

From: **Whittaker, Frank M** <frank.m.whittaker@wv.gov>

Date: Mon, Jan 5, 2026 at 10:10 AM

Subject: Re: Emergency Purchase Request Form WV-45- Wheeling AASF2 Hangar Roof Replacement - [UNCLASSIFIED]

To: Wingerd, Claude D NFG NG WVARNG (USA) <clauded.wingerd.nfg@army.mil>

Cc: Willis, Samantha L <samantha.l.willis@wv.gov>, Lyle, Tara L <tara.l.lyle@wv.gov>, Pauline, David H <david.h.pauline@wv.gov>, Bowman, Charles A Jr NFG NG WVARNG (USA) <charles.a.bowman26.nfg@army.mil>, Smith, Dusty J NFG NG WVARNG (USA) <dusty.j.smith2.nfg@army.mil>, Alisha S Pettit <alisha.s.pettit@wv.gov>, Greg Clay <gregory.c.clay@wv.gov>

Dean,

Your emergency request for hanger roof repair in Wheeling is approved. Please follow all emergency procedures outlined in the Purchasing Division Procedures Handbook and provide the completed contract and all supporting documentation to this office for public posting within 30 days of this approval.

Thankyou,

Frank

On Mon, Jan 5, 2026 at 9:20 AM Wingerd, Claude D NFG NG WVARNG (USA) <clauded.wingerd.nfg@army.mil> wrote:

UNCLASSIFIED

Director Willis,

Good morning and Happy New Year! We had a wind-storm event in Wheeling that has damaged 80% of the roof of the hangar building at the Wheeling AASF#2 facility at the Wheeling Airport. This is where store and maintain Blackhawk Helicopters for the Army National Guard. The folks on the ground got an initial assessment and estimate, see it attached, but it lacks items that we may need such as bonds, wood replacement if needed

and deck repair or replacement if needed, etc. It is imperative that we start this roof replacement as soon as possible and we will follow up with a completed contract including bonds and final costs as soon as it is available. I have also attached a couple of pictures provided by our ground supervisor. Please let us know if you have any questions.

Thanks

Dean Wingerd

Procurement Analyst

WV Military Authority/ Office of the Adjutant General

Construction & Facilities Management Office

PH) 304-561-6629

claude.d.wingerd.nfg@army.mil

UNCLASSIFIED

APPROVED

BY:

DATE:



WEST VIRGINIA PURCHASING DIVISION

Emergency Purchase Request Form for Central Purchases
(Purchases Exceeding Agency's Delegated Spending Threshold)

Statutory Authority: Pursuant to West Virginia Code §5A-3-15 and 148 C.S.R. 1-7.6, the director may authorize, in writing, a state spending unit to purchase in the open market, without filing requisition or estimate, specific commodities for immediate delivery to meet bona fide emergencies arising from unforeseen causes.

Follow-up Award Requirements: Effective July 1, 2024, agencies are delegated the authority, upon written approval, to process all emergency purchases as agency contracts. Agencies must submit all contract documents to Purchasing.Division@wv.gov no later than 30 days of issuance.

Description of the emergency circumstance(s) that led to this emergency purchase request:
(What is the emergency situation? Provide detailed information.)

In the early hours of 30 Dec 2025, wind gusts caused a portion of the roof to become damaged at the Wheeling AASF 2 Building at the Wheeling Airport. After an assessment by a roofing contractor it has been determined that 80% of the buildings EPDM roofing system has blown off, shredded, or been wrapped up and damaged by the wind event. Given the agencies limited resources we need to go ahead do a full roof replacement on this facility rather than a patch in place which will need to be removed and replaced to make the full repairs anyway.

Proposed remedy:

(What is the item or service that needs to be purchased to remedy the emergency situation in the short term?)

Full roof replacement for the Wheeling AASF2 (Army Aviation Support Facility) at the Wheeling Airport. This building is a maintenance and storage hangar used to perform routine maintenance and repairs of all kinds, to our Blackhawk Helicopters for the Army National Guard.

Estimated cost:

(How much will the items or service cost to rectify the situation? Include total cost.)

Initial estimated cost is \$176,385.00 (this will go higher once bonds and other items are included)

Proposed duration/quantity:

(If a service is needed, how long will you need it until you can properly bid out a long-term solution? If an item is needed, how many does your agency need?)

An immediate roofing replacement is needed to rectify this situation.

Rev. 1/15/2025

Dean Winger
Procurement Analyst
Jan 9/2026
1/5/2026

West Virginia Purchasing Division
Emergency Purchase Request Form (WV-45)

1/5/2026
CHIEF PROCUREMENT OFFICER
1/5/2026



Proposal Letter

Wheeling AASF2 Hanger Roof Restoration
Girty's Point Rd Wheeling, WV 26003
Kalkreuth Roofing & Sheet Metal, Inc.
WV Contactor License #WV 000246

December 30, 2025

RE: EPDM Roof Restoration: Main Hanger Complete Reroof:

We proposal to provide all material, labor, equipment, and insurances necessary to perform the following scope:

GENERAL REQUIREMENTS/NOTES

- Architectural fees/costs are not included in this proposal.
- * • Wood replacement is not included in this proposal. *may be needed*
- * • Excluding the cost of bonds or costs associated with architectural design. *Bonds will be included*
- Asbestos abatement is not included in the base price below.
- * • Decking repair/ replacement is not included in this proposal. *may be needed*
- Utilities i.e. water, heat and electric to be by others.
- This quote is based on a 1st shift basis, Monday – Friday. Overtime and/or shift work is excluded.
- Work that is not included in this proposal will be completed on a time plus material basis with written consent.
- Our Proposal is based on entering a contract based on the terms and conditions of the AIA 401 and is valid for a period of 30 days.
- If Factory Mutual (FM) ensures this project, they must approve the plans and specifications. If FM makes any changes, additional costs shall be the sole responsibility of the owner.
- * • All the following are also excluded from this project *will be included* (maintenance bonds, warranty bonds, acoustical testing, code analysis, minority participation, US steel procurement act, MBE/DBE/WBE/EDGE goals, any hazardous material identification and/or abatement, snow guards/rails, road closures, cost associated with law enforcement, and drains.

Base Bid: EPDM Reroof: Complete Reroof:

1. Remove existing roofing down to the metal roof decking over the entire roof area.
 - Approximately 14,300 square feet total- 1 layer of EPDM membrane and insulation.
2. Provide and install a (1) new mechanically fastened layer 3" of polyisocyanurate insulation.
3. Provide and install a new mechanically fastened, reinforced .060 black EPDM roof system.
 - Approximately 14,300 square feet.
4. Extend EPDM membrane over the edge perimeter of the building and custom fabricate and install new 24g Kynar 500 finish edge metal.
 - Approximately 500 lineal feet of edge metal.
5. Provide and install new, pre-manufactured flashings at all roof penetrations.
 - Roof top units, pitch pans, pipe penetrations, etc.
6. Provide a 20-year manufacturer's warranty at the completion of the project on the roof area.
 - The manufacturer's 20-year warranty includes coverage on defective product and workmanship with an inspection from a manufacturer's representative at job completion.

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Proposal Letter
Wheeling AASF2 Hanger Roof Restoration
Girty's Point Rd Wheeling, WV 26003
Kalkreuth Roofing & Sheet Metal, Inc.
WV Contactor License #WV 000246

- 7. Organize and clean-up project at the completion of each day.
- 8. All work will be completed within strict accordance to the manufacturer's specifications.
- 9. All debris will be removed from site and hauled to an approved landfill at the completion of the project.

Base Bid Total ... \$176,385.00

We hope this proves satisfactory and look forward to working with you.

Sincerely,

Zane Harvey

Zane Harvey
Service Division Estimator
Special Projects Division

Accepted _____
Date: _____

WV Contractor's License #WV000246