

From: Sheets, Mike - Purchasing <William.M.Sheets@wv.gov>
Sent: Wednesday, February 5, 2020 5:08 PM
To: Dmalcomb <Dmalcomb@WVPublic.org>
Cc: Whittaker, Frank M <Frank.M.Whittaker@wv.gov>; Chuck Roberts <croberts@wvpublic.org>; Ollin D. McClanahan <dmcclanahan@wvpublic.org>; Totten, Mark L <Mark.L.Totten@wv.gov>
Subject: RE: [External] Request for an emergency purchase due to an FM transmitter failure (EBAr68655)

Mr. Malcomb,

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

Regards,

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

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

From: Dale Malcomb <dmalcomb@wvpublic.org>
Sent: Wednesday, February 5, 2020 2:20 PM
To: Sheets, Mike - Purchasing <William.M.Sheets@wv.gov>
Cc: Whittaker, Frank M <Frank.M.Whittaker@wv.gov>; Chuck Roberts <croberts@wvpublic.org>; Ollin D. McClanahan <dmcclanahan@wvpublic.org>
Subject: [External] Request for an emergency purchase due to an FM transmitter failure (EBAr68655)

CAUTION: External email. Do not click links or open attachments unless you verify sender.

Mr. Sheets:

Attached is a request for approval to execute an emergency purchase for the replacement of a failed FM transmitter. Please review and respond at your earliest convenience.

Thank you.

Dale Malcomb

Purchasing Coordinator

Director of Information Technology

Fleet Coordinator

Phone: (304) 254-7858

Cell: (304) 222-9252

dmalcomb@wvpublic.org

From: Ollin D. McClanahan <dmcclanahan@wvpublic.org>

Sent: Tuesday, February 4, 2020 10:36 AM

To: Dale Malcomb <dmalcomb@wvpublic.org>; Arthur Austin <aaustin@wvpublic.org>; Chuck Roberts <croberts@wvpublic.org>

Subject: WVDS FM transmitter failure

Dale,

The Petersburg FM transmitter has failed and is not repairable. There are no parts available, and no reasonable way to effect repairs.

We need to do an emergency purchase for a replacement unit. I'm going to make some calls to vendors to check price and availability, with hope that there are units in stock and ready to be shipped.

Thanks

dave

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Mike Sheets
Purchasing Director
West Virginia Purchasing Division
Phone: (304) 558-0492
Email: William.M.Sheets@wv.gov

February 5, 2020

Dale Malcomb
Purchasing Coordinator
Phone: (304) 254-7858
Cell: (304) 222-9252
Email: DMalcomb@WVPublic.Org

Re: Approval for an emergency purchase to replace a failed FM transmitter at our Petersburg microwave site. Internal PO# EBAr68655.


Mr. Sheets:

The FM transmitter at our Petersburg microwave site has failed and we are off the air there. The transmitter is not repairable. There are no parts available, and no reasonable way to effect repairs.

This equipment serves one of our primary missions and is critical to our core operations, so we are requesting your approval to purchase a new transmitter on an emergency basis. We expect the unit to cost between \$20,000.00 and \$30,000.00. We will, of course, follow all emergency purchase procedures and documentation requirements if approved.

Thank you for your time and consideration. Please let us know if you have questions.

Sincerely,



C. Dale Malcomb