



STATE OF WEST VIRGINIA  
DEPARTMENT OF ADMINISTRATION

ALLAN L. MCVEY  
CABINET SECRETARY

March 24, 2020

Mike Sheets, Director  
West Virginia Purchasing Division  
2019 Washington Street, East  
Charleston, WV 25305

RE: Suspension of Rules and Regulations for the Purchase of COVID-19 Related  
Goods and Services

Director Sheets:

I am issuing you a directive, pursuant to the Governor's Proclamation, dated March 16, 2020 which, among other things, states:

- It is of the utmost importance that our Cabinet Secretaries, Commissioners, and Directors throughout the state have the ability to take measures necessary to ensure the safety of our citizens, and;
- Delegating to all state agencies the ability to suspend rules, if strict compliance therewith would prevent, hinder or delay necessary action in coping with the emergency.

The directive is as follows:


Under the authority granted by Governor Justice, The West Virginia Purchasing Division is ordered to immediately suspend all purchasing rules and regulations related to the purchase of goods and services necessary for the State of West Virginia and its agencies, to respond to the COVID-19 Pandemic.

I hereby direct you to issue a blanket exemption, in writing, to all state spending units to make any and all purchases for COVID-19 Pandemic related goods and services without the need to adhere to purchasing requirements in W.Va. Code §5A-3-1 et.seq.

Pursuant to the Governor's Proclamation, COVID-19 Executive Orders, and other public statements, you are also to suspend all purchasing rules, including but not limited to the rules outlined in the West Virginia Code of State Rules §148-1-1 et. seq.

I trust that you understand the gravity of the current situation, and will do everything in your power to enable all state agencies to quickly take action to cope with this emergency situation.

Sincerely,

A handwritten signature in blue ink that reads "Allan L. McVey". The signature is written in a cursive style with a large initial 'A'.

Allan McVey, Cabinet Secretary  
West Virginia Department of Administration

cc: The Office of West Virginia Governor Jim Justice  
State Auditor, John B. McCuskey