

From: Sheets, Mike - Purchasing <William.M.Sheets@wv.gov>
Sent: Thursday, June 3, 2021 3:49 PM
To: Kilpatrick, Robert P <Robert.P.Kilpatrick@wv.gov>
Cc: Barry, William D <William.D.Barry@wv.gov>; Jones, James R <James.R.Jones@wv.gov>; Pauley, Scotty E <Scotty.E.Pauley@wv.gov>; Casdorph, Scot R <Scot.R.Casdorph@wv.gov>; Pate, William D <William.D.Pate@wv.gov>; Whittaker, Frank M <Frank.M.Whittaker@wv.gov>; Totten, Mark L <Mark.L.Totten@wv.gov>
Subject: RE: EPO for Fairmont HVAC

Bob,

Your emergency request is approved. Please follow emergency purchasing procedures as found in the Handbook and follow up with award documentation 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: Kilpatrick, Robert P <Robert.P.Kilpatrick@wv.gov>
Sent: Thursday, June 3, 2021 1:10 PM
To: Sheets, Mike - Purchasing <William.M.Sheets@wv.gov>
Cc: Barry, William D <William.D.Barry@wv.gov>; Jones, James R <James.R.Jones@wv.gov>; Pauley, Scotty E <Scotty.E.Pauley@wv.gov>; Casdorph, Scot R <Scot.R.Casdorph@wv.gov>; Pate, William D <William.D.Pate@wv.gov>; Whittaker, Frank M <Frank.M.Whittaker@wv.gov>
Subject: EPO for Fairmont HVAC

Mike:

On May 7, 2021, you granted our Agency permission to contract with Miller Engineering to design immediate repairs to the HVAC system at our Fairmont facility (Building 54). After an initial assessment with the Engineer, we have concluded that the best and safest approach is to proceed with a multi-phase solution to the problem, first procuring and utilizing a temporary rental chiller and making some minor repairs to one failing Air Handler (that serves two floors of the building), in order to maintain adequate cooling for the upcoming season, and then proceeding to design and construct the renovation of the system.

So, for now, we seek your follow-up permission to utilize emergency purchasing procedures to acquire and install the temporary rental chiller and to repair the one failed air handler. We anticipate a 5-month rental of the chiller, while also requesting a unit price to handle any month-to-month rental required thereafter. It is difficult at this time to gauge lead times for HVAC equipment, so we're trying to plan

ahead. With the anticipated costs of the Air Handler repairs (\$20,000) and the expected rental costs (\$50,000 for the setup, takedown, and 5-months of rental), we're expected to award an immediate contract to a Mechanical Contractor vendor in the amount of approximately \$70,000.00.

Without this approach, impending warmer weather could leave the building uninhabitable due to uncontrollable interior temperatures, thus risking interruptions of the services provided by the tenant agencies.

Thank you for your prompt consideration of our request. Let me know if you need any further information.

Thanks
Bobk

Robert P. Kilpatrick, Business Manager
WV Department of Administration
General Services Division
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