

From: **Sheets (Purchasing), Mike** <william.m.sheets@wv.gov>

Date: Fri, Jun 2, 2023 at 1:18 PM

Subject: Re: Emergency Purchase Order Request - Relocation of High Pressure Condensate Tank

To: Kilpatrick, Robert P <robert.p.kilpatrick@wv.gov>

Cc: Frank M Whittaker <frank.m.whittaker@wv.gov>, James R Jones <james.r.jones@wv.gov>, Patrick S O'Neill <patrick.s.oneill@wv.gov>, Kari J Dean <kari.j.dean@wv.gov>, Jeffrey L Gillenwater <jeffrey.l.gillenwater@wv.gov>, John K McHugh <john.k.mchugh@wv.gov>, Scot R Casdorff <scot.r.casdorff@wv.gov>, Melissa K Pettrey <melissa.k.pettrey@wv.gov>, Totten, Mark L <mark.l.totten@wv.gov>

Bob,

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

Regards,
Mike

W. Michael Sheets
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On Fri, Jun 2, 2023 at 12:27 PM Kilpatrick, Robert P <robert.p.kilpatrick@wv.gov> wrote:
Mike:

We are requesting approval to utilize Emergency Purchasing Procedures in order to relocate the high pressure condensate expansion tank currently located in the basement of Building Four. This expansion tank performs a vital function in the distribution of steam for heating the Main Capitol and Building 3. As originally planned, this tank's function - to reduce pressure on high pressure condensate so that it can safely be returned to the Steam Plant in Building 5 - would have been made obsolete by this point, allowing our Building Four contractor to safely demolish and remove it, to stay on pace with completing the HVAC renovation portion of the building's overall rehabilitation. The first intent was to have this accomplished by separate bid under the Steam Distribution Project, but this project was cancelled when it was determined that it would be more cost efficient to proceed with utilizing hot water heating in lieu of steam

heating campus-wide. When this outcome was determined, our Agency's second intent was to accomplish relocating the expansion tank during this year's cooling season (as the work cannot be undertaken once the steam distribution system is activated again in October), but that procurement attempt failed when our sole received bid exceeded our maximum budgeted (and what we considered to be a reasonable) amount. We made a final attempt to rectify the situation by requesting a change order to our existing contract for Building Four, but that was rejected as out-of-scope for that project. These efforts do not reflect any neglect, poor planning, or lack of organization on the part of our spending unit, but rather multiple efforts with unanticipated outcomes which were difficult to predict.

Our current situation is this: the function of this expansion tank must be relocated to an area outside the scope of work for our Building Four contractor, in order for that project to proceed on schedule and affected agencies (i.e. future tenants) to not be delayed in their plans to inhabit Building Four. The work must be accomplished before the steam distribution system is activated in October. Our Building Four contractor cannot perform their designated scope of work while high pressure condensate is being distributed to the building. Removing the tank disables the function required for the safe and proper operation of the steam distribution system. Moreover, no contractor can perform the necessary work in the proximal manhole to cap lines to Building Four and reroute lines to an alternate location once they are under pressure. The work will involve the purchase of specialized piping, which carries significant purchase lead time issues. So, acting immediately is now required in order to complete the work on-time. Failure to complete the work before mid-October would mean that we would either have to delay completion of the Building Four project for months (at least six for, for the heating season, but also subsequent time for any work to be completed), or allow that contractor to continue (with no change in scope or scheduling) to demolish the expansion tank and cap the lines, which will create extremely hazardous conditions in the steam distribution system. Bypassing the function of lowering the pressure on the high pressure condensate in the system would greatly elevate the possibility of pipe "hammering" in the system, the least impactful result of which could be a great inconvenience to the inhabitants of the East Wing of the Capitol (House of Delegates offices, occupied heavily during the Winter Legislative Session months, but also the offices and chambers of the Supreme Court), with the most impactful result being catastrophic piping failures, causing the abrupt inability to heat any areas of the Main Capitol and even potentially causing injury (were any employees to be near a high pressure line break). In addition, disabling the function of the expansion tank creates additional hardship on the distribution system's closed loop; not returning low pressure condensate to the Steam plant will "stall" the steam distribution, without further action and expense (both capital, in terms of the need for additional equipment, but also routine, in terms of having to provide significantly added utilities - water and natural gas heat - into the system) to manipulate it into proper function. This could lead to any further complications requiring emergent action and procurements.

I apologize for the lengthy explanation, but we have arrived at a point where no action to relocate this expansion tank prior to the upcoming heating system in October is going to

result in either hazardous circumstances, the kind which result in suddenly shutting down operations of the Main Capitol, or unnecessary expense on the State's part (affecting our Agency's contract for Building Four, plus all future tenants of Building Four when we have to delay the project's work for months). With your approval to proceed, we would solicit emergency bids from at least three mechanical contractors to quickly order the necessary piping and equipment for a scope of work which would include installing an expansion tank (the existing from Building Four, if possible) in Main Capitol building and perform all necessary piping, valving, piping terminations, excavation and backfilling necessary to provide for safe and reliable steam heating of the Capitol and Building Three, all performed prior to mid-October. We anticipate all of this work can be accomplished for no more than \$250,000, while we estimate it generally to cost approximately \$200,000.00.

Please let us know your decision as soon as possible. We remain ready to act quickly on the issue. And, please let me know if you need any additional information to support the request.

thanks
bobk

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