



Emergency Purchase Request Form for Central Purchases (WV-45)

APPROVED
J. H. Whitfield
7/23/26

Statutory Authority: Pursuant to West Virginia Code §5A-3-15 and 148 C.S.R. 1-7.6, the director may authorize, in writing, a state spending unit to purchase in the open market, without filing requisition or estimate, specific commodities for immediate delivery to meet bona fide emergencies arising from unforeseen causes.

Follow-up Award Requirements: Effective July 1, 2024, agencies are delegated the authority, upon written approval, to process all emergency purchases as agency contracts. Agencies must submit all contract documents to Purchasing.Division@wv.gov no later than 30 days of issuance.

Agency Information:

Agency/Department: West Virginia Conservation Agency
Procurement Officer: Jean Faust
Date of Request: 7/22/26

Description of the emergency circumstance(s) that led to this emergency purchase request:

(What is the emergency situation? Provide detailed information.)

West Virginia State of Emergency Declaration, July 21, 2026, for all 55 counties following severe storms, flash flooding, mudslides, landslides that damaged homes, business, roads, bridges and other infrastructure.

On July 21, 2026, severe storms dumped more than 7 inches of rain, damaging winds and catastrophic flooding. See page 2

Proposed remedy:

(What is the item or service that needs to be purchased to remedy the emergency situation in the short term?)

Requesting contracts for each of the 55 counties to remove debris impacting the streams and stream banks. Contract involve providing labor and equipment to remove flood debris from impacted areas.

Estimated cost:

(How much will the items or service cost to rectify the situation? Include total cost.)

\$1,000,000.00

Proposed duration/quantity:

(If a service is needed, how long will you need it until you can properly bid out a long-term solution? If an item is needed, how many does your agency need?)

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