

From: **Whittaker, Frank M** <[frank.m.whittaker@wv.gov](mailto:frank.m.whittaker@wv.gov)>  
Date: Thu, Oct 5, 2023 at 1:45 PM  
Subject: Re: 127 vehicle forms  
To: Smith, Dusty J <[dusty.j.smith@wv.gov](mailto:dusty.j.smith@wv.gov)>  
Cc: James, Kristy E <[kristy.e.james@wv.gov](mailto:kristy.e.james@wv.gov)>, Samantha S Knapp <[samantha.s.knapp@wv.gov](mailto:samantha.s.knapp@wv.gov)>, Tara L Lyle <[Tara.L.Lyle@wv.gov](mailto:Tara.L.Lyle@wv.gov)>, Evan M Dewey <[Evan.M.Dewey@wv.gov](mailto:Evan.M.Dewey@wv.gov)>, Totten, Mark L <[mark.l.totten@wv.gov](mailto:mark.l.totten@wv.gov)>

Kristy,

Your emergency is approved for the purchase of 127 heavy duty pickup trucks. Within thirty days, please provide your Buyer with documentation evidencing what was purchased and at what price, along with any executed contract documents for posting to our website. As always please follow all Emergency guidelines contained in the Purchasing Division Handbook.

Thank you,

--

**Frank Whittaker, CPPB, NIGP-CPP**  
Assistant Director  
West Virginia Purchasing Division  
2019 Washington Street, East  
Charleston, WV 25305  
(304) 558-2316  
[frank.m.whittaker@wv.gov](mailto:frank.m.whittaker@wv.gov)

On Thu, Oct 5, 2023 at 11:01 AM Smith, Dusty J <[dusty.j.smith@wv.gov](mailto:dusty.j.smith@wv.gov)> wrote:  
We have a special surplus appropriation that we just got allocated.

Thank you,

Mrs. Dusty Smith  
Assistant Procurement Officer  
304.414.6859

///Fs~sj| %Uwhzwr jsy&ktwr fyts&mfya&fx%TY%gjj&xzgr nyji%  
yt [TYUWTHZWJR JSYE \ \[LT \[](#) %TY%&wfhprsl %&wfhprsl% j %w%&sfggj %t &uwthjxx%  
n3//

On Thu, Oct 5, 2023 at 10:59 AM Smith, Dusty J <[dusty.j.smith@wv.gov](mailto:dusty.j.smith@wv.gov)> wrote:  
\$6,738,493.00

Thank you,

Mrs. Dusty Smith  
Assistant Procurement Officer  
304.414.6859

///Fs~%sj| %Uwthzwr jsy&sktw fyts&mfy&mfxf%TY%gjjs&xzgr nyji%  
yt [TYUWTHZWR JSYE \ \[LT \[](#) %x%TY%as%wfhprsl%Nk%st%as%wfhprsl%| j%fwj%zsfqj%t%uwhj%xx%  
n3//

On Thu, Oct 5, 2023 at 10:31 AM Whittaker, Frank M <[frank.m.whittaker@wv.gov](mailto:frank.m.whittaker@wv.gov)>  
wrote:  
Kristy,

What is the estimated spend for this emergency request?

On Thu, Oct 5, 2023 at 5:36 AM James, Kristy E <[kristy.e.james@wv.gov](mailto:kristy.e.james@wv.gov)> wrote:  
Good Morning,

WVDOT is requesting permission to proceed with an emergency purchase of 127 Chevrolet 2500 Heavy Duty trucks. DOT was in in the process of completing this purchase prior to the removal of vehicles from the Impossible to Bid List at the end of September. Unfortunately, the equipment was located days before the expiration and we were unable to obtain Fleet Management approval prior to September 30. Fleet management has since provided approval and it is attached to this email.

The Crew Cab pickup truck is the primary means of transportation for our road crew employees and is essential to DOT's fleet. These vehicles were scheduled for replacement several years ago; however, due to shortages created by COVID vehicles were not available. Given the age of this equipment is it becoming costly and difficult to maintain in good operating condition.

WVDOT was fortunate enough to locate this equipment and it is immediately available for immediate delivery. Given the current autoworkers strike, we believe that it is going to be near impossible to obtain this equipment if the purchase is not completed soon. As the strike continues, availability of equipment will become even more challenging than during COVID. Failure to replace or fleet vehicles will make it difficult for DOT to perform our mission and will create potential safety concerns for DOT employees and the traveling public.

Please find the emergency request memo attached to this email. Please let me know if you have any questions or need additional information to consider this request.

Thank you

Kristy James  
WV DOT  
Procurement Officer  
304/414-7104

Procurement Requests should be directed to: [DOTProcurement@wv.gov](mailto:DOTProcurement@wv.gov)

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

From: **Yoakum, Kenny H** <[kenny.h.yoakum@wv.gov](mailto:kenny.h.yoakum@wv.gov)>  
Date: Wed, Oct 4, 2023 at 5:51 PM  
Subject: Re: 127 vehicle forms  
To: Pifer, Jeff M <[jeff.m.pifer@wv.gov](mailto:jeff.m.pifer@wv.gov)>  
Cc: Smith, Dusty J <[dusty.j.smith@wv.gov](mailto:dusty.j.smith@wv.gov)>, Stephanie E Lane <[Stephanie.E.Lane@wv.gov](mailto:Stephanie.E.Lane@wv.gov)>, Kristy E James <[kristy.e.james@wv.gov](mailto:kristy.e.james@wv.gov)>

Attached are the approved requests along with a summary memo with the Governor's Office approval. When available please provide FMD with the:

1. Purchase Order # or OASIS delivery order #
2. New vehicle's wvOASIS asset #
2. A copy of the invoice or bill of sale
3. New vehicle's registration card

FMD can provide fueling and maintenance services for the newly added vehicles when your agency is ready and cancel any existing services upon request.

Please let us know if you have any questions.

Stephanie - Please update RT

Thanks

Kenny Yoakum  
Director, Fleet Management Division  
2310 Kanawha Blvd. East  
Charleston, WV 25311  
Ph # 304-558-2106  
Fax # 304-558-2070

 [DOH 1 of 5 approved requests 9-29-23.pdf](#)

 [DOH 2 of 5 approved requests 9-29-23.pdf](#)

[DOH 3 of 5 approved requests 9-29-23.pdf](#)  
[DOH 4 of 5 approved requests 9-29-23.pdf](#)  
[DOH 5 of 5 approved requests 9-29-23.pdf](#)

On Fri, Sep 29, 2023 at 3:15 PM Pifer, Jeff M <[jeff.m.pifer@wv.gov](mailto:jeff.m.pifer@wv.gov)> wrote:  
Kenny,

Please find attached a memo requesting an increase to the fleet of 127 vehicles.

Thanks,  
Jeff

On Fri, Sep 29, 2023 at 2:47 PM Yoakum, Kenny H <[kenny.h.yoakum@wv.gov](mailto:kenny.h.yoakum@wv.gov)> wrote:  
Please provide a memo providing justification for increasing the state's fleet by 127 vehicles and please provide a line on the memo for the Governor's Office to approve.

Thanks

Kenny Yoakum  
Director, Fleet Management Division  
2310 Kanawha Blvd. East  
Charleston, WV 25311  
Ph # 304-558-2106  
Fax # 304-558-2070

On Fri, Sep 29, 2023 at 1:35 PM Smith, Dusty J <[dusty.j.smith@wv.gov](mailto:dusty.j.smith@wv.gov)> wrote:  
Mr. Yoakum,

Attached you will find vehicle request forms to purchase (125) Ram 1500 Tradesman Quad Cab Pickup Trucks. White in color from a local dealership. ARQS DOT24\*74.

Please let me know if you have any questions or if you need additional information

[7024e013 vehicle forms 127 chevrolet 2500HD sil...](#)

If you have any questions please let me know,

Thank you,  
Mrs. Dusty Smith  
Assistant Procurement Officer  
PH 304.414.6859

1900 Kanawha Blvd E  
Building 5 RM A-317  
Charleston, WV 25305

Fax 304.558.0047

///Fs~sj| Uwthzwr jsy&kt wr fyts&mfy&afx%TY%jjjs&zgr nyji%  
yt <TYUWTHZWJR JSYE \ [LT [ x%TY&swfhprsl&Kax&sty&swfhprsl% j&wj&zsfgj&t&uwthjxx%  
n3//

--

*Jeffrey M. Pifer, P.E.*

**DIRECTOR**

WV DIVISION OF HIGHWAYS | EQUIPMENT DIVISION  
83 BRUSHY FORK CROSSING, BUCKHANNON, WV 26201  
PHONE: OFFICE (304)473-5356 | CELL (304)677-9839  
EMAIL: [JEFF.M.PIFER@WV.GOV](mailto:JEFF.M.PIFER@WV.GOV)

*"You get the best out of others when you give the best of yourself."  
-Harvey S. Firestone*

--

**Frank Whittaker, CPPB, NIGP-CPP**  
Assistant Director  
West Virginia Purchasing Division  
2019 Washington Street, East  
Charleston, WV 25305  
(304) 558-2316  
[frank.m.whittaker@wv.gov](mailto:frank.m.whittaker@wv.gov)