

**From:** Sheets, Mike - Purchasing  
**Sent:** Friday, August 23, 2019 1:20 PM  
**To:** Alexander, Peggy L <[Peggy.L.Alexander@wv.gov](mailto:Peggy.L.Alexander@wv.gov)>  
**Cc:** Nisbet, Guy L <[Guy.L.Nisbet@wv.gov](mailto:Guy.L.Nisbet@wv.gov)>; Gale, Stephanie L <[Stephanie.L.Gale@wv.gov](mailto:Stephanie.L.Gale@wv.gov)>; Hancock, Leonard H <[Leonard.H.Hancock@wv.gov](mailto:Leonard.H.Hancock@wv.gov)>; Reed, Sherri A <[Sherri.A.Reed@wv.gov](mailto:Sherri.A.Reed@wv.gov)>; Whittaker, Frank M <[Frank.M.Whittaker@wv.gov](mailto:Frank.M.Whittaker@wv.gov)>; Totten, Mark L <[Mark.L.Totten@wv.gov](mailto:Mark.L.Totten@wv.gov)>  
**Subject:** RE: Emergency Request for Skilled Rehab

Peggy,

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

Regards,  
Mike

W. Michael Sheets  
Director  
WV Purchasing Division  
2019 Washington Street, East  
Charleston, WV 25305

Phone: (304) 558-0492  
Fax: (304) 558-4115

**From:** Alexander, Peggy L <[Peggy.L.Alexander@wv.gov](mailto:Peggy.L.Alexander@wv.gov)>  
**Sent:** Friday, August 23, 2019 1:17 PM  
**To:** Sheets, Mike - Purchasing <[William.M.Sheets@wv.gov](mailto:William.M.Sheets@wv.gov)>  
**Cc:** Nisbet, Guy L <[Guy.L.Nisbet@wv.gov](mailto:Guy.L.Nisbet@wv.gov)>; Gale, Stephanie L <[Stephanie.L.Gale@wv.gov](mailto:Stephanie.L.Gale@wv.gov)>; Hancock, Leonard H <[Leonard.H.Hancock@wv.gov](mailto:Leonard.H.Hancock@wv.gov)>; Reed, Sherri A <[Sherri.A.Reed@wv.gov](mailto:Sherri.A.Reed@wv.gov)>  
**Subject:** Emergency Request for Skilled Rehab  
**Importance:** High

Mr. Sheets, attached is a request for an additional 30-day contract for Skilled Rehab. We have a new contract that begins September 1<sup>st</sup>, but the new vendor isn't ready due to the time crunch.

Please review and respond at your earliest convenience.

Thanks,  
*Peggy Alexander*  
Procurement Officer  
*WV Veteran's Nursing Facility*  
[Peggy.L.Alexander@wv.gov](mailto:Peggy.L.Alexander@wv.gov)  
*Office: 304-626-1600 X.3010*  
*Fax: 304-626-1609*



*West Virginia Veterans Nursing Facility  
One Freedoms Way  
Clarksburg WV 26301*

August 23, 2019

Mike Sheets, Purchasing Director  
WV Purchasing Division  
1019 Washington Street, E.  
Capitol Complex Building 15  
Charleston, WV 25305

Re: Skilled Rehabilitative Therapy Contract CMA VNF19\*8

Dear Director Sheets,

The West Virginia Veterans Nursing Facility is requesting approval of a 30-day emergency contract for Skilled Rehabilitative Therapy services. The new contract, CMA VNF20\*03, was awarded and fully encumbered on August 21, 2019. With a start date of September 1 being only a matter of days away, the new vendor (Benchmark Therapies, Inc.) doesn't have time to hire and properly train new staff. Benchmark assures us they are actively recruiting and interviewing at this time.

We have spoken to Odyssey Rehabilitation and they are willing to stay the extra month to assist us with this transition. The current contract (CMA VNF19\*8) was a 6-month emergency contract with an expiration date of August 31, 2019. This contract covers Physical Therapy, Occupational Therapy and Speech Therapy. These therapies offer essential benefits of reducing pain, inflammation and swelling, encourage healing, limiting stress, improving mobility and avoiding surgery. These services are vital to the health and well-being of our residents. The cost for these services has been approximately \$45,000 per month, so the estimated cost for one month is \$45,000.

Feel free to contact me with any questions or concerns.

Sincerely,

A handwritten signature in blue ink that reads "Peggy Alexander".

Peggy Alexander  
Procurement Officer

cc: Stephanie Gale  
Guy Nisbet  
Sherri Reed  
Leonard Hancock