

Whittaker, Frank M

From: Negley, Angela W
Sent: Monday, February 11, 2019 3:03 PM
To: Whittaker, Frank M
Cc: Ingraham, Brittany E; Nisbet, Guy L; Adkins, Jamie H; Leslie, Brad S
Subject: RE: Emergency Approval: Cacapon Resort State Park Water Plant Repairs

Frank,

Per our telephone conversation this afternoon, we will proceed with this project and post it in OASIS. Additionally, we will send a copy of the solicitation to the WV Contractor's Association. Further, we understand that since it is an emergency we can have an abbreviated bidding period.

Once the lowest responsive and responsible bidder has been determined and construction is underway, we will send you all documents necessary to award a purchase order.

Thank you!

Angie

From: Negley, Angela W
Sent: Monday, February 11, 2019 1:48 PM
To: Whittaker, Frank M <Frank.M.Whittaker@wv.gov>
Cc: Ingraham, Brittany E <Brittany.E.Ingraham@wv.gov>; Nisbet, Guy L <Guy.L.Nisbet@wv.gov>; Adkins, Jamie H <Jamie.H.Adkins@wv.gov>; Leslie, Brad S <Brad.S.Leslie@wv.gov>
Subject: RE: Emergency Approval: Cacapon Resort State Park Water Plant Repairs

Frank,

Thank you so much for your quick response! I just need to clarify my understanding of how to proceed with the emergency. I am to publish this as an ARFQ in OASIS and send a copy of the Contractor's Association. We will post it for a minimum of 10 days. Then once we have awarded the construction and started work, we will send you all of our backup and you will issue a CPO. Is that correct?

Thanks!

Angie

From: Whittaker, Frank M
Sent: Monday, February 11, 2019 12:24 PM
To: Negley, Angela W <Angela.W.Negley@wv.gov>
Cc: Ingraham, Brittany E <Brittany.E.Ingraham@wv.gov>; Nisbet, Guy L <Guy.L.Nisbet@wv.gov>; Adkins, Jamie H <Jamie.H.Adkins@wv.gov>; Leslie, Brad S <Brad.S.Leslie@wv.gov>
Subject: RE: Emergency Approval: Cacapon Resort State Park Water Plant Repairs

Angie,

Your emergency is approved for the scope of work identified below, with the stipulation that public notice and bidding documents are both posted to the OASIS Purchasing Bulletin and sent to the Contractor's Association of WV a minimum

of five business days prior to the date of bid opening. We will also let the Contractor's Association know to be watching for notice. When submitting your documents for the contract to be processed, please include proof of these notices with your documents.

Processing through the standard process on a compressed timeframe, would require a minimum 10 day posting.

Frank Whittaker, CPPB
Assistant Director
West Virginia Purchasing Division
2019 Washington Street. East
Charleston, WV 25305
304-558-2316
Frank.m.whittaker@wv.gov

From: Negley, Angela W <Angela.W.Negley@wv.gov>
Sent: Monday, February 11, 2019 11:45 AM
To: Whittaker, Frank M <Frank.M.Whittaker@wv.gov>
Cc: Ingraham, Brittany E <Brittany.E.Ingraham@wv.gov>; Nisbet, Guy L <Guy.L.Nisbet@wv.gov>; Adkins, Jamie H <Jamie.H.Adkins@wv.gov>; Leslie, Brad S <Brad.S.Leslie@wv.gov>
Subject: RE: Emergency Approval: Cacapon Resort State Park Water Plant Repairs

Frank,

I apologize for not getting back to you. I had an emergency last week and had to leave unexpectedly.

The plans and specifications are complete. Certain front-end documents are to be completed based on the Purchasing Procedure we must follow.

We did bid it out previously but the bids exceeded our maximum budgeted amount so time was spent on reworking the specifications to get the necessary repairs within our budget.

The agency will lose significant revenue if we are forced to utilize the standard bidding procedure. Much of the work needs to be performed with the water system shutdown. It is now February. Our best opportunity to perform that portion of the work including tapping the water tank and installing the associated piping is March. We cannot operate the park without a fully operating water system.

We believe we will lose considerable revenue if this emergency purchase authority is not granted.

Finally, could you provide more information on the time frames for a condensed bidding event?

Thanks!

Angie

From: Whittaker, Frank M
Sent: Monday, February 11, 2019 9:34 AM

To: Negley, Angela W <Angela.W.Negley@wv.gov>

Cc: Ingraham, Brittany E <Brittany.E.Ingraham@wv.gov>; Nisbet, Guy L <Guy.L.Nisbet@wv.gov>; Adkins, Jamie H <Jamie.H.Adkins@wv.gov>

Subject: RE: Emergency Approval: Cacapon Resort State Park Water Plant Repairs

Angie,

Just wanted to follow up on your Emergency request for Cacapon State Park. I believe it is the only emergency request that is still outstanding. Please address the questions/concerns below, and provide any additional information that will assist in the evaluation to the emergency request. If you decide that bidding through the wvOasis is appropriate, please copy me when you submit the requisition for processing and we'll do everything we can so facilitate an expedited bid process.

Thank you,

Frank Whittaker, CPPB
Assistant Director
West Virginia Purchasing Division
2019 Washington Street. East
Charleston, WV 25305
304-558-2316
Frank.m.whittaker@wv.gov

From: Whittaker, Frank M

Sent: Friday, February 1, 2019 3:00 PM

To: Negley, Angela W <Angela.W.Negley@wv.gov>

Cc: Ingraham, Brittany E <Brittany.E.Ingraham@wv.gov>; Nisbet, Guy L <Guy.L.Nisbet@wv.gov>

Subject: RE: Emergency Approval: Cacapon Resort State Park Water Plant Repairs

Angie,

Couple of questions on this one, are the plans and specifications already developed and ready to go? What failures/circumstances have occurred that now make this an emergency situation? Will a condensed bidding event not serve your need on this one as well? Feel free to provide any additional pertinent information concerning the emergency request.

Thank you,

Frank Whittaker, CPPB
Assistant Director
West Virginia Purchasing Division
2019 Washington Street. East
Charleston, WV 25305
304-558-2316
Frank.m.whittaker@wv.gov

From: Negley, Angela W <Angela.W.Negley@wv.gov>

Sent: Friday, February 1, 2019 9:22 AM

To: Sheets, Mike - Purchasing <William.M.Sheets@wv.gov>; Whittaker, Frank M <Frank.M.Whittaker@wv.gov>

Cc: Fleming, Emily J <Emily.J.Fleming@wv.gov>; England, Samuel A <Samuel.A.England@wv.gov>; Charnock, Jane <Jane.Charnock@wv.gov>

Subject: Emergency Approval: Cacapon Resort State Park Water Plant Repairs

Good morning,

We have an emergency at the Cacapon water treatment plant.

We originally planned to submit a single solicitation to your office that would have included both repairs to the both the Cacapon Lodge water treatment plant and the wastewater plant. Both facilities have deferred maintenance issues and require attention before the new Lodge Addition Project is complete to operate the lodge in compliance with state fire safety and environmental laws. We did bid out a combined project last year and received bids that exceeded our budget and were unable to award.

Therefore, the two projects were separated and modifications were made to the bidding documents. The wastewater treatment plant repairs solicitation will be submitted to your office later this year through the normal bid process.

However, water treatment plant repairs are now an emergency and if we go through the normal bidding process we would suffer a significant loss of revenue. A substantial portion of the work must be completed during the winter and early spring to avoid a closure of the water system during peak occupancy. During construction, the contractor will require closure of the plant and a reduced demand for water for a longer period. We must move quickly to preserve this construction window. Construction on the Lodge Addition Project at Cacapon has impacted business so preserving every dollar of revenue is important to this agency.

We anticipate the cost to be as much as \$500,000.

Please let me know if you have any questions or need additional information.

Thank you in advance for consideration of my request.

Angie

Angela White Negley, CPPO, CPPB

Chief Procurement Officer

West Virginia Division of Natural Resources – Administration

Property & Procurement Office

324 4th Avenue

South Charleston, WV 25303

Email: Angela.W.Negley@wv.gov

Telephone: 304-558-3397

Fax: 304-558-2165

Cell: 304-941-7401

WVDNR

West Virginia Division of Natural Resources