

From: **Sheets (Purchasing), Mike** <[william.m.sheets@wv.gov](mailto:william.m.sheets@wv.gov)>  
Date: Fri, Feb 4, 2022 at 3:16 PM  
Subject: Fwd: Emergency Purchase Solar Salt  
To: Whittaker, Frank M <[frank.m.whittaker@wv.gov](mailto:frank.m.whittaker@wv.gov)>, Lyle, Tara L <[tara.l.lyle@wv.gov](mailto:tara.l.lyle@wv.gov)>, James, Kristy E <[kristy.e.james@wv.gov](mailto:kristy.e.james@wv.gov)>  
Cc: Totten, Mark L <[mark.l.totten@wv.gov](mailto:mark.l.totten@wv.gov)>

Kristy,

Your emergency is approved for a one time purchase. This approval is not for the named vendor, rather, it is for the remediation of the emergency situation. Please follow emergency purchasing procedures as found in the Handbook and follow up with documentation for award within thirty 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

----- Forwarded message -----

From: **James, Kristy E** <[kristy.e.james@wv.gov](mailto:kristy.e.james@wv.gov)>  
Date: Fri, Feb 4, 2022 at 3:02 PM  
Subject: Emergency Purchase Solar Salt  
To: Mike M Sheets (Purchasing) <[William.M.Sheets@wv.gov](mailto:William.M.Sheets@wv.gov)>, Frank M Whittaker <[frank.m.whittaker@wv.gov](mailto:frank.m.whittaker@wv.gov)>, Tara L Lyle <[Tara.L.Lyle@wv.gov](mailto:Tara.L.Lyle@wv.gov)>

Good afternoon,

Please find attached a request for approval to proceed with an Emergency Purchase for Solar Salt because the contract vendor is unable to provide us with salt meeting the contract specifications. The salt is too fine and it is clogging up our brine systems. We have identified a vendor that has solar salt on hand that will meet our specifications. This is an emergency because we are unable to treat the roads properly and are expecting more bad weather over the weekend.

Please let me know if you have any questions or if you need additional information. I am not in the office but you can call me at 304/543-1776.

Thank you

Kristy James  
WV DOT  
Procurement Officer  
304/414-7104



WEST VIRGINIA DEPARTMENT OF TRANSPORTATION

**Division of Highways**

Office of the District Engineer/Manager  
District Five

Post Office Box 99 · Burlington, West Virginia 26710-0099 · (304) 289-3521

D. Alan Reed, P.E.  
State Highway Engineer

Jimmy Wriston, P. E.  
Secretary of Transportation  
Commissioner of Highways

February 4, 2022

TO: MIKE SHEETS, DIRECTOR  
PURCHASING DIVISION

THRU: KRISTY JAMES  
DOT PROCUREMENT

FROM: LARANDA BALDWIN  
D/5 COMPTROLLER

RE: EMERGENCY PURCHASE OF SOLAR SALT – EPO 05220301

The Division of Highways, District Five, ordered Solar Salt off of Agency Contract # CMA DOT20\*51. Material was received and used to make Brine. Our Material Lab tested each delivery of material off of #CMA DOT20\*51. Lab Results are attached. This solar salt is clogging the machine because it is too fine. Multiple attempts were made by phone and email with Zac Elyasi, Government MLO Supplies USA, Inc., to no avail in attempting to obtain material which meets said specification in Contract #CMA DOT20\*51.

Bids for Solar Salt meeting our specifications were sent to three (3) vendors. Only one (1) vendor replied with a bid meeting our specifications, The Harvey Salt Company. They were then reviewed with SOS, Debarred Vendor List and VCUST. Their registration fee was found to be due. They were notified by e-mail to update their registration.

At this time, we are requesting an Emergency Purchase Order #05220301 be issued to The Harvey Salt Company for 700 tons of Solar Salt for \$78,780.00. Our Material Lab has reviewed their product description/analysis, which is attached to their bid, and their product meets the DOT, DOH's specifications.

Should you need additional information, please feel free to contact me.

LB  
Attachments