

From: Sheets, Mike - Purchasing
Sent: Friday, June 7, 2019 10:05 AM
To: Morgan, Debra K <Debra.K.Morgan@wv.gov>; Whittaker, Frank M <Frank.M.Whittaker@wv.gov>
Cc: Harper, Linda B <Linda.B.Harper@wv.gov>
Subject: RE: Revised Emergency Purchase Order Approval Request

Debbie,

Your emergency is approved. Please follow emergency purchasing procedures as found in the Handbook and follow up with documentation within 30 days.

Regards,
Mike

From: Morgan, Debra K <Debra.K.Morgan@wv.gov>
Sent: Friday, June 7, 2019 8:57 AM
To: Sheets, Mike - Purchasing <William.M.Sheets@wv.gov>; Whittaker, Frank M <Frank.M.Whittaker@wv.gov>
Cc: Harper, Linda B <Linda.B.Harper@wv.gov>
Subject: Revised Emergency Purchase Order Approval Request
Importance: High

Please see our revised letter requesting approval to enter into a 90 day emergency banking service contract.

Thanks,

Debbie Morgan
Manager, Procurement Unit
Fiscal Administration & Management

WorkForce West Virginia
1321 Plaza East
Charleston, WV 25305
Office: 304-558-0212 X3033
Email: Debra.K.Morgan@wv.gov

June 6, 2019

Mike Sheets, Director
West Virginia Purchasing Division
2019 Washington Street East
Capitol Complex Building 15
Charleston, West Virginia 25305

Re: Approval of a Critical Emergency Purchase Order

As you know, due to flawed specifications and responses to CRFQ WWV19*4 the contract awarded to BB&T to provide banking services for our agency (CMA WWV19*2) was cancelled.

WorkForce West Virginia is requesting your approval to enter a ninety (90) day emergency open end purchase order not to exceed \$40,000 with BB&T for banking services for benefit distribution to our clients as well as clearing account functions. WFWV distributes benefits to clients who receive checks via Unemployment Compensation Benefit Payment, Trade Readjustment Act, Disaster Unemployment Act, Trade Adjustment Assistance Act, Alternative Trade Adjustment Assistant Act, and other special funds.

Due to the importance of the services and the US Department of Labor requirement to deposit monies into a bank account within three business days, the agency must have a banking contract in place to deposit monies and process benefit payments.

West Virginia Unemployment Compensation Law mandates in Section 21A-8 that the agency maintain three separate banking accounts. This banking contract provides the agency with a critical method and means to transfer benefit payments to claimants' debit card, direct deposit or by check as well as transfer monies to the Trust Fund. Without a banking contract, the agency would not be able to conduct the business required with several programs such as TRA, TAA, Unemployment Compensation, etc. It is imperative that the agency receive an Emergency Purchase Order to not only provide assistance to the citizens of West Virginia which are depending on the agency's assistance to survive a life changing event, but to abide by the West Virginia Unemployment Compensation Law which states the purpose of unemployment compensation in Section 21A-1-1. According to the Unemployment Compensation Law, the purpose for Unemployment Compensation is to "provide reasonable and effective means for the promotion of social and economic security by reducing as far as practicable the hazards of unemployment. In the furtherance of this objective, the Legislature establishes a compulsory system of unemployment reserves in order to:

- (1) Provide a measure of security to the families of unemployed persons.
- (2) Guard against the menace to health, morals and welfare arising from unemployment.

1900 Kanawha Blvd. East * Building 3 Suite 300 * Charleston, WV 25305

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- (3) Maintain as great purchasing power as possible, with a view to sustaining the economic system during periods of economic depression.
- (4) Stimulate stability of employment as a requisite of social and economic security.
- (5) Allay and prevent the debilitating consequences of poor relief assistance."

As stated above, if WorkForce cannot provide benefits to the unemployed citizens there will be debilitating consequences to those individuals including, but not limited to, potentially no housing, no way to purchase food for the family including children, no monies available to pay utilities such as water, etc. WorkForce must due to legislative mandate as well as moral responsibility needs to continue to pay benefits to the unemployed citizens of West Virginia.

Sincerely,



Debbie Morgan
WorkForce West Virginia
1321 Plaza East
Charleston, WV 25305