to the early twentieth century. William Yoke, Jr. and Howard Kelley partnered with Mr. Wood in 1974 to form WYK Associates, Inc.

Mr. James Swiger joined the firm in 2005 and became a principal and vice president in 2008. In 2010, Mr. James Swiger assumed sole owner of WYK Associates, Inc.

### Project Philosophy

#### Our process at work

COMMUNICATION & TEAMWORK are our guide words for each project. Our client's requirements for quality, service and value are the driving force behind each decision.

Through collaboration with engineering consultants we address the needs and schedule requirements of each client.

We provide thorough planning in all areas of each project to fit the individual requirements for a positive impact on both the natural and built environments. Energy conservation and product safety are very important concerns.

### Project Management

#### How we create excellence

We carefully evaluate the client's program, design concerns, budget, funding sources, and other available data to assure a clear understanding of each project.

We incorporate input from our client and consultants to establish the budget and schedule. These facets are updated during each stage of project development to ensure our client's parameters are met.

WYK's principals engage and manage the entire project team, from concept through occupancy. WYK Associates, Inc. has an outstanding reputation for providing construction administration services along with maintaining an excellent rapport with contractors.

“ Our building stands as a tribute to you and your firm for a job well done. ”

-Charles A. Feathers, Chief Bridgeport Fire Department, Retired





**WYK ASSOCIATES, INC.**  
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## Company Information

Identity · Project Philosophy · Project Management

## Architecture

### Contact Information

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Clarksburg, WV 26301

304-624-6326

304-677-3373 Cell

304-623-9858 Fax

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### Project Staff

**James B. Swiger**  
AIA, NCARB, LEED AP BD+C  
President / Principal-in-Charge  
[james@wykarchitects.com](mailto:james@wykarchitects.com)

**Stephen M. Kelley**  
Associate AIA  
Senior Project Manager  
[stephen@wykarchitects.com](mailto:stephen@wykarchitects.com)

**Canon T. Fancher**  
Associate AIA, LEED Green Associate  
Designer / BIM Coordinator  
[cannon@wykarchitects.com](mailto:cannon@wykarchitects.com)

### Summary

Established as a full service architecture firm in 1900, then named Edward J. Wood Architect, WYK Associates, Inc. has been located in Clarksburg for 119 years. Through innovative and thoughtful responses to the unique issues of each project, our goal is to create places that fit the needs and desires of those who use them.

Our team approach integrates the collaborative strengths of each member to produce a solution of balance between design quality, schedule and budget. We have always considered sustainability, the built environment, and quality of life long before the public began to focus on its benefits. We take seriously the responsibility of designs and solutions to be cost effective and operate efficiently throughout the building's lifecycle.

### Relevant Project Experience:

West Virginia Folklife Center,  
Fairmont State University  
Central Fire Station, Clarksburg, WV  
Circleville School,  
Pendleton County, West Virginia  
Harrison Co. Courthouse,  
Clarksburg, WV  
Pocahontas County Courthouse,  
Marlinton, WV  
Barbour County Courthouse,  
Philippi, WV  
Gassaway Depot,  
Gassaway, WV  
Morgantown Depot,  
Morgantown, WV  
Immaculate Conception Parish  
Center, Clarksburg, WV  
Jackson Square, Clarksburg, WV



West Virginia Folklife Center



Central Fire Station



Circleville School





**WYK ASSOCIATES, INC.**  
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## Company Information

Identity • Project Philosophy • Project Management

## Awards



### 2018 WV AIA MERIT AWARDS

ALL-ACHIEVEMENT IN  
ARCHITECTURAL DESIGN

MIDDLE-INTERIORS

BOTTOM-UNBUILT

Fairmont State University –  
Frank & Jane Gabor Folklife Center  
Fairmont, West Virginia  
Size: 6,900 S.F.

The Folklife Center was constructed in 1903 by Michael Kennedy and is the last remaining vestige of the Kennedy's dairy farm. The building had been seriously compromised by years of neglect and fire damage. Due to the building's history and notable residents, it was placed on the National Register of Historic Places in 2006.



FSU-Interior Design  
Fairmont, West Virginia

After developing an architectural program for the Folklife Program, WYK Associates, Inc. decided to remove a floor from the existing structure and create a first floor classroom area, and a second floor "Great Room" which would restore the open structure of the barn and provide both exhibit and multi-use space.



Shinnston Community Center  
Shinnston, West Virginia  
Size: 17,000 S.F.

The facility will serve as a performing arts center, a look out for downtown events such as parades, etc. A much needed large banquet hall, accommodating 350 people, will provide the city with a gathering space for meetings and community organization. There is also a room solely dedicated to the Shinnston Senior Citizens, and another additional meeting room. The upper level of the building serves as the city administration offices and Council Chambers.





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## Company Information

Identity • Project Philosophy • Project Management

## Awards



2013 WV-AIA Merit Award for Design Excellence and Sustainable Design

### Information Manufacturing Corporation (I.M.C.)

**Cowen, West Virginia**

Size: 18,000 S.F.

With Sponsorship from Senator Robert C. Byrd, the Webster County Development Authority commissioned this "state of the art" facility to house Information Manufacturing Corporation's regional operations. The important notion of sustainability is addressed through use of recycled steel, regional materials, and an innovative geothermal heat pump heating and cooling system.



2013 WV-AIA Merit Award for Design Excellence



### West Union Bank- Newpointe

**Clarksburg, West Virginia**

Size: 9,000 S.F.

The design uses a combination of glass curtain wall with brick and monumental masonry units to present a very contemporary image. Because of the building orientation, the glass elevations require the use of solar glazing and a brise soleil system to reduce heat gain and glare in the offices.



2013 WV-AIA Merit Award for Design Excellence



### West Pike Street

**Parking Facility**

**Clarksburg, West Virginia**

Size: 57,000 S.F.

The facility's design compliments all the adjacent properties, both historic and modern. A variety of outdoor activities are easily held here, enhancing the city's economy and livability. Designed by Associated Architectural Consultants, PLLC, which is a combination of Ralph Pedersen Architect & WYK Associates, Inc.



2019 WV-AIA Honor Award for Design Excellence in Architecture - Historic Preservation  
2019 WV-AIA Craftmanship Award for Excellence in Architectural Detail and Craftmanship



### Robinson Grand Performing Arts Center

**Clarksburg, West Virginia**

Size: 45,000 S.F.

This project was awarded full EPACT Tax credits for surpassing the ASHRAE 2007 Standards for HVAC, Interior Lighting and Building Envelope Exterior Improvements. It was also awarded the 2018 Excellence in Construction Award from the Associated Builder and Contractors, Inc.



**WYK ASSOCIATES, INC.**  
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## Company Information

Identity · Project Philosophy · Project Management

## 3D Laser Scanning / 3D Modeling / 3D Printing

WYK Associates, Inc. welcomed the New Year by taking a leap of progress in architectural design. By acquiring a color 3D printer, the Clarksburg architectural-planning firm puts themselves on the map as an industry leader in the region.

3D printing technology is just now becoming available, commercially. A color 3D printer creates a physical, three-dimensional gypsum-based model of any project from a digital prototype in nearly three million colors, allowing for exact detailing in every model.

"Our refined modeling process allows our clients to see and touch a new building at scale, but with its actual features. It enables our clients to make educated choices with less variance between their expectation and the actual outcome," states James B. Swiger, President of WYK Associates, Inc.

The decision to purchase a color 3D printer was not made lightly. Evaluating different brands, methods

and technologies in 2013 and visiting maker labs and distributors in- and out-of-state, WYK opted for a solution tailored to the architectural environment and the company's clients, by choice the "greenest", most environmentally friendly model available to date.

To unleash the full potential of the 3D printer, WYK partners with ZDS Design/Consulting Services on 3D laser scanning. In the process of 3D laser scanning, laser beam signals that collect survey data points are used to capture images, make drawings and record measurements of a structure.

Combining the two technologies, existing buildings are scanned to the accuracy of one millimeter and then recreated as scale models on the 3D printer. An exciting combination - another first for the region - producing results greater than the sum of its parts.

"The possibilities are endless, and we have only just begun," says Swiger enthusiastically.



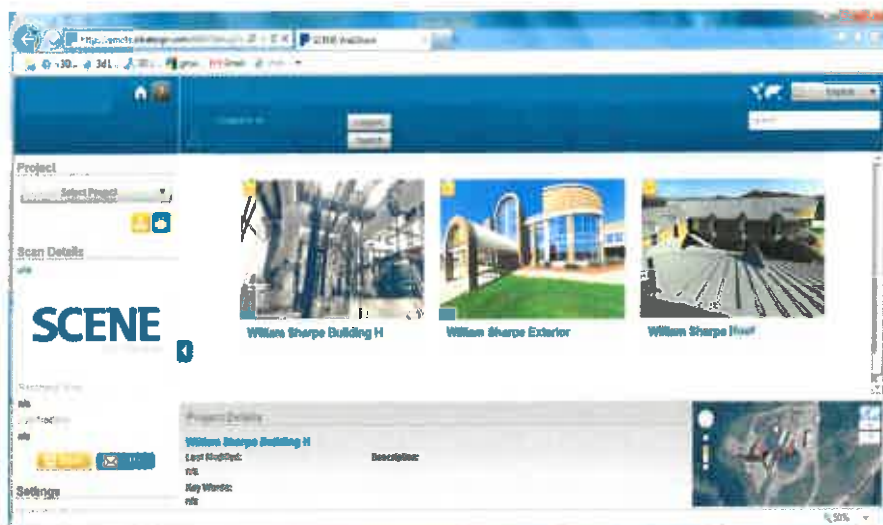
3D Laser Printing



Physical Model Preparation



Shinnston Community Center Physical Model



3D Modeling



3D Laser Scanning





**WYK ASSOCIATES, INC.**  
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## Company Information

119 Years of Excellence in Architecture



### Rooted in History

The history of WYK Associates, Inc. is intertwined with the history of architecture in West Virginia. Through the years, countless buildings have been designed, expanded, and renovated by our company and its predecessors.

### Focus on Knowledge

Our staff is academically trained, all of our Architectural Interns have a degree in architecture from the East Coast's most prominent design schools. We know that professional development and enrollment with the professional organizations of our trade is the key to skilled employees.

### Backed by Experience

We have been involved in a multitude of projects serving clients of the private, industrial and public sectors. From LEED-certified building design and complex multi-phase additions to the careful renovation of historical landmarks or our national heritage, we have been instrumental in our client's building success.

### Passing the Torch

With generations of skilled architects contributing to the growth, values and success of our company, we developed a reliable process and keep an archive of documented solutions for architectural problems and planning challenges. This helps us to save time and resources, providing an advantage for our clients.

### Ready for the Future

We are the first West Virginia architect to offer 3D printing solutions in-house, and with integration of 3D scanning and BIM in our projects, we are ready for the future of our trade.

**2018**  
Robinson Grand Performing Arts Center construction complete. Grand Opening!

**2017**  
Construction begins on the Robinson Grand Performing Arts Center

**2017**  
Ribbon Cutting Ceremony held for Clarksburg Federal Credit Union

**2016**  
Upshur County Courthouse Roof and Chimney Restoration

**2015**  
WYK Associates, Inc. signs contract to renovate the Robinson Grand Theatre

**2014**  
WYK Associates, Inc. selected to renovate Rose Garden Theatre, formerly Robinson Grand Theatre

**2012**  
James Swiger becomes sole owner of WYK, now President and Principal-In-Charge

**2011**  
William E. Yoke, Jr. retires, James Swiger becomes President

**2008**  
James Swiger becomes Partner and Vice President

**2005**  
James Swiger returns as Project Architect

**1996**  
James Swiger becomes an Architectural Intern at WYK Associates, Inc.

**1996**  
Carleton Wood, Jr. retires; William E. Yoke, Jr. becomes President

**1992**  
Howard Kelley retires

**1978**  
WYK Architects, Inc. becomes WYK Associates, Inc.

**1976**  
Carleton Wood, Jr., William E. Yoke, Jr. and Howard Kelley form WYK Architects, Inc.

**1973**  
Whalen King Architects purchases W.H. Grant's firm

**1971**  
Carleton Wood, Jr. joins Whalen King Architects

**1956**  
William H. Grant, Jr. acquires firm

**1949**  
Carleton Wood, Jr. joins firm as apprentice

**1939**  
Carleton Wood selected to rebuild Robinson Grand Theatre

**1927**  
Carleton Wood designs Clarksburg Fire Station

**1921**  
Firm changes to E.J. Wood and Son Architects as Carleton Wood joins

**1910**  
Edward J. Wood commissioned Marlon County Jail

**1900**  
Edward J. Wood starts architectural practice



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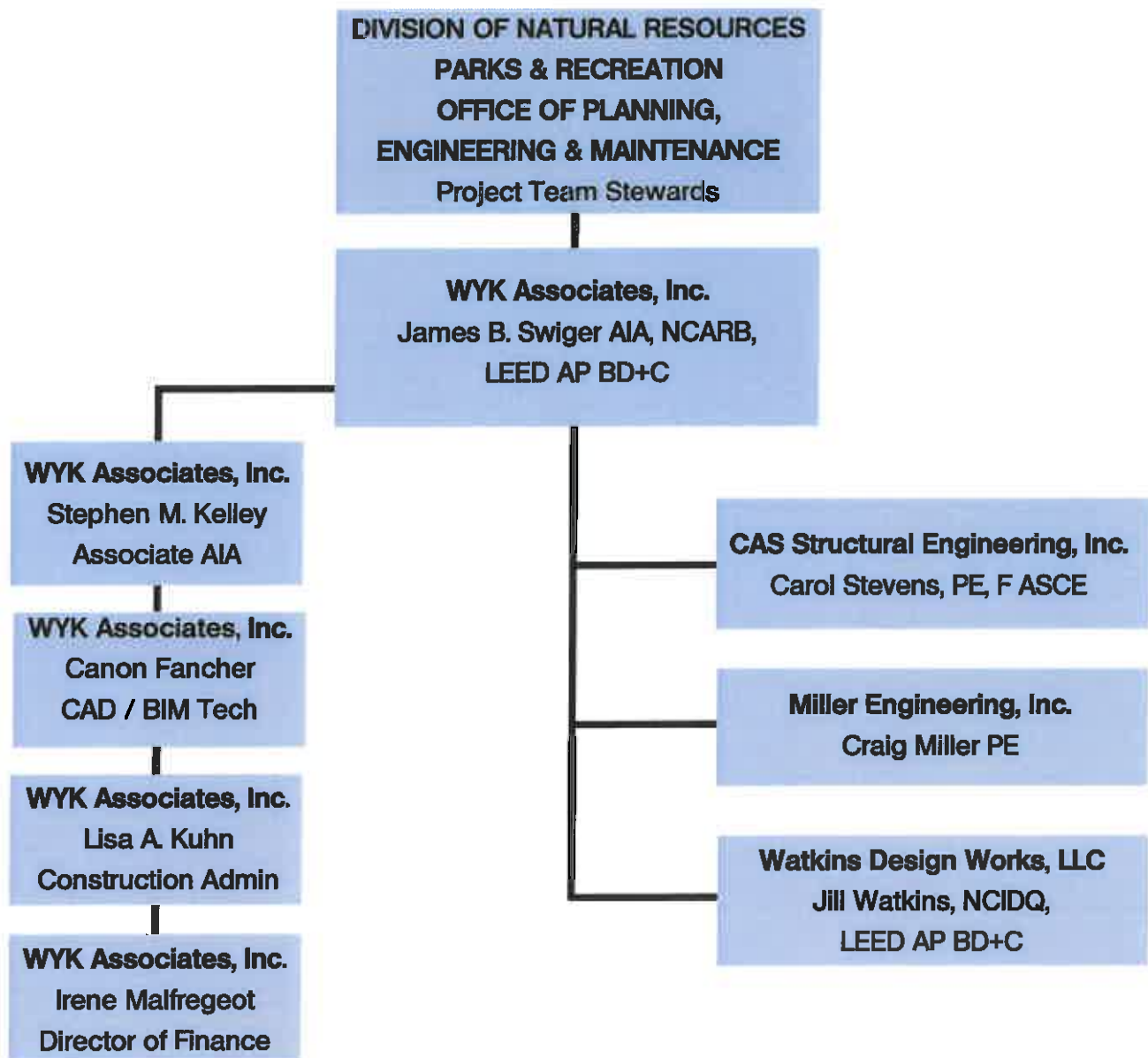
**HAWKS NEST STATE PARK**  
**Lodge Redecoration and Renovation**  
**PROJECT TEAM**



**HAWKS NEST STATE PARK  
LODGE REDECORATION AND RENOVATION**  
Team Structure

**WYK ASSOCIATES, INC.**  
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**Development Team Organizational Structure**





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**HAWKS NEST STATE PARK**  
**Lodge Redecoration and Renovation**  
**PROJECTS**





**WYK ASSOCIATES, INC.**  
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## Tyler County Courthouse Restoration

Middlebourne, West Virginia



### Updating and Preserving! Tyler County Courthouse

The Tyler County Courthouse was originally built in 1920 and designed by architects E.C.S. Holmboe and Mr. Pogue of Clarksburg. WYK is most excited to contribute to the Clarksburg legacy of excellence with the renovations to this historic courthouse. WYK is currently replacing the windows with new energy efficient ones that match the existing profiles, materials, and colors in order to comply with historic preservation guidelines. This is Phase 1 of multiple interior and code compliant upgrades to the century old icon in the community. ADA compliant upgrades and a new interior vestibule have also been added to the front entrance of the courthouse.

WYK was initially hired by the Tyler County Commission to provide an overall assembly of the courthouse and adjacent historic jail / sheriff's residence building, now housing the county's 911 and Sheriff's departments.

The commissions first priority was to replace the existing windows and doors with historically accurate, energy efficient ones. This project completed in May of 2018. WYK is currently working on a masonry restoration bid package for the courthouse proper as well as the adjacent jail building.



#### Project Facts

Size: 15,000 s.f.

Completed: May 2018

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





**WYK ASSOCIATES, INC.**  
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## West Union Bank Harrisville, West Virginia

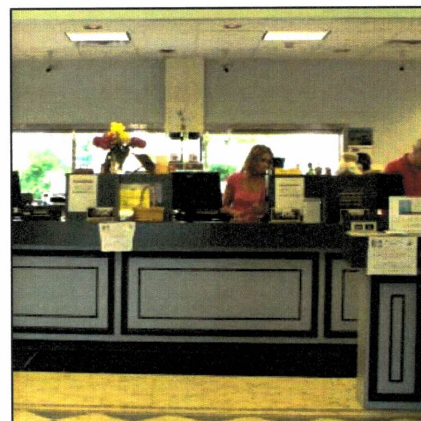
Commercial > West Union Bank (Harrisville)

### Historic Harmony

The Harrisville branch of the West Union Bank completed in 2002 is a state of the art, full service banking facility containing a welcoming lobby, office spaces, a conference room, staff support spaces, a biometric access controlled safety deposit box vault, multi-lane drive-thru, and a drive-up ATM.

The facility occupies a prominent location on Harrisville's Main Street, where the front facade provides the bank with a strong public presence. The front facade is defined by the strength of the entry element which is initiated by a pair of low walls and the covered portico. It continues into the building's lobby where a vaulted, up-lighted ceiling accentuates the central interior space.

The building's materials and scale are harmonious with its immediate context . . . The formal symmetry of the building's massing, and the brick masonry's colors develop a subtle dialogue with Ritchie County's historic courthouse, and are instrumental in shaping the character of this small town bank building.



#### Project Facts

Size: 3,500 sq ft

Completed: 2002

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## Upshur County Courthouse Chimney & Roof Restoration

Buckhannon, West Virginia

**WYK ASSOCIATES, INC.**  
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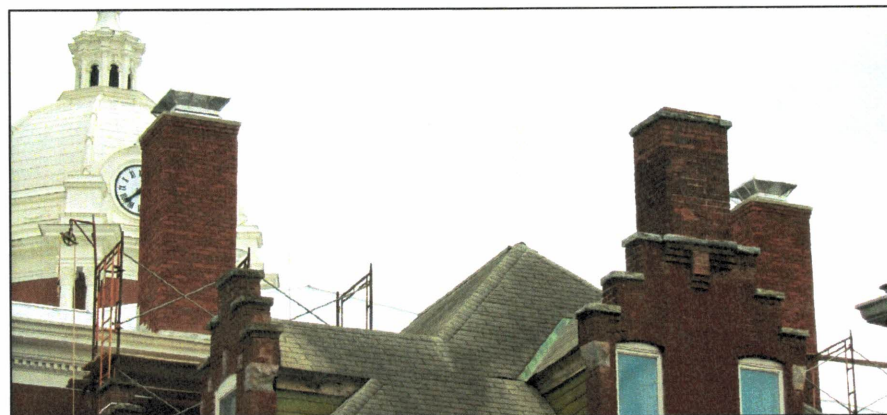


### Historic Restoration

Designed by Architect Harrison Albright, the Upshur County Courthouse was built sometime between 1899 and 1910. The scope of work included metal roof shingle and flashing replacement around the dome and the restoration of two brick chimneys on the rear of the building. After a structural inspection was performed, however, minor repairs to the steel structure were added.

The existing metal shingles, especially around the dome, were in poor condition showing various stages of corrosion. New metal shingles were chosen to match the style, shape, and color of the existing shingles. All roof planes intersecting the dome received new metal shingles and flashing over an ice and water shield underlayment. The existing shingles on the non-intersecting planes of the roof were cleaned and coated with a fibred aluminum roof coating to match. Permanent roof anchors with added reinforced structure were added to the center ridge of the front gable and main roof.

The existing brick chimneys had been rebuilt throughout the years and showed signs of significant deterioration. Due to their poor condition, the chimneys were rebuilt from the roof up. Brick and mortar were chosen to match the rough, hand-formed brick on the back wall of the courthouse. The chimneys were rebuilt to match the width and height of the existing chimneys. Limestone coping and stainless steel metal caps were used to top off the chimneys allowing them to vent while keeping animals and rain out.



#### Project Facts

Original Architect: Harrison Albright

Built: 1899 - 1910

Size: 8,400 s.f.

2016: Roof & Chimney Restoration

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





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## Peterson-Central Elementary School Outdoor Classroom

Weston, West Virginia

### Outdoor Education!

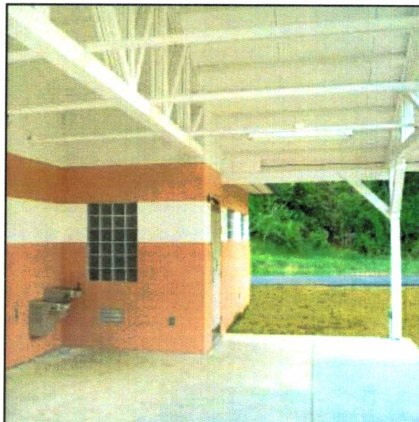
#### Get those children outside!

The Lewis County Board of Education hired WYK to design an outdoor classroom on the playground located above the Peterson-Central Elementary School, previously designed by WYK.

This new facility houses boys and girls restrooms, ADA water coolers, and a small concession/kitchen area. Full utilities were brought from the school to this site including water, sewer, and electricity.

The structure uses common wood trusses, nailed together 4-ply to give the appearance of heavy timber construction, similar to the interior of PCFS. The structure's roof is clad with a standing seam metal roof which will minimize maintenance costs.

The concession area and restrooms are constructed of CMU and painted with epoxy paint. Glass block was incorporated in the design for aesthetic appeal, as well as, practical to let in natural daylight.



#### Project Facts

Size: 2,000 Sq. Ft.

Completed: 2010

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





**WYK ASSOCIATES, INC.**  
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## Jackson Square Parking Facility

Clarksburg, West Virginia

### A Multi-Use Outdoor Space

AAC or Associated Architectural Consultants, PLLC is a collaboration of WYK Associates, Inc. and Ralph Pedersen Architect founded in 2004, this partnership combines the unique strengths of two local architectural firms to provide design and planning services for projects in Clarksburg and Harrison County.

This project consisted of the demolition and abatement of all the long-vacant dilapidated buildings in the 300 block of West Pike Street one of Clarksburg's main downtown thoroughfares. An historical study of these buildings was completed and reviewed by the State Historic Preservation Office prior to demolition.

Underground utilities and new storm water management created an unencumbered site for 126 parking places on two levels. The upper level entered from Traders Avenue is covered with translucent panels creating a "band shell." Lower level entry is from Pike Street. Concrete retaining walls, decorated brick pillars, accessible stairways, easy maintenance landscaping, programmable lighting, user friendly electronic parking fee collection, and stamped asphalt paving create accessible parking. The facility's design complements all the adjacent properties, both historic and modern. A variety of outdoor activities are easily held here enhancing the city's economy and livability.



#### Project Facts

Size: 57,000 sq ft

Completed: 2016

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





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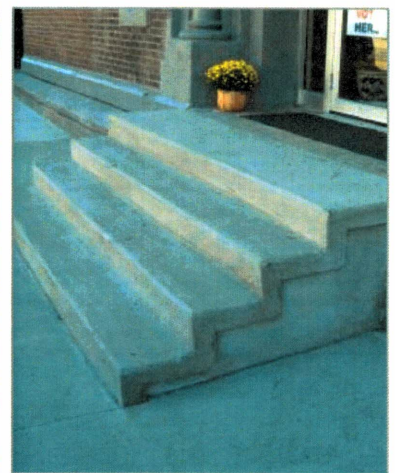
## Taylor County Courthouse Restoration Grafton, West Virginia

### Preserving and Restoring! Taylor County Courthouse

The Taylor County Courthouse was built in 1880 with an addition in 1890. WYK worked closely with SHPO to update the front entrance to ADA compliant guidelines with a handicap accessible entry point in addition to the renovated stairs. WYK is also working closely with the County Administrator to replace the sidewalk and railings adjacent to the courthouse building.



Original



New

#### Project Facts

Size: 12,000 s.f.

Completed: 2017

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





# Pocahontas County Courthouse Renovations

Marlinton, West Virginia

**WYK ASSOCIATES, INC.**  
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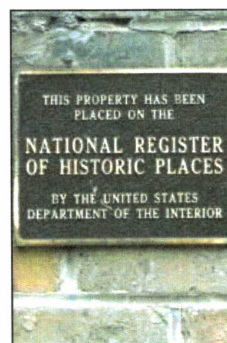


## Historic Property renovations!

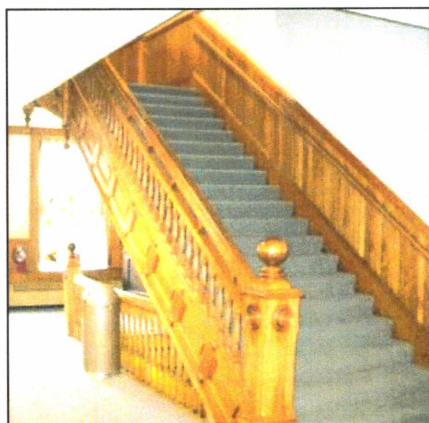
### Energy Grant acquired for funding!

The Pocahontas County Commission first hired WYK & Dan Wiley Associates, Inc. to provide a needs assessment and evaluation of all the county's owned and leased administrative buildings, a total of five structures.

From the assessment / evaluation process, the commission opted to have WYK eliminate an existing stair wheelchair lift and install an elevator within the existing courthouse, replace a roof to a 1973 annex and install a new boiler in the old Sheriff's Residence/ Jail Building. WYK is currently in the construction administration phase of lighting upgrades to the entire courthouse. WYK assisted the county with an application for additional state Energy Grant funding earmarked for courthouses.



Upon completion of replacing the roof, which had a metal roof installed over a built up roof installed over the original built up roof, the new roof provides positive drainage, proper overflow drains and most importantly, the new insulation is keeping the interior much warmer, thus reducing operation expenses.



### Project Facts

Size: 42,000 sq ft

Completed: 2009-2010

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





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## Robinson Grand Performing Arts Center Restoration / Renovation

Clarksburg, West Virginia

### Historic property brought back to life!

#### Local theatre to revive downtown

The Robinson Grand Performing Arts Center is comprised of several different layers of classifications, including restoration, rehabilitation, renovations and additions. The 45,000 S.F. project included the restoring of the building's exterior masonry, updating the performance hall to seat over 1,000 guests, adding all new HVAC, finishes, electrical, sound, stage rigging, plumbing, complete roof replacement, concessions, restrooms, stage curtains, lighting, sound systems, dressing rooms, LED lighting, a barrel vaulted ballroom, a multi-purpose educational center, caterer's and preparation kitchens, circular bar, two new elevators, a loading dock and state-of-the-art marquee as well as structural enhancements throughout the building.

The City of Clarksburg purchased the building in April of 2014 and hired WYK in June of 2014 to begin the conceptual design process. WYK worked closely with the WV State Historic Preservation Office and the Owner's tax credit Consultants from the very beginning stages of design. A large portion of this project focused on conducting an ADA / building code assessment and designing the proper solutions. These included: ADA compliant restrooms, a new elevator, and the creation of new accessible routes throughout the center, which has 15 different levels.

The project was ultimately awarded \$6.5 million in state and federal historic and new market tax credits. Other awards the Robinson Grand recieved include the 2018 Excellence in Construction Award from the Associated Builders and Contractors, Inc. West Virginia Chapter. The project was completed in October of 2018.



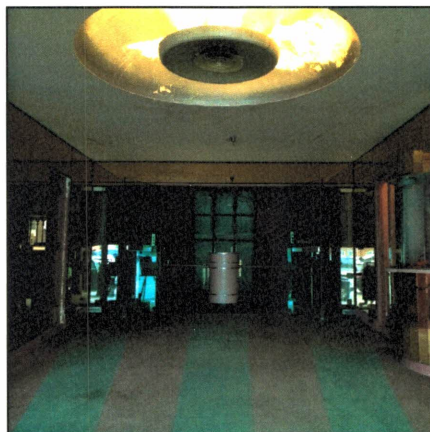




**WYK ASSOCIATES, INC.**  
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# Robinson Grand Performing Arts Center Restoration / Renovation

Clarksburg, West Virginia



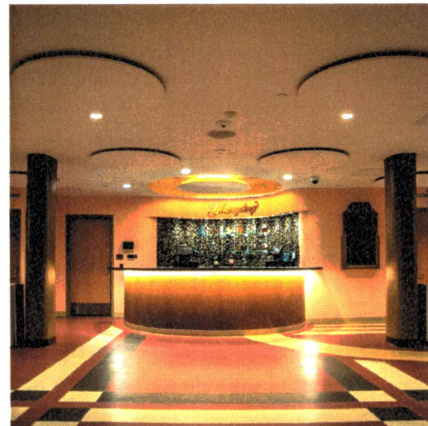
Original Lobby



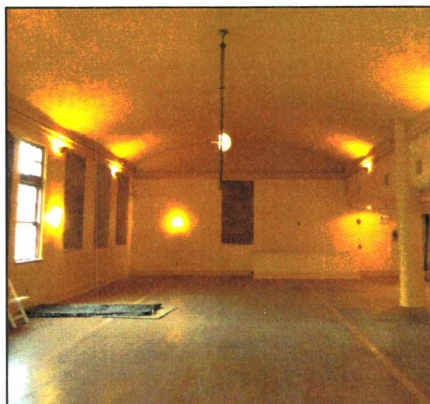
New Lobby



Original Second Floor Lobby



New Second Floor Lobby and Bar



Original Ballroom



New Ballroom

## Project Facts

Original Bldg: 1913
Theatre Fire: May 1939
Rebuilt: December 1939
Closed: 2000
Bought by City: 2014
Renovation Completed: 2018
45,000 Square Feet

## Project Partners

<a href="http://www.wykarchitects.com">www.wykarchitects.com</a>
<a href="http://www.aurora-llc.com/">www.aurora-llc.com/</a>
<a href="http://www.studioilighting.com">www.studioilighting.com</a>
<a href="http://www.casstruceng.com">www.casstruceng.com</a>
<a href="http://www.wrldesign.com">www.wrldesign.com</a>
<a href="http://www.zdsdesign.com">www.zdsdesign.com</a>
<a href="http://www.pcscmservices.com">www.pcscmservices.com</a>



**Winner of Two AIA WV 2019  
Design Awards**





**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Barbour County Courthouse

Philippi, West Virginia

Government > Bridgeport Public Safety > Public Safety Substation

### Historic Renovation

This monumental public building was designed in 1901 by Architect J. Charles Fulton of Pennsylvania. It personifies the then fashionable Romanesque Revival style. Of solid masonry construction this two-and-one-half story modified rectangular structure is set upon a raised basement.

An unusual sense of weight and mass is conveyed by a colossal offset tower and by additional prominences in the form of steeply pitched wall dormers and an octagonal turret. The floors are concrete reinforced with iron. The building's finish is magnificent coursed quarry-faced ashlar of striated Cleveland Sandstone.

Maintaining the integrity of both the design and construction of this notable building was paramount to the Barbour County Commission. Renovations to the offices of the Sheriff, Prosecutor, and Assessor accommodated the new technology and lighting requirements their work requires. Both the public and courthouse staff are now served by an elevator, accessible interior routes through the building, increased security and an exterior ramp.

The deteriorating front stairs and entry tiles were carefully redesigned by WYK to bring this grand entrance back to its previous grandeur.



#### Project Facts

Original Architect: J. Charles Fulton

Built: 1903-1905

2003: Jail Area to Office Conversion

2005: ADA Accessibility

2009: Front Steps/Entry Restoration

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





**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Circleville School

Pendleton County, West Virginia



### Teaching Community

#### Learning by adaptive reuse

Working with a variety of funding sources, the non-profit CHS Preservation Inc. contacted WYK Associates to help them maintain this landmark in their community as a safe and attractive center for group activities. Within a tightly defined construction schedule, the building's life safety and electrical systems were upgraded to current code requirements. A new banquet kitchen was installed. And the exterior woodwork was repaired and repainted using the guidelines and assistance of the State Historic Preservation Office.

Funded by the Works Progress Administration, this Circleville School was constructed in 1938 to replicate a 1929 Georgian Revival-style building, which had been destroyed by fire. Its classically-derived main façade features four pilasters, a pediment, and a domed cupola. A broken pediment with urn-and-swag motif above a fanlight decorates the main double-door entrance. Enlarged wings and several rear additions expanded the 1938 facility from the 1929 plan. Circleville School was closed in 1998, as the County's schools were consolidated. Yet today Holmboe's building remains a focal point for this Pendleton County community.

#### Project Facts

Size: 66,000 sq ft

Completed: 2003

Historical Register: April 4, 2000

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





**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Wood County 911 Facility

Parkersburg, West Virginia

### Safety Facility

The Wood County 911 Facility, located near the intersection of U.S. Route 50 and Interstate 77 in Parkersburg, West Virginia, is the adaptive reuse of the former Core Elementary School. In 2001 this new facility uniquely transformed an existing school structure into a modern, state-of-the-art emergency services center including offices, the 911 dispatching center and staff training and support facilities.

Site security was a concern, given its location and visibility. The premises is protected by a high security fence, access controls and video surveillance throughout.



#### Project Facts

Size: 3,000 sq ft

Completed: 2001

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





**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Braxton County Courthouse Addition

Sutton, West Virginia



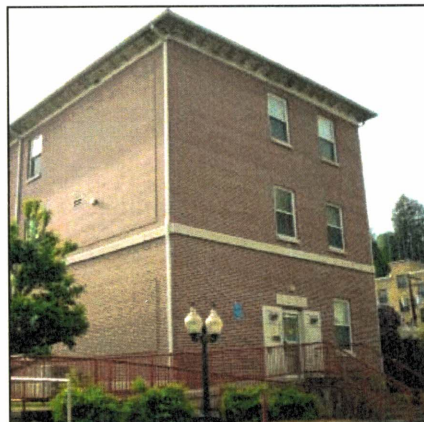
### Historic Addition

#### Sutton's Historic District listed on National Register

According to county records Felix J. Baxter, a local resident, created the original Braxton Courthouse design, which was completed by Contractors Wood and Atchinson in 1882.

Our project began as an evaluation of alternatives for ADA compliance and handicapped accessibility both to and within the Courthouse. It evolved into a three story addition to the office wing, which provides a ramp for access to the building, an elevator with access to the three primary building levels, and a wheelchair lift to provide access to the Courtroom. Also included are accessible restrooms, a County Commission Meeting Room and expanded office space for the County Commission and the Assessor. The entire building received a new roof, new windows, a fire protection system and structural repairs to the original bell tower. Courthouse activities continued throughout construction.

Some of the stone elements from the original Courthouse entry are incorporated in the new access point. The Addition's materials and massing match the original building to maintain the historic fabric of the Courthouse and complete its gracious Courthouse Square.



#### Project Facts

Size: 3,400 sq ft

Completed: 2003

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





**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Christie-Cutlip Office Complex

Charles Pointe, Harrison County, WV

Commercial > Comvest Limited Inc. > Christie-Cutlip Office Complex



### A 21st century office complex design

**Easily accessible from major  
highways!**

This office complex is located in the new prestigious Charles Pointe Development directly off the I-79 Technology Corridor.

Their location is highly visible from the Harrison-Marion Airport and the I-279 connector to the airport. The client wanted a distinguished and comfortable modern design that incorporates historic/traditional architectural features.

The welcoming arched entry of the structure is flanked by a distinguished soaring clock tower to give the building presence within its surroundings. The brick incorporates intricately detailed ribbon bands which reflect a common building practice of yesteryear.







**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Immaculate Conception Parish Center

Clarksburg, West Virginia



### Natural Lighting at it's best!

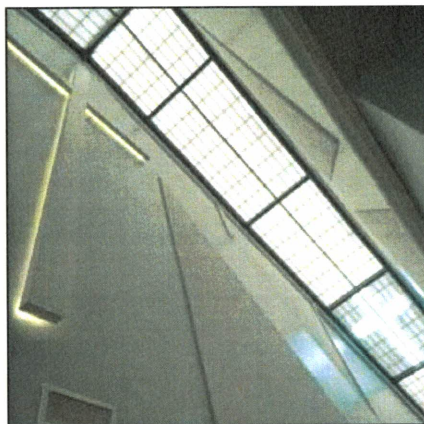
#### Eye-catching religious space

The new parish center is located directly behind the Immaculate Conception Church in Clarksburg. This facility houses the church offices, a large banquet room with a capacity of 320, commercial kitchen, meeting spaces and smaller, intimate gathering spaces.

The center spine of the building is very spacious and is capped with translucent panels which will flood the interior spaces with natural light. It is centered on axis with the campanile of the original church.

Located in a transition point on Main Street between commercial and residential neighborhoods, the exterior features masonry to compliment the existing church as well as a roof with a tile appearance. The size and massing of the building pulls from both the church elements as well as surrounding houses to offer a smooth transition within the historic fabric of the street.

The porte cochere provides users with a welcoming and safe haven from the elements of Mother Nature. Landscaping will anchor the building to its surroundings and offer a sense of calm and serenity.



#### Project Facts

Size: 15,000 sq ft

Completed: 2014

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





**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Frank & Jane Gabor WV Folklife Center

Fairmont State University, Fairmont, West Virginia

Education > Fairmont State University > Frank & Jane Gabor Folklife Center

### The Folklife Center - A Success Story

#### Living history carefully updated

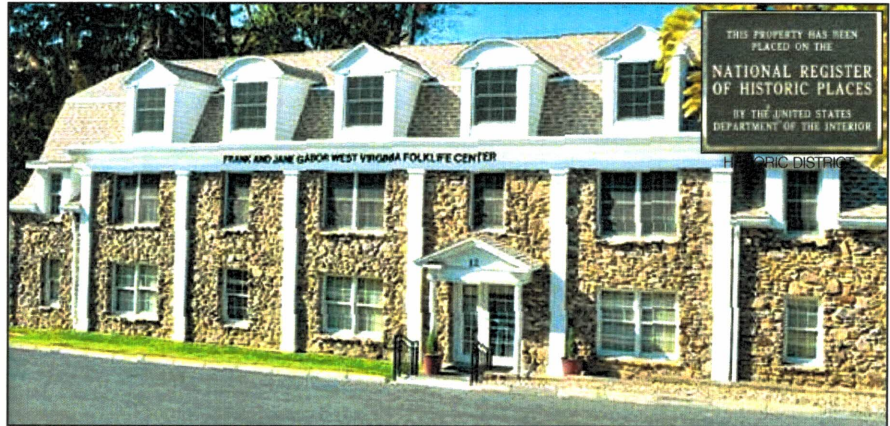
Originally a barn, this historic building is at Fairmont State University's new main campus entrance. This charming stone building has previously been used as apartments and storage.

It is now the home of Fairmont State University's West Virginia Folklife Program and also serves the school as a Visitor's Center.

By removing the third floor and gutting the second floor plan, WYK designed a two story day lit gallery space on the existing second floor. Remedial structural repairs were needed to brace the existing roof structure once the third floor was removed.

The first floor houses offices, classrooms and informal gathering spaces. An elevator, replacement of 72 windows, doors, natural and specialized lighting, sprinkler system and HVAC systems have all been integrated into this structure.

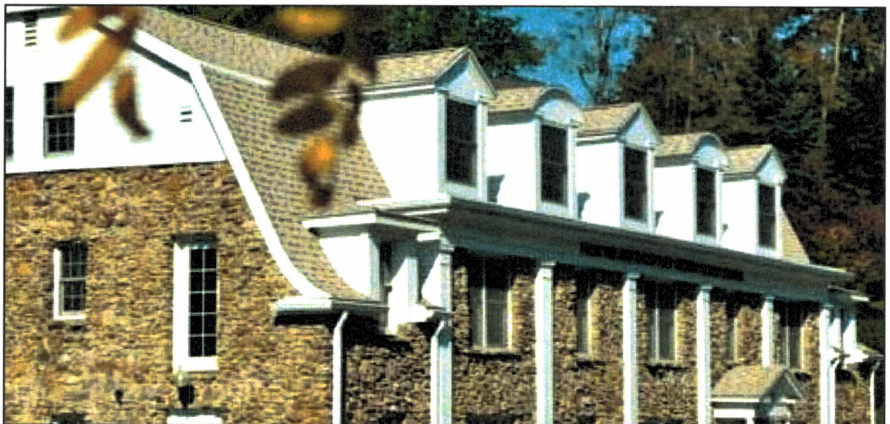
By marrying the historic character of the building with upscale contemporary features and educational elements, the Folklife Center welcomes alumni, students, faculty and the general public to share many public functions.



The façade of the Folklife Center invites visitors and historians alike



The day lit gallery space is the center piece of this unique adaptive re-use project



Updated windows and doors invite the sunlight into the building





**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

# Frank & Jane Gabor WV Folklife Center

Fairmont State University, Fairmont, West Virginia

Education > Fairmont State University > Frank & Jane Gabor Folklife Center



Structural update in progress

## Project Facts

Phase I: Completed 2009

Phase II: Completed 2010

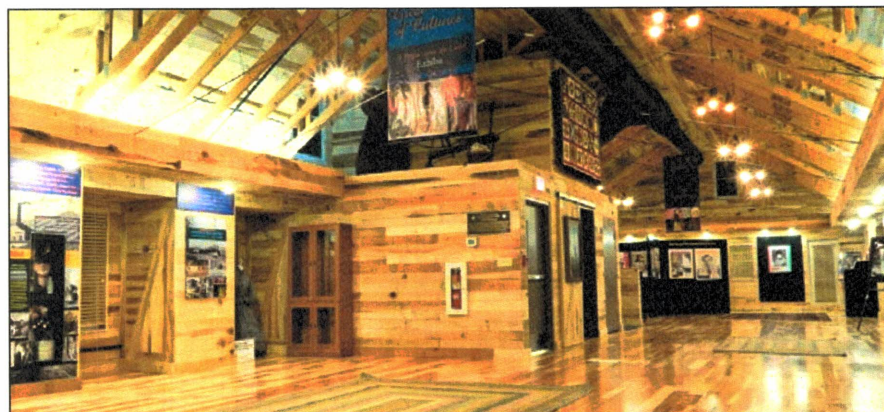
Phase III: Completed 2011

## Project Links

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

[www.fairmontstate.edu](http://www.fairmontstate.edu)

[www.pierpont.edu/folklife/](http://www.pierpont.edu/folklife/)



**AIA West Virginia**

This project won two awards - the **2013 Merit Award for Achievement in Architecture Design** in the categories **Interior** and **Exterior**.

We are thankful of the recognition and like to acknowledge the team effort leading to the project's success.



The Colonial Apartments



**The Frank and Jane Gabor  
West Virginia Folklife Center**

1201 Locust Avenue  
Fairmont, WV 26554

(304) 367-4403

[wfolklife@fairmontstate.edu](mailto:wfolklife@fairmontstate.edu)  
[wfolklife@pierpont.edu](mailto:wfolklife@pierpont.edu)





**WYK ASSOCIATES, INC.**  
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## Gore Building Build-Out Clarksburg, West Virginia

### Historic building to provide upscale living in uptown Clarksburg !

The Gore Hotel, located on W. Pike and S. Second Streets in downtown Clarksburg, served originally as a prestigious hotel in the 1920's. It was built in 1913 by Truman E. Gore and Howard M. Gore, Governor of West Virginia and U.S. Secretary of Agriculture, respectively.

The 3rd, 4th, and 5th floors are being rehabilitated from multiple small hotel type rooms into seven separate luxury apartments per floor with one, two, and three bedroom options.

The inside of the exterior walls have been stripped of their original plaster and will be cleaned and sealed to leave a unique texture and feel to the apartments. The living areas will have laminate flooring while the bathrooms will have ceramic tile.

A new, large elevator and shaft was installed to accommodate all levels of the building. Each floor will have a common area for residents to mix and socialize.



#### Project Facts

Size: 52,000 sq ft

Completed: Spring 2016

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



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

**HAWKS NEST STATE PARK**  
**Lodge Redecoration and Renovation**  
**RESUMES**



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Team Profiles

James Swiger

[www.wykarchitects.com](http://www.wykarchitects.com) > About WYK > Team



**James B. Swiger**  
**AIA, NCARB,**  
**LEED AP BD+C**

**President/Principal-in-Charge**

**WYK Associates, Inc.**  
**205 Washington Avenue**  
**Clarksburg, WV 26301**

304-624-6326

304-677-3373 Cell

304-623-9858 Fax

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

[james@wykarchitects.com](mailto:james@wykarchitects.com)

### Memberships

**WV AIA Board of Directors**  
**2007 - 2009**



He is a Harrison County native involved with several community and professional organizations

James has gained broad experience in both the private and public sectors of the construction / design industry. His completed work reflects a variety of projects with values ranging from thousands of dollars to over \$22 million

#### Education

5-Year Bachelor of Architecture, 1996  
University of Tennessee, Knoxville TN  
NAAB Accredited University

#### Architectural Registration

West Virginia (#3640)  
Ohio (#1315976)  
Pennsylvania (#RA-406309)  
Virginia (#401016552)  
Maryland (#0017689)  
National Council of Architects (#58982)

#### Honors and Awards

2019 "Sharp Shooter" WV Executive Magazine

2019 AIA-WV Honor Award for Excellence in Architecture - Historic Preservation / AIA-WV Craftsmanship Award for Excellence in Architectural Detail and Craftsmanship; Robinson Grand PAC, Clarksburg, WV

2015 Clarksburg Uptown Business Member of the Year

2015 Campaign Chair - United Way of Harrison County, Inc.

2015 Harrison County Chamber of Commerce Education Committee Chair

2015 "Young Gun" WV Executive Magazine

2013 AIA-WV Merit Award for Achievement in Architecture Design - Unbuilt; Shinnston Community Center, Shinnston, WV

2013 AIA-WV Merit Award for Achievement in Architecture Design; Fairmont State University- 1st rank and Jane Gabor Folklife Center, Fairmont, WV - Interior and Exterior

Energy Star Certification, Elkins Middle School, Elkins, WV

2010-11 Cambridge Who's Who Member

2009 West Virginia Kiwanis District Governor's Award for "Promoting Membership Growth"

2008 Volunteer of the Year - Harrison County Chamber of Commerce

2008 Selected "Generation Next, 40 Under 40 by the West Virginia State Journal

2008 Strathmore's Who's Who Worldwide Recipient

2008 AIA-WV Merit Award for Achievement in Architecture: West Pike Street Parking Facility, Clarksburg, WV (Co-Design Architect)

#### Professional Affiliations

American Institute of Architects

AIA - West Virginia

National Council of Architectural Registration Boards

Accredited Professional  
U.S. Green Building Council  
Building Design - Construction

USGBC-WV Chapter

League of Historic American Theatres

National Trust for Historic Preservation

NI PA - National Fire Protection Agency

WVSHL - Associate Member of West Virginia Society for Healthcare Engineering

Affiliate Member of Builders Supply Association of West Virginia

#### Civic Affiliations

Health Access - Board of Directors

Clarksburg Uptown - Vice President / Board of Directors

Salem International University- Advisory Committee to the School of Business

Harrison County Chamber of Commerce - Board of Directors (2013-15)

United Way of Harrison County, Inc., Board of Directors (2009-2016) - Executive Committee "Stonewall Leadership Contributor"; 2015 Campaign Chair

Kiwanis Club of Clarksburg 2008/2009 President

Kiwanis Division 3  
2009/2010 Lieutenant Governor

Kiwanis Club of Clarksburg 2018 - Present Volunteer and Service Committee Chair

Salem International University - Auxiliary

V.W. Stonewall Leadership Contributor

Salem Area Chamber of Commerce - Past Board Member

West Virginia Kiwanis District District 3 - Past Lieutenant Governor

Harrison County Chamber of Commerce - Post Education Committee Chair

Salem Elementary School Nature/Fitness Trail Project Manager

Bi-County Nutrition, Inc. - Board Member





**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Team Profiles

Stephen Kelley



**Stephen M. Kelley**  
**Associate AIA**  
**Senior Project Manager**

WYK Associates, Inc.  
205 Washington Avenue  
Clarksburg, WV 26301

304-624-6326

304-623-9858 Fax

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

[stephen@wykarchitects.com](mailto:stephen@wykarchitects.com)

### Associated Memberships



While in college, Stephen worked two years for a construction company that focused mainly on roofing and masonry work of historic homes and buildings in the Philadelphia area. After graduation he took that experience and applied it to several projects at another local architecture firm, all the while completing his profession's required Intern Development Program. He served as Senior Project Manager for the award winning Robinson Grand Performing Arts Center and numerous healthcare projects for UHC and WVU Medicine. Stephen's 20 years of experience has ranged from small house additions to multi-million dollar complex construction projects.

Stephen has gained broad experience in both the private and public sectors of the construction/design industry. He has been either the Project Designer or Project Manager in a range of projects totaling over \$22 million in value.

### Education

5-Year Bachelor of Architecture, 2000  
Philadelphia University  
NAAB Accredited University

### Professional Affiliations

Associate Member, American Institute of Architects (AIA), National Chapter

Associate Member, American Institute of Architects (AIA), West Virginia Chapter

### Civic Affiliations

Salem Area Chamber of Commerce -  
Past Board Member

Harrison County Development  
Authority - Past Board Member

Fort New Salem Foundation -  
Current Board Member

Sperry-Davis VFW Post 9151  
Quartermaster 2008 - Present

Dept. of WV - District 3  
Quartermaster (2015/2016)

Sigma Mu Fraternity Alumni,  
Mu Pi Chapter

United Way of Harrison County, Inc.,  
Stonewall Leadership Contributor





**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## Team Profiles

Canon Fancher

[www.wykarchitects.com](http://www.wykarchitects.com) > About WYK > Team



**Canon T. Fancher**  
**Associate AIA**  
**LEED Green Associate**  
**Designer / BIM Coordinator**

**WYK Associates, Inc.**  
**205 Washington Avenue**  
**Clarksburg, WV 26301**

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[canon@wykarchitects.com](mailto:canon@wykarchitects.com)

### Associate Memberships



### Vita

Canon began his career at WYK Associates, Inc. in 2016. His background includes a Bachelor's of Science in Architecture with a minor in general business from Fairmont State University. He is currently pursuing a Masters in Architecture from Fairmont State, and is equipped to aid in all areas of a project, from design through completion, including client relations, schematic design, project visualization, design development, construction documents and specifications, bidding phases and construction administration.

Having grown up in Fairmont, WV, Canon understands the needs and desires of small communities, and has a desire to infuse modern, contextually sensitive, and sustainable designs into the projects he takes on. Knowing the importance of communication and coordination throughout a project, Canon always aims to develop positive client and consultant relationships in order to create a cohesive project environment. In all phases of a project, whether it be conceptual and schematic design, inquiries and exploration of design possibilities, conceptual visualization, drafting and Building Information Modeling utilization, 3D modeling, creation of specifications, construction administration or project support for other staff, Canon will work to create a high standard of production quality.

### Education

Bachelor of Science  
in Architecture with a  
Minor in General Business, 2016  
Fairmont State University

Masters of Architecture  
(2017 - Present)  
Fairmont State University

### Professional Affiliations

American Institute of Architects (AIA), National Chapter, Associate Member

American Institute of Architects (AIA), West Virginia Chapter, Associate Member

National Council of Architectural Registration Boards (NCARB)

USGBC - LEED Green Associate

### Volunteer Experience & Affiliations

United Way "Day of Action" - Annual Volunteer



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • P L A N N I N G

**HAWKS NEST STATE PARK**  
**Lodge Redecoration and Renovation**

**CONSULTANTS**





**CAS Structural Engineering, Inc.**

Alum Creek, WV





## **Firm Profile**

**CAS Structural Engineering, Inc.** — CAS Structural Engineering, Inc. is a **West Virginia Certified Disadvantaged Business Enterprise (DBE)** 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 25 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/REVIT for drawing production and Tedds, 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 25 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.

PO Box 469 • Alum Creek, WV 25003-0469    **PHONE** 304-756-2564    **FAX** 304-756-2565    **WEB** [www.casstruceng.com](http://www.casstruceng.com)

COMMERCIAL, GOVERNMENTAL AND INDUSTRIAL STRUCTURAL DESIGN, ANALYSIS AND RESTORATION

WV VA KY OH MO PA

## BEECH FORK STATE PARK POOL AND BATHHOUSE

Barboursville, West Virginia



Project Owner: West Virginia Division  
of Natural Resources

Contact Person: Brad Leslie, PE

Contact Phone: (304) 558-2764

A new pool was part of the design for the project,  
which also included several cabins.



The project included design of a new bathhouse to serve the new pool.

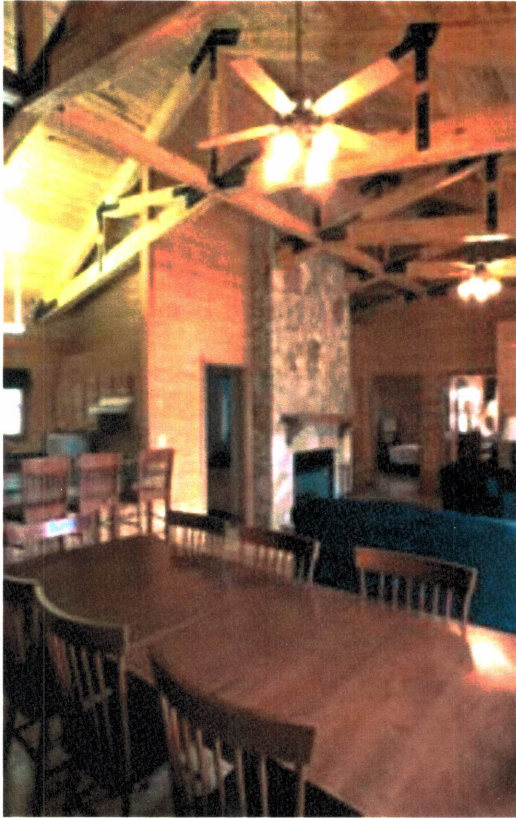
Designed While Employed by  
Chapman Technical Group





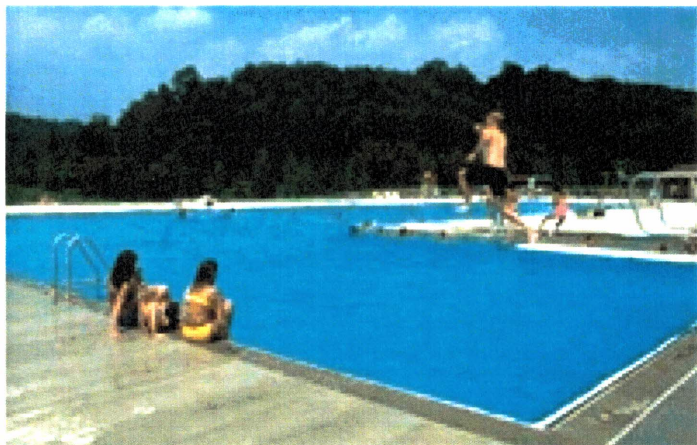
## BEECH FORK STATE PARK POOL, BATHHOUSE AND CABINS

Barboursville, West Virginia



The project included design of new cabins with exposed glulam scissor roof trusses.

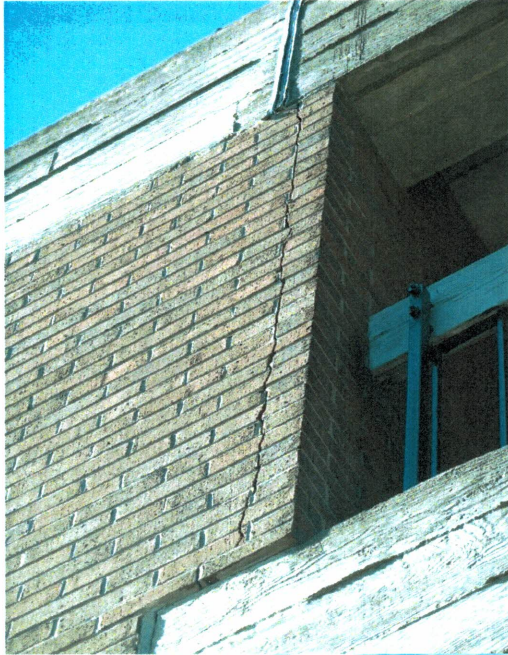
A new pool and bathhouse were also part of the design for the project.





## STAIR TOWER #4 STRUCTURAL REPAIRS HAWKS NEST STATE PARK LODGE

Ansted, West Virginia



Project included structural repairs to masonry wall . An expansion joint was placed in the roof but never in the wall, resulting in a crack in the wall below the joint in the roof.



An expansion joint was cut completely through the exterior wall, an angle was installed in the corners of the stair tower and reinforcing steel and grout were installed to reinforce the walls.

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





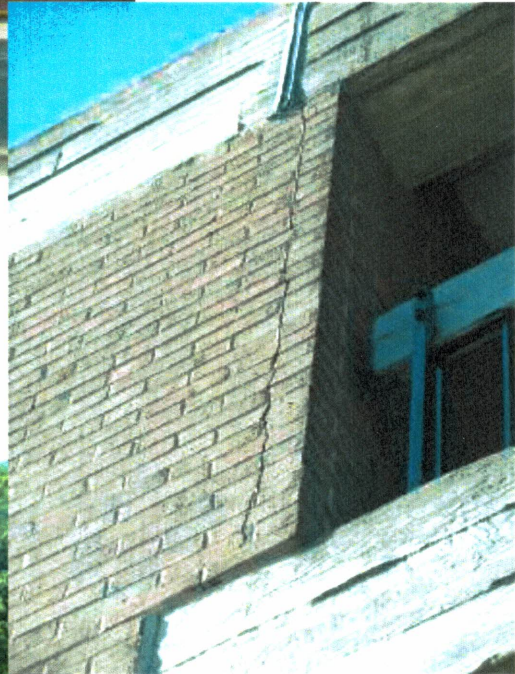
# STRUCTURAL INVESTIGATION HAWKS NEST STATE PARK LODGE

Ansted, West Virginia

Project includes investigation into causes of structural cracking in existing lodge facility and providing solution to the problem.



Currently completing a report for the Owner with photo documentation of conditions found and recommendations for repairs and associated construction cost estimates.



Part of the investigation included having a contractor perform probes to observe the condition of the structural elements and connections.





## 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





# STRUCTURAL INVESTIGATION PIPESTEM STATE PARK RECREATION BUILDING

Pipestem, West Virginia



The pool deck is supported by this structure, thus the severe deterioration due to leaking joints in the deck. Once the decking is repaired, a new coating system must be installed to prevent chemically treated water from deteriorating the structural members.



A steel pipe column was added below the bearing end of this beam due to the severe deterioration at the end of the beam.



Project includes investigation into causes of structural cracking in existing recreation building and preparing a construction cost estimate for repairs.





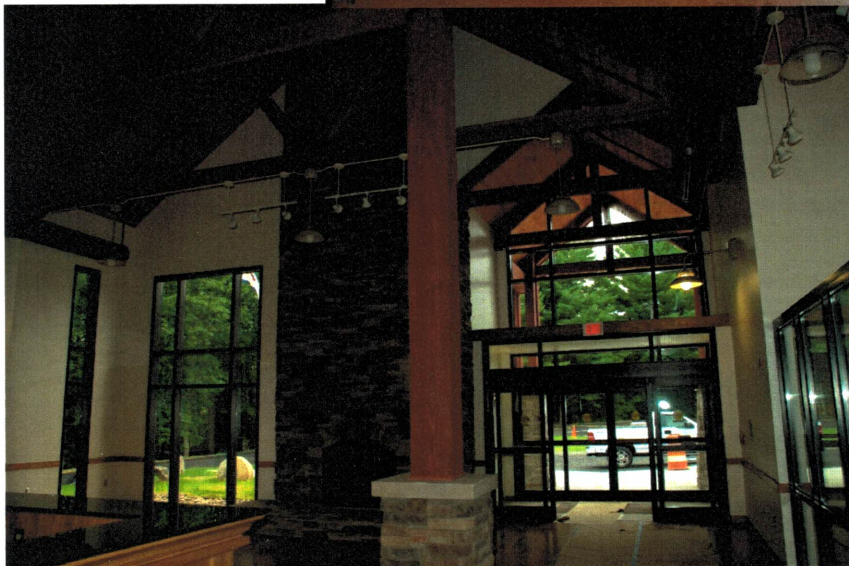
## TWIN FALLS STATE PARK LODGE AND POOL ADDITION

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, pre-cast plank and structural steel.



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





# STRUCTURAL INVESTIGATION TWIN FALLS STATE PARK RECREATION BUILDING & LODGE

Mullens, West Virginia



Project includes investigation into causes of structural cracking in existing lodge and recreation buildings and preparation of a construction cost estimate for repairs.

Steel pipe columns have been installed in many locations due to the excessive amount of deterioration that is present at



The structural steel beam within the concrete beam has rusted due to water infiltration through the wall system. Additionally, the steel beam was not designed for current code-related deflection requirements.





# 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    PHONE 304-756-2564    FAX 304-756-2565    WEB [www.casstruceng.com](http://www.casstruceng.com)

COMMERCIAL, GOVERNMENTAL AND INDUSTRIAL STRUCTURAL DESIGN, ANALYSIS AND RESTORATION

WV VA KY OH MD PA





*We provide Solutions. You can expect Excellence.*

**Miller Engineering, Inc.**  
Morgantown, WV



## Firm Profile

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

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

Over the past 13 years Miller Engineering, Inc. (MEI) has engineered solutions for over \$17.2M in MEP system upgrades, repairs and renovations for projects of all scopes and sizes, with clients ranging from private owners to local and state governments. With a strict attention to detail and commitment to delivering a job done well and done right the first time, every time, **MEI has accumulated a change order percentage of less than 0.1% over the past 8 years.**

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

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

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

## Engineering Design and Consultation

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

### Aquatic Facility Design

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

### Construction Administration

Maintenance/Facility Improvement Plans  
Contract Administration  
Code Observation

### Communication System

Intercomm & Public Address  
Voice/Data/CATV  
Urgent Response

### Energy

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

### Facility Utilization

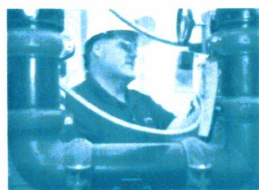
Systems Assessment & Solutions  
Adaptive Re-use  
Planning/Life-Cycle Control  
Engineered Replacement

### Life Safety Inspection/Design

Fire Protection & Alarm Systems  
Access Control  
Fire & Electrical Investigation

### Industry Experience

Education  
Local & State Government  
Commercial Development  
Healthcare





## Descriptions of Past Projects Completed – Misc. Upgrades

### **Blackwater Falls State Park Lodge Upgrades**

**Davis, WV**

#### **Services Provided:**

- General Trades
- Plumbing
- Electrical
- Mechanical
- Pool

**Estimated Budget: \$1.1 Mil**

**Facility Area: 46,000 ft<sup>2</sup>**

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



MEI has performed several projects at the Blackwater Falls State Park Lodge that cover many trades. Miller Engineering designed new HVAC systems for the dining room and make up unit for the Kitchen. The units were installed in a manner to not interfere with views of the park. The second floor plumbing piping was upgraded and routed out of the attic for freeze protection. The bathrooms were re-connected with new GFCI receptacles to eliminate nuisance tripping. New panel boards, hallway lighting, and hallway ceilings were installed as well. A MEI project which was just completed is the replacement and re-piping of the hot tub. The existing spa was leaking and had maintenance issues. A new hot tub was installed along with tiling. A new chemical and pump room was installed as well. Miller Engineering was recently contracted to design the replacement of the existing boiler system and convert them from steam to hot water. The project is currently in design and will include the construction of a boiler room.

#### **Project Contact:**

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

## Descriptions of Past Projects Completed – MEP

### Cacapon Old Inn

Berkeley Springs, WV

#### Services Provided:

- HVAC
- Plumbing
- Electrical

**MEP Budget: \$98k**

**Facility Area: 5,500 ft<sup>2</sup>**

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



The Old Inn at Cacapon State Park is a popular lodging choice for large gatherings at the park. The Old Inn only had window AC and heating only through fire places. MEI designed a complete HVAC renovation which includes propane fired furnaces with DX air conditioning to serve the first floor common areas. The guest rooms on the second floor utilize mini-split system units, allowing for individual room control. The kitchen area was completely renovated including new appliances making it more useful for large gatherings.

The HVAC renovation required architectural and structural modifications to the facility. The guest rooms were updated with new furniture and bathrooms were undated as well. Great detail was taken to keep any modifications in-line with the historical component of the Old Inn.

Project Contact:  
*Debbie Demyan, Project Engineer*  
State Parks Section  
(304) 550-4892



## Descriptions of Past Projects Completed – Pool Replacement

### Greenbrier State Park

Eastern, WV

#### Services Provided:

- Aquatic Design
- Plumbing
- Electrical

**Estimated Budget: \$760K**

**Facility Area: 5,500 ft<sup>2</sup>**

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



A field study and assessment determined that several plumbing and mechanical systems were inadequate and needed more efficient, code-compliant replacement. The goal of the project was to efficiently use existing piping tunnels that were in good condition and place a new basin within the existing one in order to meet budget demands. The innovative isolation method saved on excavation cost and construction time. New filtration and heating systems were designed for the wading pool and an attractive aquatic design element was also added to increase water movement. The filtration and heating systems were sized and configured not just for the existing pool but also to accommodate a larger pool renovation that was planned during our design process and implemented the following year.

High-rate fiberglass sand filters provide circulation and filtration of the pool water.

#### Project Contact:

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



## Descriptions of Past Projects Completed – HVAC Piping

### Pipestem McKeever Lodge

Pipestem, WV

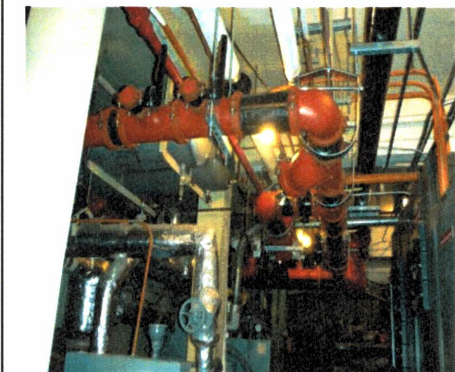
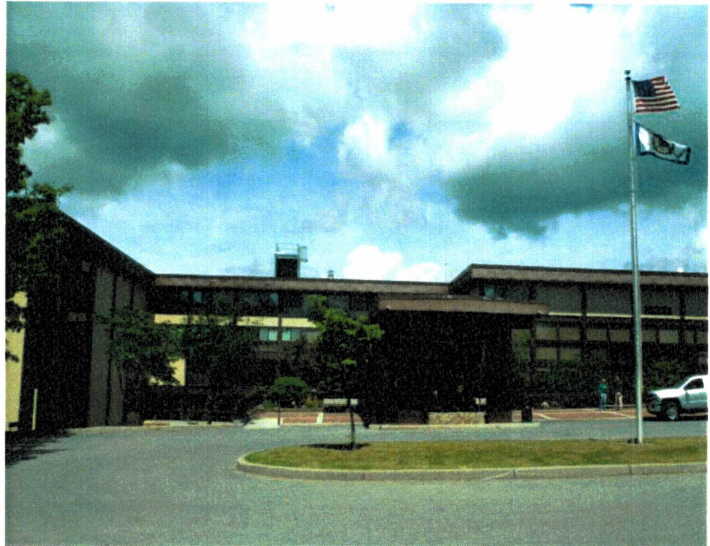
#### Services Provided:

- HVAC
- Plumbing
- Electrical
- Accommodation of Existing Systems

**Estimated Budget: \$1.7M**

**Facility Area: 63,000 ft<sup>2</sup>**

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



The original HVAC piping at McKeever Lodge had exceeded its lifespan and had been suffering from corrosion leading to multiple leaks, including one causing an electrical service outage. Miller Engineering was hired to investigate the existing piping, discovering all of the piping required replacement. As this lodge is regularly occupied for larger conferences, the project had to be phased to minimize the amount of guest rooms taken out of service at one time. MEI also designed provisions to interconnect the lodge's two separate boiler/chiller plants so one plant could operate the entire lodge at a partial capacity while the other plant was replaced and re-piped. This interconnect also allows the lodge to operate in the event of a boiler or chiller outage. Power was provided to new equipment, and motor control centers were added to control the building loop pumps. A new building controls system was installed to allow the plants to run at optimum efficiency while meeting the lodges heating and cooling needs.

Project Contact:  
Carolyn Mansberger, Project Manager  
State Parks Section  
(304) 558-2764





## **B. Craig Miller, PE**

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

Manager" for Miller Engineering as the main communication interface between the Owner, the design team, contractors and end users.

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

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

### **Professional Project Highlights**

- Bobtown Elementary HVAC
- Blackwater Falls State Park Lodge (Dining Room, 2nd Fl, Spa, Boiler)
- Hawks Nest/Twin Falls HVAC
- Mapletown High School HVAC Replacement Phase I & II
- McKeever Lodge HVAC Piping
- Holly River State Park Primary Electric Service Replacements Phase I & II
- Beech Fork State Park – MEP New Construction Design
- Cheat Lake Elementary & Middle School Renovations
- Cacapon Old Inn

### **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



## Robert Angus

20 Years of maintenance, operations, and construction management precede Rob's engagement with Miller Engineering. Professional expertise of construction project management was gained as an owner of his own contracting company specializing in residential and commercial construction, electrical, plumbing, and HVAC projects. Rob's hands-on approach, common sense and valuable work history knowledge enables him to interface with construction personnel seamlessly alongside engineers and architects. He is adept at preventing and handling issues. Rob is involved at the estimation phase to allow for continuity within the project's design and construction.

### **Project Role: Construction Representative**

- Construction Project Representation and Management
- Construction Administration
- Project Cost Estimation
- Submittal Review
- RFI, RFPCO Review and Response

### **Professional Project Highlights**

- 3<sup>RD</sup> Party Construction Observation – Canaan Valley Resort
- Hawks Nest/Twin Falls HVAC
- Cacapon Old Inn
- Suncrest Middle School Gym HVAC Upgrade
- Freedom Dealerships (Ford, Kia, Volkswagen)
- Mapletown Jr./Sr. High School HVAC/Boiler Upgrade
- Blackwater Falls Lodge (Dining, 2nd Fl, Spa, Boiler)

### **Professional History**

2009- Present	Miller Engineering, Inc.	Aquatic Construction Representative
2000-2009	Angus Contracting, LLC	Owner/Operator
1991-2000	BOPARC	Director of Maintenance

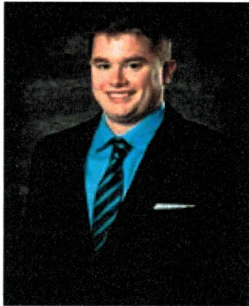
### **Education**

2000	Monongalia County Technical Education Center	Heating, Cooling, and Refrigeration Certification
1996	West Virginia University	Recreation and Parks Administration

### **Licenses and Certifications**

- Licensed West Virginia General Contractor
- Licensed West Virginia HVAC Contractor
- Certified HVAC Mechanical Contractor
- Licensed West Virginia Journeyman Electrician
- Licensed West Virginia Master Plumber
- OSHA 10-Hour Construction Safety & Health





## **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
- Holly River State Park Primary Electric Service Replacements Phase I & II
- MHS Area 4 HVAC
- McKeever Lodge Fire Alarm
- Pipestem Lodge McKeever Lodge HVAC Piping Replacement
- Blackwater Falls Lodge (2nd Fl, Spa, Boiler)
- Cacapon Old Inn
- Freedom Dealerships (Ford, Kia, Volkswagen)

### **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**

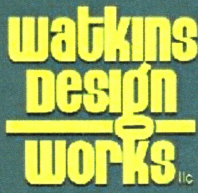
- Professional Engineer - State of West Virginia
- OSHA 10-hour Course: Construction Safety & Health



## **Watkins Design Works**

Charleston, WV





Watkins Design Works is a West Virginia-based commercial interior design and green building consulting firm. The triple bottom line of sustainability is inherent in everything we do: environment-equity-economy, each considered in equal parts.

By embracing an integrative design process, where designers, architects, engineers and all stakeholders are involved in a design project early and often, we are able to connect the built environment with the natural environment, so that quality of life is improved for the users, and local habitat is regenerated. Economic savings are realized through this early decision-making process, rather than diminishing value through traditional "value engineering" at the end of the design process.

We provide overall guidance, eco-charette facilitation and in-depth knowledge of the LEED Green Building Rating System for clients interested specifically in green building. We also offer all facets of interior design services for architects, as well as commercial, tenant, government, education, healthcare, hospitality, retail and military clients. From programming through construction administration, from conceptual color palettes to custom millwork detailing, Watkins Design Works will be involved with you throughout the entire process, designing functional and beautiful interiors that support your needs, your brand and your vision.

Our services include:

#### Programming

Schematic design, space planning, and design development

Contract and bid documents

Interior construction administration

Lighting design

Custom casework and millwork design

Furniture design

LEED Green Building Rating System consulting

Our clients include:

#### Small Business Administration:

Woman-Owned Small Business

Economically Disadvantaged Woman-Owned Small Business

#### State of West Virginia:

Small Business and Woman-Owned Business

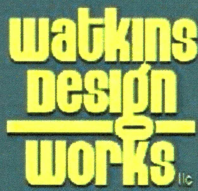
WV Oasis Registered Vendor

Professional Affiliations:

American Institute of Architects WV Chapter ..... Professional Affiliate Member

Charleston Area Alliance ..... Member

U.S. Green Building Council..... National Organizational Member



### Robinson Grand Theater

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Client: WYK Associates	
Project: Robinson Grand Theater Renovations	Size: 50,000 SF
Location: 444 West Pike Street, Clarksburg, WV 26301	Budget: \$10,000,000

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Interior renovations for this Art Deco-era theater include the primary theater space and balconies, lobby, concessions, restrooms, offices, ballroom, bar area, green room and other back-of-house functions. The color palette is reminiscent of the early 1940's and compliments the existing dark red brick on the exterior.

### West Virginia Department of Commerce

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Client: ZMM Architects and Engineers	
Project: Furniture Design and Coordination	Size: 4,000 SF
Location: Capitol Complex, Building 6, Room 525, Charleston, WV 25305	Cost: \$105,000

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Offices for the Cabinet Secretary and his staff are located on one-quarter of the 5<sup>th</sup> floor in State Office Building 6. A primary goal of the renovation was to create a modern, professional first impression for visitors who are interested in starting or expanding a business in West Virginia. Private offices were created using systems furniture, lots of glass to let in natural light, and wood-grain walls and desks. A large conference room and plenty of meeting space and storage space within each office are key features.

### Allied Health Facility at New River Community & Technical College

---

Client: Higher Education Policy Commission	
Project: Furniture and Window Treatments	Size: 13,000 SF
Location: 280 University Drive, Beaver, WV 25813	Cost: \$75,000

---

Furniture specifications for the Allied Health Facility included typical classroom furniture, computer labs, offices, conference room, and tiered lecture hall with fixed tables and swivel chairs. Commercial roller shades were specified and bid for the entire new facility.

### West Virginia Army National Guard

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Client: Williamson Shriver Architects	
Project: Clarksburg Armory / Weston Armory Interior Renovations	Size: 37,200 SF
Locations: 5 Armory Road, Clarksburg, WV / 40 Armory Road, Weston, WV	Cost: \$700,000

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The armories in Clarksburg and Weston received finish and ADA upgrades to the shower/locker rooms. Watkins Design Works was responsible for documentation of existing conditions, overall drawing production and finish selections.

### West Virginia Regional Technology Park

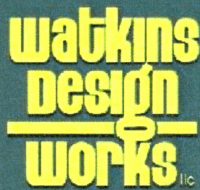
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Client: West Virginia Regional Technology Park	
Project: Tenant Marketing Plans for Buildings 707 and 727	Size: 65,000 SF
Location: 1740 Union Carbide Drive, South Charleston, WV 25303	

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Marketing plans were developed for two buildings in order to attract potential new tenants. Plans were color-coded using BOMA industrial building standards and square footage methods.





### Oakwood Terrace Apartments

Client: Kanawha Valley Homes  
Project: Kitchen and Bath Renovations  
Location: 872 Westminster Way, Charleston, WV 25314

Size: 7,000 SF  
Cost: \$199,000

Eight apartments were part of a Phase 1 renovation of kitchens and bathrooms in these low-income, HUD-financed multi-family units. More durable finishes were specified and installed, vanities replaced wall-mounted sinks in bathrooms, new tubs and shower surrounds were included, as well as better lighting, and new kitchen cabinets. Watkins Design Works is currently working on Phase 2 of this project, which encompasses an additional 72 apartments.

Russell Kruzlock, Ph.D., CEO/Executive Director  
West Virginia Regional Technology Park  
1740 Union Carbide Drive, South Charleston, WV  
304.356.3165, rkruzlock@wvrtp.com

Keith Burdette, Cabinet Secretary  
West Virginia Department of Commerce  
Capitol Complex, Bldg. 6, Rm. 525, Charleston, WV  
800.982.3386, j.keith.burdette@wv.gov

Andy Ceperley, President  
Kanawha Valley Homes dba  
Oakwood Terrace Apartments  
872 Westminster Way, Charleston, WV  
304.552.1665, arceperley@gmail.com

Richard Donovan, CFO  
Higher Education Policy Commission  
1018 Kanawha Blvd. E., Suite 700, Charleston, WV  
304.558.0277 ext. 212, donovan@hepc.wvnet.edu



Bachelor of Science in Interior Design ..... May 1993  
The University of Tennessee, Knoxville ..... CIDA Accredited

National Council for Interior Design Qualification (NCIDQ) ..... Oct 1997  
LEED Accredited Professional BD+C ..... Apr 2003

U.S. Green Building Council WV Chapter ..... Chair  
Leadership Kanawha Valley ..... 2015 Graduate  
Charleston Area Alliance GROW Program ..... 2015 Graduate  
Sustainability Institute at BridgeValley ..... Advisory Council Chair

Watkins Design Works, LLC ..... Jan 2014 – Present  
Owner ..... Charleston, WV  
Jill started her own interior design and green building consulting business in 2014. As an NCIDQ-certified interior designer with over 23 years of experience, and now as an entrepreneur, Jill brings both knowledge of and passion for interior design, green building and sustainability to all her clients.

ZMM Architects and Engineers ..... May 2008 – Dec 2013  
Interior Designer/Sustainability Coordinator ..... Charleston, WV  
In this dual role, Jill worked alongside project architects in developing comprehensive finish and furniture designs, as well as with all project team members on the firm's LEED projects.

Cubellis ..... Dec 2005 – May 2008  
Senior Interior Designer ..... Boston, MA  
Jill was responsible for design of the firm's Boston headquarters, which received LEED-CI Gold Certification in August of 2009. She was also a key team member in the design of Gillette's renovated global headquarters and subsequent tenant redistribution in their former lease space.

Wolf Maison Limited ..... Feb 2004 – Aug 2005  
Interior Designer ..... Cleveland, OH  
As interior designer for this architectural start-up, Jill expanded her experience into dental office design and high-end residential projects, along with additional corporate work. She also provided LEED assistance to Cleveland State University in the form of drawing and specification reviews and recommendations for the new Recreation Center; the building is LEED Silver Certified.





Doty & Miller Architects ..... May 2003 – Feb 2004  
Interior Designer.....Cleveland, OH

For one of Cleveland's greenest architectural firms, Jill provided sustainable interior design for a variety of project types, including healthcare, public and nonprofit organizations.

AECOM (formerly URS Corporation) ..... Nov 1999 – Feb 2003  
Senior Interior Designer.....Cleveland, OH

Jill participated among teams of interior designers, architects and engineers to work on secondary schools, higher education, and public projects.

KA, Inc. Architecture ..... Apr 1998 – Nov 1999  
Interior Designer.....Cleveland, OH

Jill went to KA after their purchase of Triad Design in 1998. As part of the Corporate Studio, she gained experience in the design of corporate headquarters, but also assisted architects with malls and big-box retail store design and documentation.

Triad Design Interiors ..... Aug 1996 – Apr 1998  
Interior Designer.....Cleveland, OH

As a designer with this small interior design firm, Jill was involved in many different project types, including corporate offices, restaurants, and private suites for the new Cleveland Browns football stadium.

Koster & Associates Architects ..... Mar 1995 – Aug 1996  
Interior Designer.....Cleveland, OH

Koster & Associates specialized in library design throughout the Midwest. Jill was responsible for interior finishes, furniture design and custom millwork design and documentation.

Capitol Business Interiors ..... May 1993 – Feb 1995  
Interior Designer.....Charleston, WV

After working at CBI in the summer months while in college, Jill worked as a full-time designer supporting the salespeople in the firm's many public and private projects, including Union Carbide's Building 6000 and the initial renovation of One Station Place.

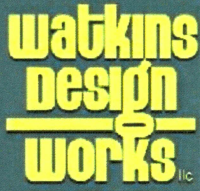
#### West Virginia Army National Guard

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Joint Interagency Training and Education Center  
1001 Army Road, Kingwood, WV 26537  
Architect: ZMM Architects & Engineers

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As a joint venture between ZMM and AECOM, the *Joint Interagency Training and Education Center* at Camp Dawson was designed to provide a 24/7 operations center and expanded billeting facility. Jill was responsible for interior design of the Billeting addition, including the main lobby, Liberty Lounge, signage, millwork, and billet rooms; coordination of finishes with the AECOM team; and assisted in LEED coordination. She played an integral role in achieving SSc8 Light Pollution Reduction as the main author of an appeal to the USGBC. The project is LEED Gold Certified.



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Jackson County Armed Forces Reserve Center  
8832 Point Pleasant Road, Millwood, WV 25262  
Architect: ZMM Architects & Engineers

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The *Jackson County Armed Forces Reserve Center* is designed to house several units, with an expanded drill hall that is used for various community events. Jill worked closely with the architect to develop a comprehensive interior color palette that works seamlessly with the exterior materials, as well as interior details, lighting design, and LEED coordination for the project. She designed enhanced acoustical treatments for the drill hall that expand its functionality as a large group space. The AFRC is designed to meet LEED Silver certification.

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Morgantown Readiness Center  
Morgantown Municipal Airport, Morgantown, WV 26505  
Architect: ZMM Architects & Engineers

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As home to the 249<sup>th</sup> Army Band and other units, the *Morgantown Readiness Center* features an auditorium, practice rooms, offices, classrooms and drill hall. Jill was responsible for interior design of all areas, coordination with the acoustic consultant and LEED coordination. The project is designed to meet LEED Silver certification.

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Logan-Mingo Readiness Center  
James A. "Buck" Harless Industrial Park, Holden, WV 25625  
Architect: ZMM Architects & Engineers

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Housing the military police and other units in the heart of coal country, the Logan-Mingo Readiness Center just recently opened. Jill was responsible for all aspects of the interiors for public areas, offices, classrooms, and drill hall. The interior design includes a darkly painted "coal seam" that is seen throughout the public spaces and combined with bright accent colors. She was also responsible for LEED coordination; the project is designed to meet LEED Silver certification.

#### Wood County Commission

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Wood County Justice Center  
401 Second Street, Parkersburg, WV 26101  
Architect: ZMM Architects & Engineers

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The *Wood County Justice Center* in Parkersburg is a culmination of the Sheriff's Department, Magistrate Court and 12-hour holding center moving from three separate buildings into one existing building. Jill was responsible for programming, space planning, interior design, millwork design, lighting design, furniture design and LEED Coordination. The project is LEED Certified.

#### West Virginia Housing Development Fund

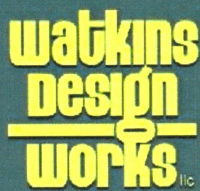
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5710 MacCorkle Avenue, Charleston, WV 25304  
Architect: ZMM Architects & Engineers

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For the WVHDF's new office building in Kanawha City, Jill developed a clean, modern color palette and furniture design to match. She was also responsible for lighting and millwork design, and many sustainable features of the building.





### Kanawha County Public Library

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Elk Valley Branch Library  
313 The Crossings Mall Road, Elkview, WV 25071  
Architect: ZMM Architects & Engineers

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The new *Elk Valley Branch Library* in Elkview is providing a much-needed modernized and accessible space for this small branch. The library moved into an existing building and Jill was responsible for all aspects of the interior, including space planning, finish selections, furniture design, and construction administration.

### Christ Church United Methodist

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1221 Quarrier Street, Charleston, WV 25301  
Architect: ZMM Architects & Engineers

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This historic church near Charleston's East End underwent an extensive renovation of its educational wing, choir area, teen area, and gymnasium. Jill was responsible for finish selections, furniture design, coordination with each committee, and assisted with construction administration.

### Procter & Gamble

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Gillette World Shaving Headquarters  
Gillette Park, Boston, MA 02127  
Architect: Cubellis

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Not long after Procter & Gamble purchased Gillette in 2005, plans to convert the original Boston factory into *Gillette's Corporate Headquarters* with expanded amenities and strict P&G branding commenced. Jill was a key team member consisting of architects and other interior designers involved in programming, master planning, space planning, design and documentation.

Erica Boggess, Acting Executive Director  
West Virginia Housing Development Fund  
5710 MacCorkle Avenue, Charleston, WV  
304.391.8638, ericaboggess@wvhdf.com

MG Melvin Burch, Retired  
West Virginia Army National Guard CFMO  
304.727.0074 home

LTC Craig Lambert, Retired  
West Virginia Army National Guard CFMO  
304.561.7501 mobile

Alan Engelbert, Director  
Kanawha County Public Library  
123 Capitol Street, Charleston, WV  
304.343.4646 ext. 1241  
alan.engelbert@kanawhalibrary.org

COL David Shafer  
West Virginia Army National Guard  
304.382.7861 mobile  
david.p.shafer.mil@mail.mil



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

**HAWKS NEST STATE PARK**  
**Lodge Redecoration and Renovation**  
**WYK's REPEAT CLIENTELE**  
**REFERENCES**





**WYK ASSOCIATES, INC.**  
ARCHITECTURE • P L A N N I N G

## **WYK Repeat Clientele**

WYK Associates, Inc.

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**Amos Carvelli Funeral Home**  
**ARC of Harrison County**  
**Barbour County Board of Education**  
**Barbour County Commission**  
**Citizens' National Bank of Elkins**  
**City Neon**  
**City of Bridgeport**  
**City of Clarksburg**  
**City of Salem**  
**Corhart Refractories**  
**Daisy Development**  
**Diamond Development**  
**Dominion Exploration and Production**  
**Fairmont State University**  
**Fellowship Bible Church**  
**Greathouse Funeral Home**  
**Harrison County Board of Education**  
**Harrison County Bank**  
**Harrison County Commission**  
**Harrison County Courthouse**  
**Harrison County Senior Citizens**  
**Harrison County YMCA**  
**Health Access**  
**Kappa Sigma Pi**  
**Lewis County Board of Education**  
**Louis A. Johnson V.A. Medical Center - Clarksburg**  
**MVB Bank**  
**North Central West Virginia Airport**  
**Pocahontas County Commission**  
**Quiet Dell United Methodist Church**  
**Stockmeler Urethanes**  
**Arnett Carbis Toothman, LLP (formerly Toothman & Rice)**  
**Town of Addison (Webster Springs)**  
**United Hospital Center**  
**United Summit Center**  
**Vienna Public Library**  
**Webster County EDA**  
**West Union Bank**  
**World Vision**



**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

## References

WYK Associates, Inc.

---

James A. Harris  
(Former, County Administrator of Harrison County)  
Executive Director | Health Access, Inc.  
489 Washington Avenue  
Clarksburg, WV 26301  
(304) 622-2708

Geoff Marshall, CHFM, CHC  
Vice-President of Support Services  
United Hospital Center  
327 Medical Park Drive  
Bridgeport, WV 26330  
(681) 342-1220

Dr. C. Eric Kirkland, Ph. D, PMP  
Executive Vice-President  
Salem International University  
223 West Main Street  
Salem, WV 26426  
(304) 782-5011

Dr. Judy P. Byers, Director of Folklife Center  
Fairmont State University  
1201 Locust Avenue  
Fairmont, WV 26554  
(304) 367-4861

Steven Haning  
Diamond Development, LLC  
209 West Pike Street  
Clarksburg, WV 26301  
(304) 622-1562

Martin Howe, City Manager  
City of Clarksburg  
222 W. Main Street  
Clarksburg, WV 26301  
(304) 624-1677

Shana Frey  
Barbour County Administrator  
8 North Main Street  
Phillippi, WV 26416  
(304) 457-0025

Dr. Jeffrey Browning, DDS  
Total Dental  
1219 Johnson Avenue Suite 201  
Bridgeport, WV 26330  
(304) 842-7591

Laury Waltz  
Vice-President Operations / Associate Broker  
Petroplus & Associates, Inc.  
742 Fairmont Road Suite D  
Westover, WV 26501  
(304) 284-5011

Carrie L. Wallace  
County Administrator  
Upshur County Commission  
91 West Main Street Suite 101  
Buckhannon, WV 26201  
(304) 472-0535

Reta Griffith  
(Former, Pocahontas County Commissioner)  
WVU Extension Service  
900 E Tenth Street  
Marlinton, WV 24954  
(304) 799-4604

Dr. Mark Manchlin, Superintendent  
Harrison County Schools  
445 West Main Street  
Clarksburg, WV 26330  
(304) 642-3300

Tom Whaling, President & CEO  
West Union Bank  
320 Emily Drive  
Clarksburg, WV 26301  
(304) 873-2361

Gary W. Nickerson  
Steptoe & Johnson, PLLC  
400 White Oaks Blvd.  
Bridgeport, WV 26330  
(304) 933-8163

Mark Bonamico  
Bonamico Construction  
424 Lawman Avenue  
Bridgeport, WV 26330  
(304) 848-2372

Eric Vincent  
President, Tyler County Commission  
121 Main Street  
Middlebourne, WV 26149  
(304) 758-2102

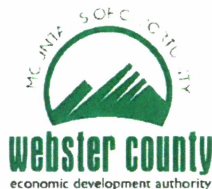




**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

**HAWKS NEST STATE PARK**  
**Lodge Redecoration and Renovation**

**TESTIMONIALS**



## Webster County Economic Development Authority

139 Baker Street • Webster Springs, WV 26288 • Phone: (304) 847-2145  
Email: [wcd@WebsterWV.com](mailto:wcd@WebsterWV.com) • Website: [www.WebsterWV.com](http://www.WebsterWV.com)

February 8, 2016

Mr. James Swiger, President and Principal-In-Charge  
WYK Associates, Inc.  
205 Washington Avenue  
Clarksburg, WV 26301

To Whom It May Concern:

It is my pleasure to recommend WYK Associates, Inc. for your next project. I have had the privilege of working with them on a variety of projects over the last decade. The Information Manufacturing Corporation (I.M.C.) Building in Cowen at our Industrial Park utilizes a geothermal heating and cooling system. The I.M. C Building is a 17,000 S.F. structure with an abundance of daylight in the front office area and houses a spacious open structure work space. This project won a Merit Award in Architecture from the WV Chapter of the American Institute of Architects (WVAIA). The 21,000 S.F. Webster County multi-tenant building was built following completion of the I.M.C. in the same development. The multi-tenant building was designed to accommodate a variety of manufacturing spaces and was uniquely designed to be divided or used as a whole.

Recently we have worked with WYK for the interior renovations to our railroad depot building in Webster Springs and R.V. Park adjacent to the depot. This project is part of a master plan to convert this area into a small commercial/recreation area and possibly a trail head for a local trail system in the near future.

WYK has always been diligent in answering any questions or concerns we might have had. In working with WYK on the depot they worked very hard at designing it to meet our very tight budget constraints. The project was funded by a matching grant and there were no additional monies above and beyond the grant. WYK worked with us to give us the most "bang for the buck" to prepare the depot for its future use as a hub for the adjacent facilities.

We were pleased to work with WYK on these projects and we look forward to working with them again in the future. Please do not hesitate to contact me for additional information or questions.

Sincerely,

A handwritten signature in dark ink, appearing to read "Geary Weir", written in a cursive style.

Geary Weir  
Executive Director





## **LEWIS COUNTY SCHOOLS**

239 Court Avenue  
Weston, West Virginia 26452  
Telephone (304) 269-8300  
Fax (304) 269-8305

---

**Superintendent**  
Dr. Joseph L. Mace

February 4, 2016

**Board of Education**  
Paul Derico, President  
Debbie Clem  
Sylvia McNeish  
Robert Mitchell  
Michael Monachello

Mr. James Swiger  
President/Principal-In-Charge  
WYK Associates, Inc.  
205 Washington Avenue  
Clarksburg, WV 26301

To Whom It May Concern:

I am writing this letter on behalf of WYK Associates, Inc. and it is my pleasure to recommend Mr. James Swiger and the WYK Associates, Inc. team.

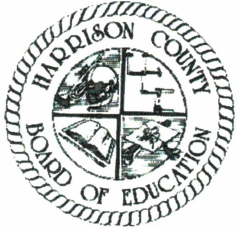
For many years I have worked with the WYK team on multiple projects for Lewis County Schools including the construction of Peterson Central Elementary School and Outdoor Classroom; Roanoke Elementary School; Lewis County High School Bleachers; Lewis County High School Concession Stand; Robert Bland Field House Addition; and security upgrades for the Lewis County Board of Education. Lewis County Schools have greatly benefited from the skills and expertise of WYK Associates, Inc.

James and the team at WYK offer professionalism at its best and I have enjoyed working with them over the years. WYK has always offered sound architectural options while being conscientious of financial constraints. The team at WYK has always been readily available for questions or concerns and has always given Lewis County Schools superior service in a timely manner. Lewis County Schools would welcome the opportunity to work with WYK Associates, Inc. on future projects, and I would strongly recommend them to other School Boards and organizations.

Please do not hesitate to contact me for further information or questions.

Sincerely,

Dr. Joseph Mace, Superintendent  
Lewis County Board of Education



DR. MARK A. MANCHIN  
*Superintendent*

# HARRISON COUNTY SCHOOLS

408 E. B. SAUNDERS WAY  
POST OFFICE BOX 1370  
CLARKSBURG, WEST VIRGINIA 26302-1370  
(304) 326-7300  
FAX (304) 624-3361

**BOARD OF EDUCATION**  
DOUGLAS K. HOGUE, *President*  
FRANK DEVONO, JR., *Vice President*  
MICHAEL DAUGHERTY  
GARY M. HAMRICK  
KRISTIN MESSENGER

August 18, 2015

Mr. James Swiger  
President and Principal-In-Charge  
WYK Associates, Inc.  
205 Washington Avenue  
Clarksburg, WV 26301

To Whom It May Concern:

It is my pleasure to write this letter on behalf of WYK Associates, Inc. and recommend Mr. James Swiger and the WYK Associates, Inc. team.

For over 20 years I have worked with WYK team on numerous projects for Harrison County Schools and they have proven to be a valuable asset to the school district. We have greatly benefitted from the expertise and architectural skill of WYK Associates. James and his team are true professionals and bring important architectural knowledge and outstanding management skills to their projects. James and his team are active supporters of Harrison County and show leadership in our community.

James and the team at WYK have always been conscientious of financial constraints and have always delivered superior service in a timely manner for Harrison County Schools. Harrison County Schools would not hesitate to work with WYK Associates on future projects, and I would recommend them to other organizations without reservation.

Please do not hesitate to contact me for further information or questions.

Sincerely,

A handwritten signature in blue ink that reads "Neil Quinn".

Neil Quinn, Director  
Harrison County Schools



James B. Swiger, AIA, NCARB, LEED AP

President/Principal

WYK Associates, Inc.


205 Washington Avenue

Clarksburg, WV 26301

Salem International University has benefited from the expertise, professionalism and friendship of Mr. James Swiger for a number of years. WYK and Mr. Swiger, specifically, have aided the University in planning and execution of renovations. He has helped identify regulations and options as well. He is always mindful of financial constraints and deadlines while delivering quality work products.

He has worked with the community of Salem on a number of efforts sometime as a partner with the University, the Chamber of Commerce and others. Salem International University is pleased to recommend WYK and James Swiger for consideration for any architectural/engineering project that is under consideration. He and his team take pride in their work, and all are conscientious and professional. That reflects on his leadership.

As loyal supporters of the University and the Salem Community, Mr. Swiger and his team are community advocates that we treasure. We would be more than pleased to be contacted if further information is required.



Dan Nelant

President

Salem International University



Keith Bullion

Associate Director of Campus Operations

Salem International University



February 5, 2016

To whom it may concern:

I am very pleased to write this letter on behalf of WYK Associates, Inc. of Clarksburg. Our century old school building was in desperate need of additional classroom and office space. We were faced with a sudden increase in enrollment for the upcoming school year for the Pre-Kindergarten class. The Wheeling-Charleston Diocese asked me to contact WYK to explore solutions to utilize the most space within our tight budget and timeframe. The Diocese spoke very highly of WYK as the firm had recently completed a new parish center for our associated church and they also performed other renovations to our school as well as our neighboring Notre Dame High School.

James Swiger and his staff diligently studied our building, exploring every option of gaining Pre-Kindergarten classroom space. Another challenge of the project was the requirement of the Pre-K to be located on the main floor for direct exiting requirements. The ultimate solution was to move the principal's office to the center of the school, utilizing the back of the oversized existing auditorium, under what was once a balcony. This created four new private offices for our administration in addition to a much needed conference room. The old office space was removed, thus expanding the adjacent classroom into that area. This kept the Pre-K on the main floor, made our offices more centrally located and increased visibility and security to all three entrances to the main floor level. They kept insisting they wanted to solve as many design issues within the school as they could while doing this renovation. They did just that!

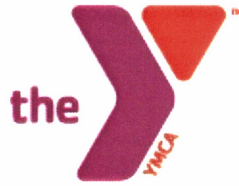
WYK's staff was very professional, experienced, thorough and timely. They produced a wonderful design that fit within our budget and allowed for minimal disruption to the school. They worked closely with the contractor, which assisted him in completing the work in our shortened summer vacation. It is without reservation that I highly recommend WYK Associates, Inc. for your project. I can now see why the Diocese asked me to contact WYK to execute this work.

Sincerely,

Nicole A. Folio, M. Ed.  
Principal

*The mission of St. Mary's Central School is to nurture the spirit, challenge the mind, and strengthen the heart of each student who enters her doors. Through the lens of the teachings of the Roman Catholic Church, St. Mary's cultivates a Christ-centered environment in which we nurture our children, families, and community so that we might see the face of Christ in each other.*





**HARRISON COUNTY YMCA  
Lowndes Hill Park  
P.O. Box 688  
Clarksburg, WV 26302-0688  
304-623-3303**

August 14, 2015

To whom it may concern:

WYK Associates serve their clients with thoughtful planning; creative design; and credible engineering. Their professional skill is underscored by impeccable character and generosity to their community.

Commending WYK Associates to prospective clients comes from personal experience and observation of projects completed for others. Their talent and high standards will serve you well.

Sincerely,

**MX**

D. Max Francis  
Interim Executive Director

July 16, 2015

Mr. James B. Swiger  
President and Principal-In-Charge  
WYK Associates, Inc.  
205 Washington Avenue  
Clarksburg, WV 26301

Dear James,

Please consider this letter my recommendation of you and the staff at WYK Associates based on the projects completed for United Hospital Center. UHC was pleased to work with WYK on a variety of projects at our hospital facilities and we were impressed with your level of skill, professionalism, and commitment to quality. The staff at WYK exhibits a high-level of expertise in their field and was attentive to the needs of the hospital and our objectives.

United Hospital Center hired WYK Associates, Inc. to redesign two existing physician office suites in our multi-tenant facility and the jobs included a complete demolition of the existing offices. In addition to the multi-tenant building, WYK also renovated United Hospital Center's Cardiac Rehabilitation Center, Physical Therapy Suite, and Sleep Center.

I am confident that the work completed by WYK Associates, Inc. at United Hospital Center will be instrumental in better serving our patients and community and we are pleased with the results. I would be happy to recommend WYK and express my pleasure in working with the firm on the various projects at United Hospital Center. I would also welcome the opportunity to work with WYK Associates, Inc. again in the future.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Geoff Marshall', written over the typed name and title.

Geoff Marshall  
VP Support Services





## Health Access, Inc.

489 Washington Avenue • Clarksburg, West Virginia 26301

Phone 304-622-2708 • Fax 304-623-9302 • E-mail [healthac@mar.com](mailto:healthac@mar.com) • Web [www.healthaccessinc.org](http://www.healthaccessinc.org)

July 10, 2015

James B. Swiger, AIA, NCARB, LEED AP  
President / Principal  
WYK Associates, Inc.  
205 Washington Avenue  
Clarksburg, WV 26301

RE: Letter of Recommendation

Dear Mr. Swiger:

Health Access, Incorporated first hired WYK Associates, Inc. in 2010 to design, plan and manage a project to completely renovate the medical clinic located at 489 Washington Avenue in Clarksburg, West Virginia. The project had a total cost of over \$350,000.00 and a very tight time frame of ninety days from start to finish. Another very challenging aspect to our project was the need to keep our Pharmacy operational to fill prescriptions during the entire ninety days of construction. From the outset, WYK Associates exhibited great attention to the details of our operation and our specific space and functionality needs within this medical facility and this was an outstanding feature of our relationship with the company. We found your willingness to make changes in the design phase as required by our budget limitations so helpful in bringing forward the very best design that our agency could afford.

Throughout this entire project, your "hands on" approach in managing the project made this experience very rewarding for our agency Board of Directors, Staff and ultimately for our many patients. The contractors that WYK Associates invited to bid on the project were all top of the line in our area and I'm confident that any one of them would have done excellent work, however we were extremely satisfied with the successful bidder; Elkview Builders, Inc.

In addition to the major renovation project in 2010, Health Access, Inc. once again engaged the services of WYK Associates, Inc. for a smaller project in 2014. That project involved renovation of a space to install a small employee restroom within the clinical spaces and also the modification of five exam room doors to install sound seals that afford privacy and confidentiality of patient-provider discussions in those areas. Again we were delighted with the process in working with WYK Associates in this project which was completed in a timely manner, within budget and without disruption to the operation of the clinic which remained open during the entire project.

James B. Swiger

Page -2-

Please feel free to use Health Access, Incorporated as a reference to any potential clients seeking Architectural, Planning-Design or Project Management services. We can certainly recommend WYK Associates, Incorporated without reservation as we are a very satisfied customer. Thank you again for your efforts to make this beautiful new home for the free clinic and the hundreds of low income uninsured patients we are privileged to serve.

Sincerely,

  
James A. Harris, Executive Director



# UPSHUR COUNTY COMMISSION

Upshur County Administrative Annex  
91 West Main Street, Suite 101 • Buckhannon, West Virginia 26201

Telephone: (304) 472-0535  
Telecopier: (304) 473-2802

TDD Numbers  
Business: 472-9550  
Emergency: 911

March 10, 2017

WYK Associates, Inc.  
205 Washington Avenue  
Clarksburg, WV 26301

Re: Upshur County Courthouse Roof and Chimney Projects

To Whom It May Concern:

We recently had the pleasure of working with WYK Associates, Inc. on the roof and chimney restoration for the Upshur County Courthouse in Buckhannon, WV. WYK was instrumental in coordinating with West Virginia's State Historic Preservation Office (SHPO) to ensure the new designs were compatible with the historic character of the building.

For the roof, new metal shingles and flashing replaced existing materials surrounding the bell tower dome and at the front gable. The remaining shingles on the main roof were cleaned and coated with a fibered aluminum coating. For the two chimneys, the existing brick was dismantled and rebuilt from the roof up. Both chimneys were restored to their existing height using similar materials and topped with new stainless steel caps.

WYK brought their experience, knowledge, and professionalism to both projects as they expertly developed the new design, created the construction documents, facilitated the bidding process, and administered the construction contract. WYK's attentiveness and responsiveness contributed to both projects being successfully completed on time and within budget.

The Upshur County Commission is fortunate to have worked with a competent architect such as WYK Associates and looks forward to working with them again.

Sincerely,



Carrie L. Wallace

Upshur County Administrator

*An Equal Opportunity Employer*



OFFICE OF  
CITY MANAGER

## CITY OF CLARKSBURG

WEST VIRGINIA

November 7, 2016

James Swiger, President and Principal-In-Charge  
WYK Associates, Inc.  
205 Washington Ave.  
Clarksburg, WV 26301

Re: Letter of Appreciation

Dear James:

It is with great pleasure that I am writing this letter of recommendation and appreciation for James Swiger and the entire team at WYK Associates, Inc. I have thoroughly enjoyed working with Mr. Swiger and his staff. James and his team are courteous and professional and have been dedicated to even the smallest of details for each project they have completed for the City of Clarksburg. Additionally, they have ensured the projects were always on time.

Over the years, James and the staff at WYK Associates, Inc. have completed multiple projects for the City of Clarksburg including a Police Sub-Station in Laurel Lanes, three (3) Fire Stations in Clarksburg which include the Central Fire Station in downtown, and two (2) sub-stations; the East End and North View Stations, as well as designing the Jackson Square Parking Facility. Jackson Square is used for downtown parking with an outdoor venue utilized for outside events. Everything from farmers' markets, wedding receptions, holiday events and festivals like the West Virginia Italian Heritage Festival's Pasta Cook-Off. I am proud to share that WYK was awarded the AIA West Virginia Merit Award for Achievement in Architecture for this project.

I personally look forward to working with WYK Associates, Inc. again and would highly recommend them to other local governments for use on their projects.

Sincerely,

Martin Howe, ICMA-CM  
City Manager



# TOWN OF GASSAWAY

**RICHARD M. ROACH, MAYOR**

**CHERRI WILSON-GERWIG, RECORDER/CLERK**

**RICK A. BURROWS, SR. CHIEF OF POLICE**

## COMMON COUNCIL

**JIM MALICK**

**FRANCES CLAYTOR**

**JIM CRINER**

**LYNN JEFFRIES**

**EDNA WILSON**

Jordan Garland  
205 Washington Avenue  
Clarksburg, West Virginia 26301

I am writing to recommend the services of WYK Architects'. WYK did an outstanding job on the restoration of the Gassaway Depot. Their knowledge and attention to detail made the restoration of the Gassaway Depot a success. I feel confident in recommending WYK Architect services. Their work was not only thorough but they were also easy to work with, and willing to take the time to discuss any concerns and responses to any questions.

If you have any further questions please feel free to contact me.

Regards,

A handwritten signature in blue ink, appearing to read 'Richard M. Roach', with a long horizontal flourish extending to the right.

Richard M. Roach, Mayor

416 ELK STREET, P.O. Box 147  
GASSAWAY, WV 26624  
304-364-5111  
304-364-4003 FAX  
THETOWNOFGASSAWAY@FRONTIER.COM



1219 Johnson Avenue, Suite 201  
Bridgeport, WV 26330

304-842-7591

---

To whom it may concern:

It is with great pleasure that I am writing this letter of recommendation for James Swiger and the entire WYK team.

When I was starting my building project, I asked several people for recommendations. I spoke with contractors, businessmen, and people who had been through construction projects. Overwhelmingly, the one name that was mentioned was James Swiger.

Every aspect of the project that James was involved with was done with great care and excellence, from the initial design of the building, to coordinating all of the work, and even now that the building is complete. James was and is available to answer my questions and to help in any way that I ask. I honestly cannot remember a single incident that James or a WYK team member was not available. I feel that his knowledge of and rapport with the engineers, contractors, and inspectors was a tremendous asset to the project. His attention to detail would amaze me. It is obvious that he takes great pride in his work. His professionalism and level of commitment is beyond what would be expected. I would visit my construction site every evening after work and on the weekends, and often times James would show up.

Finally, as the saying goes, the proof is in the pudding. The finished product is a thing of beauty. My patients are always commenting about the building. My building is the perfect space for my dental practice as well as the other tenants.

Please feel free to contact me if I can be of further assistance.

Sincerely,

Jeffrey W Browning, DDS





400 White Oaks Boulevard

Bridgeport, WV 26330

(304) 933-8000 (304) 933-8183 Fax

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

Writer's Contact Information

(304) 933-8163

[Gary.Nickerson@steptoehjohnson.com](mailto:Gary.Nickerson@steptoehjohnson.com)

March 10, 2016

To Whom It May Concern:

I am presently the managing partner of the Bridgeport, West Virginia, office of Steptoe & Johnson PLLC, a national law firm of over 300 lawyers in six states. S&J has its roots in Harrison County, West Virginia, where it was formed in 1913 in Clarksburg. Our firm maintained its primary office in downtown Clarksburg for almost 100 years.

Recognizing that the facility in Clarksburg could no longer meet the needs of a growing national law firm, in 2008, we made the decision to build a new home office, strategically located in Bridgeport, West Virginia, along the I-79 Corridor. We retained SKB Architects, a firm known worldwide for the design of law firm buildings. Because SKB was not local to this area, both SKB and our firm recognized the critical need to have a local architectural firm be actively involved in the design and construction of the 80000 square foot state-of-the-art office building. Without hesitation, we recommended WYK Associates, Inc. to SKB, having known the architects of this firm and the quality of their work for several decades.

Specifically, from day one, WYK performed oversight of the project, serving as an important liaison between SKB, the S&J's building committee and the construction firm. Initially, WYK Associates, Inc. provided a peer review of SKB's design and construction documents prior to the documents being released to contractors for bidding. With SKB and our firm's building committee, WYK was actively involved in the contractor interview and selection process for the \$16 million building, designed to LEED standards. The assistance of James Swiger of WYK was of critical importance to S&J's selection of a contractor and that selection proved to be outstanding. Moreover, WYK attended all construction meetings with SKB, the firm's executive director, the contractor and sub-contractors throughout the course of the construction period. WYK also served as the "eyes and ears" for SKB, making site visits and reporting back to SKB-- on the "off" weeks that SKB was not present at the site-- as a means of quality control as well as verifying construction conditions for SKB. WYK was active in the job site meetings, offering input and solutions to any construction related issues that arose throughout the course of the construction process. In the end, the project was a resounding success for our firm and we moved into our beautiful, state-of-the-art facility, in August, 2010.


From S&J's standpoint, WYK provided our firm's "safety net" and "comfort zone" throughout the entire process, being a longstanding and respected firm of architects who we have known and trusted for decades. Despite our large size, we had never built our own building, and had leased in all office locations throughout our century of existence. James

March 10, 2016

Page two

Swiger and WYK Associates, Inc. provided a much needed comfort level to our lawyers as well as a level of service and oversight that was of critical importance to the successful completion of the project, on time and on budget. As the office managing member, and as an active member of the S&J building committee, I cannot imagine our law firm completing this beautiful facility without WYK in our corner. Should you have any questions, please feel free to call me.

Very truly yours,



Gary W. Nickerson

GWN

7133013.1



August 13, 2015

Mr. James Swiger  
President and Principal-In-Charge  
WYK Associates, Inc.  
205 Washington Avenue  
Clarksburg, WV 26301

Dear James,

I would like to take this opportunity to express our satisfaction with Premier Bank's Flatwoods Branch. I was the Executive Vice President of the Bank of Gassaway when the branch was constructed and all of us at the Bank of Gassaway were well pleased with your design and project management of the branch.

The branch stands out from the other businesses in the area and we regularly are complimented on its appearance. The branch is very functional and it serves our customers well.

Thank you for your excellent work on the project.

**Jim McQuain**  
**Senior Vice President**  
**304-364-5138 ext 1701**  
[jimmy.mcquain@premierbankinc.com](mailto:jimmy.mcquain@premierbankinc.com)



**BOB TRICKETT**

**Cadillac Buick GMC Inc.**

**GMC**

**Cadillac**

**BUICK**

P.O. Box 609, Route 50, East • CLARKSBURG, WEST VIRGINIA 26301 • (304) 624-6594

February 5, 2016

Mr. James Swiger  
President and Principal-In-Charge  
WYK Associates, Inc.  
205 Washington Avenue  
Clarksburg, WV 26301

To whom it may concern:

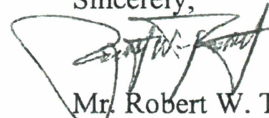
It is with great pleasure that I am writing this letter of recommendation for James Swiger and the entire WYK Associates, Inc. team.

WYK Associates, Inc, renovated the Bob Trickett Cadillac Buick GMC dealership located on old Bridgeport Hill. Throughout the entire process, WYK was available any time to answer any questions or concerns I had. WYK was able to complete our project on time and adhere to our budget. WYK had an excellent rapport with the project engineers, contractors and inspectors. Our newly renovated building is easily the most attractive building on Old Bridgeport Hill now.

James and the team at WYK are professional and courteous. I would not hesitate to recommend WYK Associates, Inc. to other car dealerships or businesses for their architectural services.

Please contact me for further information or questions.

Sincerely,



Mr. Robert W. Trickett, Owner  
Bob Trickett Cadillac Buick GMC



March 10, 2011

Mr. James B. Swiger, AIA  
President / Principal-In-Charge  
WYK Associates, Inc.  
205 Washington Avenue  
Clarksburg, WV 26301

Dear James:

This letter is in appreciation of all the work WYK Associates has provided to the Pocahontas County Commission and myself over the last year. I have thoroughly enjoyed working with your company and have appreciated the professionalism and dedication you have given our projects.

Due to the historic nature of the Pocahontas County Courthouse I knew there would be surprises in replacing the roof and installing an elevator. WYK was very creative in overcoming these challenges and researching alternatives that would fit within the budget of funds we had to use for this project. I have also enjoyed the consistent and timely communication you provided while I was managing the project for the County Commission. You never failed to respond to a request, and even provided direction when we were at a loss as to how to proceed.

I would highly recommend your company for other projects with local governments or in the private sector.

Thank you again for all your assistance.

*Reta Griffith*

Sincerely,  
Reta Griffith  
Former Commissioner, Pocahontas County (1998-2010)  
RR 1 Box 122A  
Marlinton, WV 24954  
304-799-4523  
[retagriffith@frontiernet.net](mailto:retagriffith@frontiernet.net)



131 WEST MAIN ST. • BRIDGEPORT, WEST VIRGINIA 26330-6310  
Phone: (304) 842-8251 • Fax: (304) 842-8254 • [www.bridgeportwv.com](http://www.bridgeportwv.com)  
CHUCK FEATHERS • BRIDGEPORT FIRE DEPARTMENT  
*Chief*

September 20, 2010

Mr. James B. Swiger  
WYK Associates, Inc.  
205 Washington Avenue  
Clarksburg, WV 26301

Dear Mr. Swiger,

It has been almost a year now since we moved into our new Public Safety Substation and I wanted to take a moment to thank you for all you did in insuring the success of our building. It is more than we expected when we first started this project. Your detail to our requests as we started this project is what has made it such a workable project. You took our words on what we wanted and turned them into a state of the art public safety building that is not just pleasing to the eye but very functional.

Throughout the project as problems rose you were quick to find answers that worked for our needs and decisions evolved around our needs instead of what worked best for others.

Thank you again for all the great work you did for us and the building stands as a tribute to you and your firm for a job well done. If I can be of assistance to you in the future just let me know.

Sincerely,

A handwritten signature in black ink, appearing to read "Chuck Feathers".

Charles A. Feathers, Chief

Bridgeport Fire Department



40 Main Street  
Shinnston, WV 26431-1198



Phone (304) 592-5631  
Fax (304) 592-1597

February 8, 2012

To Whom It May Concern,

The City of Shinnston has worked with WYK Associates, Inc., on a variety of projects and has always been impressed by their level of skill, professionalism and commitment to quality. The staff exhibits an expertise in their field and is attentive and attuned to the community they are working in.

Current projects that WYK Associates, Inc., are assisting the City of Shinnston with include the design and construction of the Shinnston Community Building. This \$5 million building is located at the entrance to the City's historic downtown district and WYK have excelled at designing a building sensitive to its location and history, yet able to carry the City into the twenty first century. From initial stakeholder meetings to design presentations, the team at WYK listened to the community's needs and responded accordingly.

The City of Shinnston is also utilizing the planning and design aspect of WYK Associates, Inc., on the former G.C Murphy building project. This project is a detailed feasibility study to assist the City in deciding whether to purchase the hundred year old property. The WYK team has researched the current condition, reviewed code requirements with regard to future development and developed a plan for the highest and best use of the building.

In 2009, WYK Associates Inc., designed and managed the renovation of the City of Shinnston Museum. The Museum now has excellent display space, coupled with galleries for exhibits, and a spacious meeting area. WYK's ability to design space to serve multiple purposes has meant that the Museum is used for government meetings and receptions as well as traditional preservation uses.

The City of Shinnston has been very pleased to partner with WYK Associates, Inc., on these and other projects. From architects to administrative support personnel, the firm exhibits a high commitment to quality and customer satisfaction.

Yours truly,

A handwritten signature in cursive script that reads "Emma Clarke".

Emma Clarke  
Finance Officer

ADDENDUM ACKNOWLEDGEMENT FORM  
SOLICITATION NO.: AEOI DNR19\*8

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

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

Addendum Numbers Received:

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

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

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

WYK Associates, Inc.  
\_\_\_\_\_  
Company

  
\_\_\_\_\_  
Authorized Signature

6/12/19  
\_\_\_\_\_  
Date

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



**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.

Lisa A Kuhn, Office Manager  
(Name, Title)  
Lisa A Kuhn  
(Printed Name and Title)  
205 Washington Ave, Clarksburg WV 26301  
(Address)  
304.624.6326 / 304.623.9858  
(Phone Number) / (Fax Number)  
lisa.k@wylkarchitects.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.

WYK Associates Inc  
(Company)  
James B Swiger, AIA - President  
(Authorized Signature) (Representative Name, Title)  
James B Swiger, AIA  
(Printed Name and Title of Authorized Representative)  
6/13/19  
(Date)  
304.624.6326 / 304.623.9858  
(Phone Number) (Fax Number)

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: WYK Associates, Inc.

Authorized Signature: [Signature] Date: 6/12/19

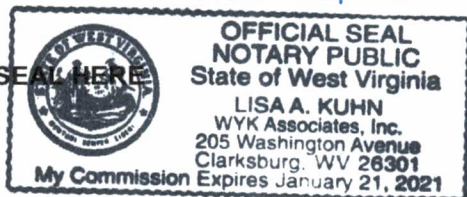
State of West Virginia

County of Harrison, to-wit:

Taken, subscribed, and sworn to before me this 12<sup>th</sup> day of June, 2019.

My Commission expires 01/21, 2021.

AFFIX SEAL HERE



NOTARY PUBLIC

[Signature]

Purchasing Affidavit (Revised 01/19/2018)





**WYK ASSOCIATES, INC.**  
ARCHITECTURE • PLANNING

205 Washington Avenue  
Clarksburg, West Virginia 26301  
Phone: (304) 624-6326 Fax: (304) 623-9858  
E-mail: wyk@wykarchitects.com

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

June 13, 2019	<b>Job #</b> P-19-009
<b>ATT:</b> Angela White Negley	
<b>RE:</b> Hawks Nest State Park Lodge Redecoration & Renovation	

**We Are Sending You**

☒ Attached
 ☐ Under separate cover via \_\_\_\_\_ the following items:

☐ Shop Drawings
 ☐ Prints
 ☐ Sketch
 ☐ Samples
 ☐ Specifications

☐ Copy of Letter
 ☐ Change Order
 ☐ Submittals
 ☒ UPS

Copies	Date	No	Description
1	06/13/19	1	Expression of Interest - AEOI DNR 19*08
			Addendum Acknowledgement Form
			Designated Contact
			State of WV Purchasing Affidavit
			SEALED BID
			BUYER: Angela White Negley
			SOLICITATION NUMBER: AEOI DNR 19*08
			BID CLOSING DATE: June 14, 2019
			BID CLOSING TIME: 1:30 p.m. EST
			FAX Number: 304-558-2165

**These Are Transmitted**

as checked below:

☐ For Approval
 ☐ Furnish as Submitted
 ☐ Resubmittal Not Required
 \_\_\_\_\_ Copies for Approval

☒ For Your Use
 ☐ Furnish as Corrected
 ☐ Rejected
 \_\_\_\_\_ Copies for Distribution

☒ As Requested
 ☐ Revise and Resubmit
 ☐ Resubmit
 \_\_\_\_\_ Corrected Prints

☐ For Review and Comment
 \_\_\_\_\_

☐ FOR BIDS DUE \_\_\_\_\_
 ☐ PRINTS RETURNED AFTER LOAN TO US

**Remarks**

WYK Associates, Inc. thanks you for the opportunity to submit a proposal on this project. We look forward to the possibility of working with you in the near future.

**COPY TO:** file \_\_\_\_\_

**SIGNED:** James B. Swiger, AIA \_\_\_\_\_

*If enclosures are not as noted, kindly notify us at once.*