

Paul has 30 plus years of engineering experience involving the analysis, design, project management, specifications' writing and construction management on many projects throughout the region. This experience includes heating, ventilation, air conditioning (HVAC), plumbing, electrical systems and lighting for governmental, commercial, educational, healthcare, industrial and military facilities. He also has knowledge and experience with indoor environmental quality assessment, recommended remedial work and design of the necessary modifications in various types of buildings.

Paul assisted in the design and implementation of the pilot project for one of the largest geothermal heat pump systems in the mid-Atlantic region. He has also been involved in the design of facilities that have received the Energy Star Certification placing them in the nation's top 25% in energy savings for similar buildings and systems as well as his contribution as part of a large team effort performing mechanical systems' retro-commissioning at numerous automotive manufacturing facilities in North America.

His project experience is wide-ranging and includes the development of scope, design criteria and budget conscious designs. Working with other design professionals and through rapport with the clients he has conducted design peer reviews, construction budget and project schedule overview, Construction Administration and closeout of projects.

## **GOVERNMENT/COMMERCIAL PROJECT EXPERIENCE**

- WVARNG Armory Bluefield and Dunbar
- WV Capitol Complex Central Bldg. #3 Renovations and Campus Central Boiler Plant
- Bruceton Bank
- Bank One
- Culture Center, WV State Capitol Complex
- Cuissets Residence
- Camp Dawson barrack/mess hall
- DOT Huntington District II Headquarters Renovations
- Yeager Airport Terminal Expansion/ Renovation
- DOH Testing Lab
- GMC Assembly Plants in Lordstown OH, Janesville WI, Pontiac East MI, Bowling Green KY, Arlington TX
- Harrison County Bank
- IMC Office Bldg.
- Riverside High School Retrofit Energy Star
- Chief Medical Examiners Lodox CT Scanner Renovations
- Pocahontas County 911/EMS Center
- West Union WWTP & WTP
- Kanawha County Commission, Judicial Building Renovations
- Mercer County Courthouse
- Tyler County Courthouse Additions/ Renovations
- Tyler County 911 Center - **NET ZERO**
- Appalachian Tire
- Laidley Towers
- Robinson Grand Performing Arts Theatre
- USDA Forestry Building
- University of Charleston Innovation Center Additions/Renovations
- World Trade Center, MD
- William R. Sharpe, Jr. Hospital Additions/Renovations, WVDHHR
- WV Capitol Complex Bldg. #3 Central Boiler Plant Additions/Renovations
- Numerous K-12 School Renovations including for Mercer, McDowell, Raleigh, Kanawha, Clay, Grant, Harrison, Marion, Pleasants, Pocahontas, Putnam, Summers, Tyler, Tucker, Upshur, Webster County Schools.
- Oglebay Wilson Lodge Renovations



## **PROFESSIONAL REGISTRATIONS**

Professional Engineer:  
West Virginia

## **EDUCATION**

Bachelor of Science in Mechanical Engineering from WV Institute of Technology, Montgomery, WV  
(Graduated Cum Laude)

## **PROFESSIONAL AFFILIATIONS**

Member American Society of Mechanical Engineers

Member ASHRAE

## **AWARDS AND RECOGNITIONS**

1st Place 2023 ASHRAE  
Technology Award, Region VII



# Edison Adkins

Edison is a Technology Solutions Designer with 25+ years experience in the construction industry, including 17+ years with a systems integrator. He has a comprehensive knowledge of low voltage systems and how these systems interface with each other and with other building systems. His knowledge includes Fire Alarm, Video Surveillance, Access Control, Intrusion Detection, School Communications, Nurse Call and A/V systems. He is experienced in fire alarm system design and knowledgeable in the applicable codes for their design in WV, KY and OH.

Edison is well versed in the construction process and has performed many roles including estimating, project management, sales and system design. He has been involved in many design/build projects. His project experience includes the design and implementation of systems for educational, healthcare, correctional and commercial facilities. This experience includes both new construction and renovation projects. He is also experienced with working in historical and ornate buildings where systems must be designed to have a minimal visual impact or be implemented with little disturbance to the structure.



## PROJECT EXPERIENCE

- AEP Service Centers multiple locations WV/OH/KY
- Alcon
- Ashland Federal Credit Union
- Augusta Inn
- Boyd County Juvenile Detention Center
- Brown Proctor Apartments
- Carpenters Union Training Center, Grayson KY
- Elizabethtown Amphitheatre
- Gallia County Jail
- HECLA Water Treatment Plant
- Huntington Federal Bldg. various projects
- IBEW Training Center, Huntington WV
- IBEW Training Center, Charleston WV
- IHG Hotels numerous locations WV/ OH/KY
- Keenland Association Operations Building
- Keith Albee Performing Arts Center
- Little Sandy Correctional Complex
- Mardi Gras Casino
- Marriott Hotels numerous locations WV/OH/KY
- Martinsburg Police Department Headquarters
- Morgantown Wastewater Treatment Plant
- Ohio County Commission
- Overlook Events Center Pikeville
- Sandy's Gaming Center Ashland
- Sidney L Christie Federal Courthouse
- South Central Power Headquarter Building Lancaster Ohio
- The Prichard
- Tyler County Courthouse
- WV Regional Jails (multiple locations)
- WV State Capitol Complex various projects

## EDUCATION

Bachelor of Science  
Electronic Engineering Technology  
WV Institute of Technology

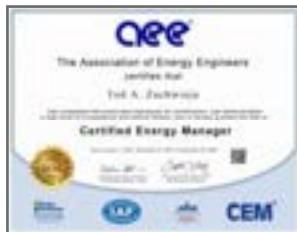
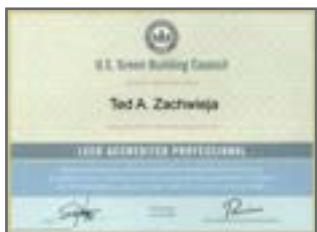
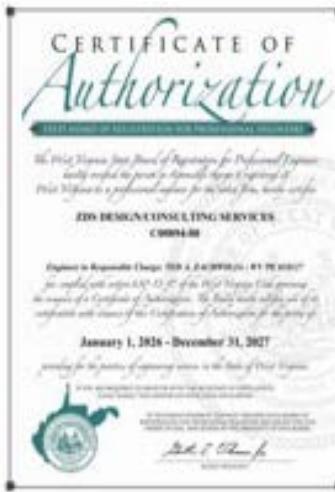
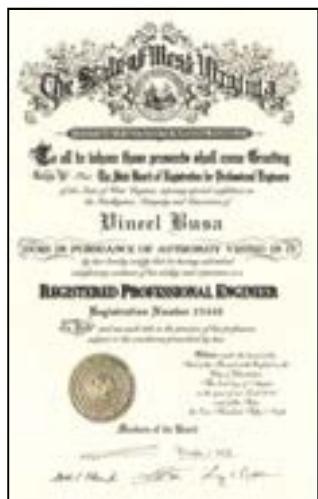
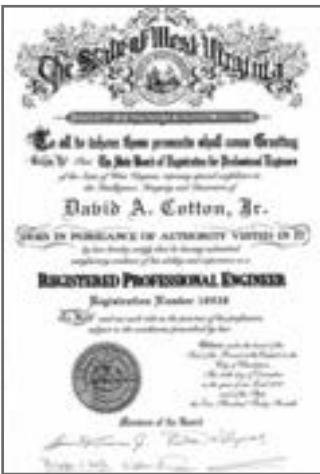
Associate in Science  
Electrical Engineering Technology  
WV Institute of Technology

## CERTIFICATIONS

Rauland-Borg Telecenter U Campus  
Technical Training & Certification

Edwards Modulaser Certification

## Certifications





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

**CELEBRATING A 125 YEAR LEGACY**

## Team Profiles

James B. Swiger



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

President/Principal-In-Charge

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

304-624-6326 Office

304-623-9858 Fax

james@wykarchitects.com

Years with WYK : 20 (2005 - Present)  
(1996 - 1997)

### **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 work reflects a variety of projects with values ranging from thousands of dollars to over \$35 million.

#### **EDUCATION**

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

NAAB Accredited University

#### **ARCHITECTURAL REGISTRATIONS**

West Virginia (#3640) | Ohio (#1315976)  
Pennsylvania (#RA-406309)  
Tennessee (#107762) | Virginia (#401016552)  
Mississippi (#5834) | Maryland (#0017689)  
Indiana (AR12200185) | Kentucky (#8304)  
National Council of Architects (#58982)

#### **HONORS AND AWARDS**

2021 The Shinnston & Harrison County Journal "Citizen of the Month" for April

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. - record amount raised to date

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-Frank 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 - WV  
National Council of Architectural Registration Boards

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

American Hospital Association - CHC - Certified Healthcare Constructor

ASHE - Associate Member of National Society for Healthcare Engineering

WVSHE - Associate Member of West Virginia Society for Healthcare Engineering

League of Historic American Theatres

National Trust for Historic Preservation

NFPA – National Fire Protection Association

Affiliate Member of Builders Supply Association of West Virginia

Acoustical Society of America - Associate Member

#### **CIVIC AFFILIATIONS**

City of Clarksburg Land Reuse Agency - Board of Directors 2024 - Present

Health Access, Inc. - Board of Directors  
Chairman of Nominating Committee

Bi-County Nutrition, Inc. - V.P. - Board of Directors

Clarksburg Uptown - Past President / Board of Directors

Kiwanis Division 3 WV District 2020/2021 & 2009/2010 Lieutenant Governor

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

United Way of Harrison County, Inc.; Board of Directors (2009-2016)

"Stonewall Leadership Contributor"; Annual Contributor United Way of Harrison & Doddridge Counties, Inc.- 15+ Years

Kiwanis Club of Clarksburg - President-Elect 2025; 2018 - Present - Volunteer and Service Committee Chair; 2008/2009 President

Salem Area Chamber of Commerce - Past Board Member

Harrison County Chamber of Commerce – Past Education Committee Chair

Salem Elementary School Nature/Fitness Trail Project Manager - Countywide Partner's in Education Project

Certified Bourbon Steward - Stave & Thief Society



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ARCHITECTURE • PLANNING

*CELEBRATING A 125 YEAR LEGACY*

## Team Profiles

Stephen Kelley



Stephen began his employment at WYK in 2007, after working at a previous firm and serving our country on active duty. He served as Senior Project Manager for the award winning Robinson Grand Performing Arts Center and numerous healthcare projects for United Hospital Center (UHC) and WVU Medicine. Stephen's 25 plus years of experience has ranged from small building additions to multi-million dollar, complex construction projects. Stephen has broad experience in both the private and public sectors of the construction / design industry.

### EDUCATION

5-Year Bachelor of Architecture | 2000

Philadelphia University

NAAB Accredited University

### MILITARY EXPERIENCE

US Army Reserves 1994 - 2006

OIF II 2003 - 2005

### PROFESSIONAL AFFILIATIONS

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

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

### CIVIC AFFILIATIONS

Mountaineer Middle School Wrestling Team - Statistician

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

Post Commander 2020 - 2021

Quartermaster 2008 - 2020

VFW Department of WV - District 3

Quartermaster (2015/2016)

Sigma Mu Fraternity Alumni, Mu Pi Chapter

United Way of Harrison County, Inc.

Stonewall Leadership Contributor

## Stephen M. Kelley

**Associate AIA**

Senior Project Manager

U.S. Army Veteran

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



# Michael Howell, PE SE

## President



### EDUCATION

University of Pittsburgh  
BSCE, 2005  
West Virginia University, Executive Program  
MBA 2014  
The Pennsylvania State University  
Doctor of Engineering *Expected 2027*

### PROFESSIONAL REGISTRATION

P.E. Alabama  
P.E. Arkansas  
P.E./S.E. California  
P.E. Kentucky  
P.E. Maryland  
P.E. Missouri  
P.E. North Carolina  
P.E. Ohio  
P.E. Pennsylvania  
P.E. Tennessee  
P.E. Virginia  
P.E. West Virginia

### BACKGROUND SUMMARY

2019 – Present Arrow Structural Engineering  
*President*

2012 – 2019 Allegheny Design Services  
*Director of Sports & Recreation*  
*Senior Structural Engineer*

2008 – 2012 Brockenbrough and Associates  
*Structural Engineer*

2007 – 2008 McKinney and Company  
*Civil Engineer*

2005 – 2007 American Bridge Company  
*Field Engineer*

### PROFESSIONAL SUMMARY

A 2005 graduate of the University of Pittsburgh with a Bachelor of Science in Civil Engineering and a 2014 graduate of West Virginia University with a master's degree in business administration. Licensed in numerous states as both a Professional Engineer and Structural Engineer. Experience in residential, commercial, heavy-highway, and industrial projects. Structural Engineering experience includes the design, specification, and evaluation of all typical construction materials including timber framing, structural steel, cold-formed steel, cast-in-place concrete, precast concrete, masonry, and aluminum. Performed forensic investigations, structural assessments, and has been a consultant for attorneys, real estate agents, insurance companies, and property owners in several legal cases. Expertise in historical and existing building assessments and renovations, risk assessment, structural failure and analysis, foundation design, subsidence evaluation, seismic and wind force detailing, and constructability assessments. Employment history includes tenures as a contractor, field engineer, civil engineer and structural engineer. Has presented numerous times on engineering management practices, design methods, and project case studies.

### PROFESSIONAL ASSOCIATIONS

Pace Enterprises Board of Directors  
Habitat for Humanity Construction  
Barlett House Board of Directors  
Spark Innovation and Science Center Board President  
American Society of Civil Engineers Branch President  
Richmond Joint Engineers Council Chair  
Structural Engineers Institute Business Practice  
ASCE 7 Timber Design Subcommittee

# Carol A. Stevens, PE, F.ASCE

Chief 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

2025 – Present	Chief Engineer Arrow Structural Engineering
2001 – 2025	President, Structural Engineer CAS Structural Engineering, Inc.
1999 – 2001	Structural Engineer Clingenpeel/McBrayer & Assoc, Inc.
1996 – 1999	Transportation Department Manager Structural Engineer Chapman Technical Group, Inc.
1995 – 1996	Structural Engineer Alpha Associates, Inc.
1988 – 1995	Structural Department Manager Structural Engineer NuTec Design Associates, Inc.
1982 – 1988	Engineer AAI Corporation, Inc.

## PROFESSIONAL ASSOCIATIONS

American Society of Civil Engineers

National Society of Professional Engineers

American Concrete Institute

American Institute of Steel Construction

West Virginia University Department of Civil and  
Environmental Engineering Advisory Committee

West Virginia University Institute of Technology  
Department of Civil Engineering Advisory Committee

West Virginia Board of Registration for Professional  
Engineers

## EXPERIENCE

### **West Virginia, Pocahontas EMS:**

Structural design of a new Emergency Medical Services facility.

**West Virginia, Public Service Commission:** Completed investigation of exterior facade issues related to water infiltration, flashing degradation and potential design issues.

**West Virginia, State Capitol Complex, Capitol Cafeteria:** Investigated problems with support of structure above glass window walls and developed repair solution.

**West Virginia, State Capitol Complex, Dome Structure:** Exploratory investigation, preparation of construction documents for repairs to structural steel in Capitol Dome.

### **West Virginia, State Capitol Complex, Building 3:**

Structural design and construction administration of repairs and renovations to limestone canopy.

**West Virginia, Eastern West Virginia Regional Airport:** Designed foundations and structural steel framing for new 2-story terminal building.

**West Virginia, Kanawha County Schools:** Structural design of additions and renovations to George Washington, Sissonville, Herbert Hoover, South Charleston and Nitro High Schools.

### **West Virginia, Sharpe Hospital HVAC Renovations:**

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

**West Virginia, Covenant House:** Structural design of new 3-story, 13,700 SF steel frame and light-gauge steel roof truss building.

### **West Virginia, Twin Falls Resort State Park Addition:**

Structural design for new 3-story, 36,600 SF expansion to existing lodge facility, including conference rooms and new indoor pool.

## Mike Payne, P.E., PMP | Principal

Michael Payne, PE, PMP is a Professional Engineer with extensive experience in building enclosure and restoration projects. He is Owner and Principal of Building Enclosure and Restoration Consulting LLC (BE&R), a firm he founded in 2025 to provide specialized consulting and engineering services focused on building enclosure consulting and the restoration of existing structures. With an extensive career and specialized focus on building exteriors, restoration engineering, and diagnostics, Michael combines expertise and a holistic, practical approach to each project he leads.

Prior to founding BE&R, Michael was division leader for the Pittsburgh region of a respected national building envelope consulting and testing firm. He established this division in 2020 after joining the firm in 2019 as a Senior Project Manager and Sr. Structural Engineer. Under his leadership, the Pittsburgh division and brand rapidly expanded, executing similar enclosure and restoration projects across PA, OH, WV, NJ, and other East Coast regions. Prior to that, Michael gained valuable experience working for a nationally recognized engineering and facilities consulting firm in the DC-Northern Virginia area, where he helped lead their engineering services department and provided similar consulting to his current employ. He also spent time managing building restoration projects with a specialty contractor in the Baltimore/DC region.

Michael holds a master's degree in Architectural Engineering from Penn State University, where his studies focused on advanced structural systems, building failures and forensic techniques, and building enclosures. His academic foundation, combined with his hands-on experience, has established him into a trusted authority in his field.

As a professional engineer, Michael has developed extensive experience in the repair and restoration engineering and building envelope consulting and diagnostics field. He has worked with clients providing a broad scope of engineering and consulting services to private, professional, institutional, and government entities across many market segments and states. Michael has provided assessment, design, contract admin, QA/QC, testing, and client consultation for projects that have focused on building and site assets such as roofs, building envelopes, facades, cladding, windows and doors, balconies and plazas, waterproofing, structural systems, parking structures, site-civil and pavements, retaining structures, fall protection/building access systems, and others.

He has experience with both new and existing construction, including historical restoration and adaptive reuse projects. In addition to project-based engineering and consulting services, Michael has experience performing building envelope consulting and performance testing, reserve study analyses, due diligence assessments, and condition assessments for capital expense planning. Michael has been retained by legal counsel to act as an expert consultant in his field.

### Prior Relevant Project Experience:

- **University of Pittsburgh (PA):** 14 separate building/projects - Roof, façade, plaza, garage, structure.
- **University of West Virginia (WV):** Field Hall—Assessment, Testing - Roof, facade
- **The Monastery (WV):** Enclosure commissioning and historical restoration consulting
- **120 Cecil Place (PA):** Exterior renovation as part of large scale renovation
- **901-903 Liberty Ave (PA):** Exterior renovation consulting as part of large scale renovation
- **CCAC Milton Hall (PA):** Exterior Restoration consulting
- **Erie Encompass Hospital (PA):** Roof, terrace and wall rehabilitation consulting
- **Pittsburgh FBI (PA):** roof and façade assessment and testing
- **World Bank HQ (DC):** Term building enclosure restoration consulting
- **The Trimont (PA):** Comprehensive façade, plaza, garage, and structural renovation consulting
- **1616 N Fortmeyer (VA):** Comprehensive façade and plaza renovation consulting
- **165 Halsey (NJ):** Historical façade renovation consulting
- **Frick Building (PA):** Comprehensive historical exterior restoration consulting
- **Gulf Tower (PA):** Comprehensive historical exterior restoration consulting
- **Pittsburgh City-County Building (PA):** Stone and Masonry stabilization



### EDUCATION & DEGREE

- Bach., Arch. Engineering
- Masters, Arch. Engineering

Penn State University (2012)

### LICENSE & CERTIFICATIONS

- PE License, AL: PE55690
- PE License, DC: PE921877
- PE License, MD: 0054719
- PE License, NJ: GE05720500
- PE License, OH: PE.85346
- PE License, PA: PE090157
- PE License, VA: 055784
- PE License, W.VA: 24703
- PMI PMP: 2205606
- OSHA MEWP Lift Operator

### AREAS OF PRACTICE

- Restoration Consulting
- Building Envelope Consulting
- Structural Engineering
- Leak & Diagnostic Investigation
- Roofing/Waterproofing
- Balconies/Plazas/Terraces
- Parking Structures
- Stone & Masonry
- Window/Curtainwalls
- Wall/Barrier/Flashing Systems
- Fall Protection Systems
- Moisture Studies
- Historic Restoration
- Expert Consulting

### AFFILIATIONS

- International Concrete Repair Institute (ICRI): Past President, Pres., VP, Tech. director,
- Project Management Institute (PMI)
- NAIOB

### PUBLICATIONS

- Innovative Repairs to Terra Cotta Parapets and Cornices - RCI 3/2015



# steve kinnaman

## PRINCIPAL ELEVATOR CONSULTANTS

After 15 years as Principal Consultant at three international elevator consulting firms, in 2009 Mr. Kinnaman formed his own firm, Steve Kinnaman & Associates LLC dba: SKA Elevator Consulting Group. Steve brings 51 years of experience in the vertical transportation field to the SKA team. Prior to forming his own firm, he was a principal in the west coast elevator consulting firm of HKA and prior to HKA he was with Jaros, Baum & Bolles (JB&B), a large international Consulting Engineering firm in New York City, as Director of the Vertical Transportation Department. Steve's New York operation was also responsible for providing all of the vertical transportation support for the JB&B office in London. Making the transition to consulting and design of vertical transportation systems Steve served as Regional Manager and Principal Consultant in New York for Lerch Bates and Associates, a large international elevator consulting firm, before moving to JB&B. His background includes the manufacturing and contracting as well as the consulting segments of the business. In the manufacturing and contracting segment, he was involved with product planning and application, equipment application, analysis, sales and marketing, construction project management and regional operations management. He currently does an extensive amount of work in New York City, the Middle East and in Europe.

### EDUCATION

BA, Northern Arizona University, 1969

### CERTIFICATIONS

AESA Certified Elevator Inspector C-5277  
New York City Licensed Elevator Inspector No. 569007

### PROFESSIONAL ASSOCIATIONS

Member, International Association of Vertical Transportation Professionals  
Member, International Association of Elevator Engineers

Member, National Association of Elevator Safety Authorities

Member, Construction Specifications Institute

Member, American Society of Mechanical Engineers

Member, Council of Tall Buildings and Urban Habitat

### PROJECT EXPERIENCE

Olive Grove Tower, Istanbul, Turkey

300 Madison Avenue, New York, NY

360 Madison Avenue, New York, NY

Canary Wharf, Buildings WF9, DS-1, DS-3, London, England 745 Seventh Avenue, New York, NY

7 World Trade Center, New York, NY

The Freedom Tower – World Trade Center, New York, NY

Towers 2, 3 and 4 at the World Trade Center, New York, NY

Soyak Towers, Istanbul, Turkey

50 Hudson Yards, New York, NY

55 Hudson Yards, New York, NY

70 Hudson Yards, New York, NY

360 Rosemary Tower, West Palm Beach, FL

Sony Center at Potsdamer Plaza, Berlin, Germany

West End Plaza Mixed-Use Complex, Frankfurt, Germany

Random House Office & Residential Tower, New York, NY

Federation Towers, MIBC Plot #13, Moscow, Russia

Project Slava Mixed-Use Complex, Moscow, Russia

Moscow Int'l Business Centre, Plot #14, Moscow, Russia

Moscow Int'l Business Centre, Plot #12, Moscow, Russia

Taishen Int'l Bank Office & Residential Tower, Taipei, Taiwan





# morgan kronk

## PRINCIPAL COST ESTIMATOR

Morgan Kronk has developed cost estimates for projects for 30+ projects totaling more than \$50M in construction costs. He has over 35 years of commercial construction experience and has been beneficial to both architects and owners in understanding their costs and supporting their projects throughout construction. As an owner's representative, cost estimator or construction consultant and manager, he brings tangible value to projects.

### PROJECT EXPERIENCE

4700 Fifth Avenue, Carnegie Mellon University, Pittsburgh, PA

Pedestrian Bridge, Western Pennsylvania School for Blind Children, Pittsburgh, PA

Margaret Morrison Renovations, Carnegie Mellon University, Pittsburgh, PA

Margaret Morrison Elevator Addition, Carnegie Mellon University, Pittsburgh, PA

Palumbo Science Center, LaRoche University, Pittsburgh, PA

SEI Space Study, Carnegie Mellon University, Pittsburgh, PA

STEM Study, WVU Potomac State College Keyser, WV

Crawford County Courthouse Planning, Meadville, PA

Old Economy Village Rehabilitation and Upgrades of Historic Buildings, Ambridge, PA

The Garden Room at the National Aviary, Pittsburgh, PA

President's House Study, Carnegie Mellon University, Pittsburgh, PA

Campbell Hall 4th Floor, West Liberty University, West Liberty, WV

Manchester School Window Replacement, Pittsburgh Public Schools, Pittsburgh, PA

Downtown Campus Library Gallery and Atrium Study, West Virginia University, Morgantown, PA

West Virginia Building 4, Charleston, WV

Frame Gallery Bathroom, Carnegie Mellon University, Pittsburgh, PA

William Pitt Union Porch Repairs, University of Pittsburgh, Pittsburgh, PA

National Aviary Masterplan Refinement, Pittsburgh, PA

Warner Hall Study, Carnegie Mellon University, Pittsburgh, PA

21c Museum Hotel Lexington, Lexington, KY

Child Development Center, West Virginia University, Parkersburg, WV

Cambell Hall, West Liberty University - West Liberty, WV

Historic Shaw Hall Study and Renovation, West Liberty University, West Liberty, WV

Glen Hazel High Rise, Housing Authority of Pittsburgh, Pittsburgh, PA

Vermeire Manor Phase II, Sharon, PA

### PROFESSIONAL ASSOCIATIONS

Morgan has taught Construction Estimating at community colleges throughout the Pittsburgh region

Rebecca Residence, Board of Directors (Secretary, Executive Committee)

American Institute of Architects (Affiliate Member)

Building Officials & Code Administrators (Affiliate Member)

Pro Bono Estimating and Consulting for the Community Design Center of Pittsburgh





# SECTION V.

## References

### Client Testimonial Letters

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# References



Patrick O'Neil, Building Project  
Management Specialist  
WV General Services Division  
(304) 352-5514

Gary Boyd,  
Director of Facility Services  
University of Charleston & WVU:  
(304) 357-4871

Scott Casdorph, PE, Arch. &  
Engineering Manager,  
WV General Service Division  
Architectural and Engineering,  
(304) 352-5518



A Christopher Seigle, Principal  
ACS Reak Estate Services, LLC  
(412) 716-5197

Michael Borgman, Senior Project  
Manager  
National Cemetery Administration  
(412) 258-9440

Cheryl Trace, Executive Director  
National Aviary  
(412) 258-9440



Mr. Patrick O'Neil, Building Project  
Management Specialist  
WV General Services Division  
(304) 352-5514

Mr. Chuck Brooks, Director of  
Engineering  
Midland Memorial Hospital  
(432) 221-4969

Mr. Mark Benelli, Senior Pro-  
ject Manager  
The City of Phoenix  
(602) 339-1536



Tim Johnson, Pendleton  
County School  
Director of Administration  
& Support Services  
(304)358-2207

Geoff Marshall, CHFM,  
CHC, VP of Support Ser-  
vices  
United Hospital Center  
(304) 476-9251

Dr. Judy P. Byers, Director  
of Folklife Center  
Fairmont State University  
(304) 367-4861



Building Enclosure and Restoration Consulting LLC

Rob Hillebrand, Vice President  
– Asset Management  
Easterly Government Proper-  
ties, Inc.  
(202) 830-3348

Jon Carney, Senior Property  
Manager  
Colliers International  
(412) 515-8536

Kevin Horchy , Senior Construction  
Manager  
Weatherproofing Technologies,  
Inc.  
(216) 577-5895



Roger Wolfe, PE  
WVDNR State Parks  
Engineer Associate  
(304) 550-8137

Tim Lee, Building Engineer  
Department of Administration,  
GSD  
(304)352-5536

Don Bailey, Jr., PE, PS  
Construction Project Manager  
WVDNR State Parks  
(304) 542-5890



## ELSWICK & ASSOCIATES, LLC

To Whom It May Concern:

I am distinctly honored to provide this letter of recommendation for ZDS Design/Consulting Services to your organization. I have known ZDS's principals and many of their staff since working with Ted and Todd Zachwieja at West Virginia Institute of Technology located in Montgomery, WV, from the 1970's, while I was the Physical Plant Director there. That relationship continues through today. Their knowledge of energy efficient systems related to Heating, Ventilating, and Air-Conditioning (HVAC), Building Automation Systems (BAS), lighting, power distribution, and plumbing systems has always been at the cutting edge of the industry. They have routinely provided innovative solutions to complex design challenges while minimizing energy and operating costs and enhancing maintenance efficiency. I have always considered their approach to engineering design and commissioning systems first for higher education, hospitals and schools to be superior and I would recommend them to anyone.

Throughout my career I have continued my working relationship with Ted and Todd Zachwieja and Jim Watters while I was Director of Facilities Management at Charleston Area Medical Center (CAMC), General Division, located in Charleston, WV. During that time, they provided mechanical, electrical, and plumbing (MEP), engineering, and construction administration services for all areas of CAMC's facilities. Their knowledge of health care code and practical design approach always provided the uniqueness required for the scope of the work. They understood the importance of operating and maintaining equipment and used their hands-on knowledge to ensure all our projects were on schedule and within budget. As a matter of fact, Todd led the first energy services performance contract in West Virginia. Through Todd's leadership, CAMC saved in excess of \$800,000.00 annually in energy costs and those savings were used for mechanical, electrical, and infrastructure upgrades at all three CAMC divisions. Ted, Todd, and Jim also assisted in many other projects at all CAMC divisions, including commissioning the work implemented as part of the energy savings program. Their combined engineering design and commissioning skills proved to be invaluable.

I also worked with ZDS Design/Consulting Services while I was Director of Facilities, Planning and Management at Washington & Lee University in the 1990's. They designed, acted as the construction project manager and commissioned the campus chilled water plant and distribution system to address the needs of the growing campus while fast tracking the project from start to finish in just nine months. I would always think of ZDS first whenever I was faced with a challenge, knowing that I would get the best technical expertise available.

Likewise, ZDS helped establish one of the first performance contracting programs in the State of Ohio's higher education system for Ohio University, saving the Athens campus millions annually while the savings were used for the mechanical, electrical and building automation improvements to generate the savings.

I have the utmost confidence in the technical expertise, the collaborative approach and ethical standards of ZDS Design/Consulting Services. Furthermore, these individuals are truly honorable professionals. In this regard, if you have questions or need additional information, please don't hesitate to contact me.

Sincerely,



Bill Elswick, MBA, CEO



## Gary Boyd MA CEFP

2300 MacCorkle Ave. SE | 304 357-4871 | garyboyd@ucwv.edu

### To Whom it May Concern

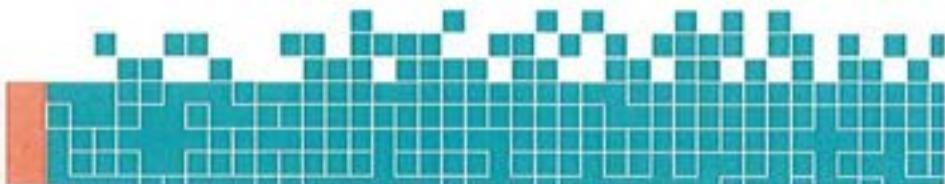
I have worked with the ZDS design team on multiple projects which include a chilled water interconnect loop, the UC Innovation Center, the UC athletic arena, and most recently, the UC Virtual Dissection Lab.

The Dissection lab project was a fast-tracked project that had many innovative components that had to be perfectly aligned to ensure the lighting was correct, the cooling for the computers mounted in the ceiling was sufficient, and headsets were accessible and properly positioned to name a few. I was extremely impressed with the speed and efficiency that ZDS provided to design and complete this project over the Summer and have this innovative space ready for our students for the 2022 Fall semester. The cooling, lighting, equipment placement and aesthetics have performed flawlessly, ZDS designed a high-quality show piece for UC in record time.

ZDS also took on the task of developing the MEP for the new athletic arena and addition of the Innovation Center and new athletic offices. This project included 3D imaging of the space prior to construction. The project also included LED lighting, a chiller and chilled water distribution with a roof mounted cooling tower and roof mounted AHUs. The Wehrle Innovation Center and Athletic Arena have served UC extremely well over the past 6 years, the arena has become the choice location for the UC graduation ceremony since completion. The plumbing, electrical, and HVAC systems have performed extremely well due to the quality of the design and specifications that ZDS provided. I highly recommend ZDS for their impressive attention to detail, skilled design team, and commitment to their projects.

Gary Boyd – University of Charleston Director of Facilities

A handwritten signature in black ink that reads "Gary Boyd".





## **RE: ZDS Design/Consulting Services**

I have had the privilege to work with ZDS Design/Consulting Services' principals and many of their staff since working at the School Building Authority in the 1990's in my roles at the School Building Authority to my current role as Executive Director of the Office of School Facilities at the West Virginia Department of Education.

**Michael Pickens**  
172 Oak Street  
Dunbar, WV 25064  
(304) 400-9993

When an emergency issue arose, they would immediately make themselves available to help. ZDS's principal, Todd Zachwieja, did not hesitate to board a helicopter during a weekend to help assess the damage to the State's school facilities when damaging floods occurred. Helicopters were the only way to reach many of the facilities because the roads had been washed away or were impossible. Anytime a challenging issue has arisen that no one knew how to resolve, ZDS has stepped up to solve the challenges. Their extensive engineering knowledge of energy efficient systems, HVAC, controls, lighting, power and plumbing systems has always been at the leading edge in the industry, providing innovative solutions that also minimize energy and operating costs. I have always considered their approach in engineering design and commissioning for buildings to be the best and would highly recommend them to anyone.

Their ability to work with the State Fire Marshal and other agencies – while guiding everyone to a practical design approach – always provided each project with the best value. They are much more than excellent design engineers; they also understand the importance of operating and maintaining equipment and have hands-on knowledge to troubleshoot and also commission to ensure our projects were a great success. Their combined engineering design and commission skills prove to be invaluable.

ZDS Design/Consulting Services was also selected to help the WV Department of Education and the School Building Authority in writing new codes and standards to raise the bar for the entire State. They were chosen because their projects were a success while we were having challenges with others. Todd Zachwieja was also asked to teach school facility staff members, and his reference books continue to be used today. I would always think of ZDS first whenever a challenge would occur, knowing I would get the best results possible.

I trust ZDS's staff in their technical expertise and their approach in solving challenging engineering issues and believe that anyone who uses them will be as satisfied as I have been. They are worth it!

Sincerely,

Michael E. Pickens



# SECTION VI.

## Attachments

**State of WV Centralized Expression of Interest  
Addendum Acknowledgement Form  
Designated Contact Form  
Disclosure of Interested Parties Form  
State of WV Purchasing Affidavit**

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State of West Virginia  
Agency Expression of Interest  
Architect/Engr

<b>Proc Folder:</b> 1836927	<b>Reason for Modification:</b>		
<b>Doc Description:</b> Building 9 (Culture Center) Renovations Project			
<b>Proc Type:</b> Agency Contract - Fixed Amt			
<b>Date Issued</b>	<b>Solicitation Closes</b>	<b>Solicitation No</b>	<b>Version</b>
2025-11-12	2025-12-04 14:00	AEOI 0304 TOR2600000003	1

#### BID RECEIVING LOCATION

PROCUREMENT  
DIVISION OF CULTURE & HISTORY  
CULTURAL CENTER  
1900 KANAWHA BLVD E  
CHARLESTON WV 25305-0300  
US

#### VENDOR

**Vendor Customer Code:**

**Vendor Name :** ZDS Limited Liability Company dba ZDS Design/Consulting Services



**Address :**

**Street :** 135 Corporate Center Drive, Suite 532

**City :** Scott Depot

**State :** WV

**Country :** USA

**Zip :** 25560

**Principal Contact :** Todd A. Zachwieja, CEO, Principal

**Vendor Contact Phone:** (304) 755-0075

**Extension:** 1001

#### FOR INFORMATION CONTACT THE BUYER

Hanna E Kroeger

304-352-1501

hanna.e.kroeger@wv.gov

**Vendor  
Signature X**

FEIN# 550735995

DATE December 1, 2025

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

## SECTION SIX: ATTACHED FORMS AND DOCUMENTS

### **ADDENDUM ACKNOWLEDGMENT FORM SOLICITATION #AEOI TOR2600000003**

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)

- Addendum No. 1
- Addendum No. 2
- Addendum No. 3
- Addendum No. 4
- Addendum No. 5

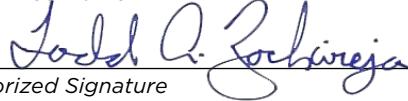
I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information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

ZDS Limited Liability Company dba ZDS Design/Consulting Services

Company

Todd A. Zachwieja, CEO, Principal

Authorized Name



Authorized Signature

Principal, Chief Executive Officer

Title

December 1, 2025

Date

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

REQUEST FOR EXPRESSION OF INTEREST • **Solicitation #AEOI TOR2600000003**  
**BUILDING 9 (CULTURE CENTER) RENOVATIONS PROJECT**

**4. GREEN BUILDINGS MINIMUM ENERGY STANDARDS:** In accordance with West Virginia Code § 22-29-4, all new building construction projects of public agencies that have not entered the schematic design phase prior to July 1, 2012, or any building construction project receiving state grant funds and appropriations, including public schools, that have not entered the schematic design phase prior to July 1, 2012, shall be designed and constructed complying with the ICC International Energy Conservation Code, adopted by the State Fire Commission, and the ANSI/ASHRAE/IESNA Standard 90.1-2007: Provided, That if any construction project has a commitment of federal funds to pay for a portion of such project, this provision shall only apply to the extent such standards are consistent with the federal standards.

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

Todd A. Zachwieja, CEO, Principal

*Name*

todd.zachwieja@zdsdesign.com

*Email*

135 Corporate Center Drive, Suite 532

*Address*

Scott Depot

*City*

Principal, Chief Executive Officer

*Title*

(304) 755-0075

*Phone Number*

WV

*State*

25560

*Zip*

**CERTIFICATION AND SIGNATURE:** By signing below, 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.

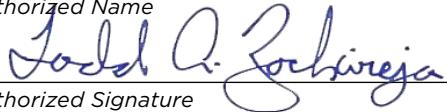
By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code W. Va. Code R. §144-3-1 et seq. which automatically voids certain contract clauses that violate State law.

ZDS Limited Liability Company dba ZDS Design/Consulting Services

*Company*

Todd A. Zachwieja, CEO, Principal

*Authorized Name*



*Authorized Signature*

Principal, Chief Executive Officer

*Title*

December 1, 2025

*Date*

West Virginia Ethics Commission  
**Disclosure of Interested Parties to Contracts**

(Required by W. Va. Code § 6D-1-2)

**Name of Contracting Business Entity:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Name of Authorized Agent:** \_\_\_\_\_ **Address:** \_\_\_\_\_

**Contract Number:** \_\_\_\_\_ **Contract Description:** \_\_\_\_\_

**Governmental agency awarding contract:** \_\_\_\_\_

**Check here if this is a Supplemental Disclosure**

List the Names of Interested Parties to the contract which are known or reasonably anticipated by the contracting business entity for each category below (*attach additional pages if necessary*):

**1. Subcontractors or other entities performing work or service under the Contract**

Check here if none, otherwise list entity/individual names below.

WWG Architects, 408 Boulevard of the Allies, Pittsburgh, PA 15219

Atlantic Engineering Services of West Virginia, PLLC, 1097 Chaplin Road, Suite 123, Morgantown, WV 26501-2296

**2. Any person or entity who owns 25% or more of contracting entity (not applicable to publicly traded entities)**

Check here if none, otherwise list entity/individual names below.

**3. Any person or entity that facilitated, or negotiated the terms of, the applicable contract (excluding legal services related to the negotiation or drafting of the applicable contract)**

Check here if none, otherwise list entity/individual names below.

Signature: Lori A. Zachwieja

Date Signed: \_\_\_\_\_

**Notary Verification**

State of \_\_\_\_\_, County of \_\_\_\_\_:

I, \_\_\_\_\_, the authorized agent of the contracting business entity listed above, being duly sworn, acknowledge that the Disclosure herein is being made under oath and under the penalty of perjury.

Taken, sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Lori Zachwieja  
Notary Public's Signature

**To be completed by State Agency:**

Date Received by state agency: \_\_\_\_\_

Date submitted to Ethics Commission: \_\_\_\_\_

Governmental agency submitting Disclosure: \_\_\_\_\_



STATE OF WEST VIRGINIA  
Purchasing Division**PURCHASING AFFIDAVIT**

**West Virginia Code §5A-3-10a states:** 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 the debt owed is an amount greater than one thousand dollars in the aggregate.

**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.

“Debtor” means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. “Political subdivision” means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. “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 exceed five percent of the total contract amount.

**EXCEPTION:** The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this 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.

Under penalty of law for false swearing (**West Virginia Code** §61-5-3), it is hereby certified that the vendor affirms and acknowledges the information in this affidavit and is in compliance with the requirements as stated.

**WITNESS THE FOLLOWING SIGNATURE**

Vendor's Name: ZDS Limited Liability Company dba ZDS Design/Consulting Services

Authorized Signature: Lori A. Zacharieja Date: December 1, 2025

State of West Virginia

County of Putnam, to-wit:

Taken, subscribed, and sworn to before me this 1 day of December, 2025.

My Commission expires January 26, 2029.

**AFFIX SEAL HERE**

**NOTARY PUBLIC**

