

From: **Sheets (Purchasing), Mike** <[william.m.sheets@wv.gov](mailto:william.m.sheets@wv.gov)>  
Date: Wed, Jul 20, 2022 at 2:05 PM  
Subject: Fwd: Need approval for an emergency purchase.  
To: Dale Malcomb <[dmalcomb@wvpublic.org](mailto:dmalcomb@wvpublic.org)>  
Cc: Whittaker, Frank M <[frank.m.whittaker@wv.gov](mailto:frank.m.whittaker@wv.gov)>, Toby L Welch <[toby.l.welch@wv.gov](mailto:toby.l.welch@wv.gov)>, <[tgarner@wvpublic.org](mailto:tgarner@wvpublic.org)>, Totten, Mark L <[mark.l.totten@wv.gov](mailto:mark.l.totten@wv.gov)>

Dale,

Your emergency request to repair the guy wires at the Bethany microwave tower is approved. Please follow emergency purchasing procedures as found in the Purchasing Handbook and follow up with documentation for award 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

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

From: **Dale Malcomb** <[dmalcomb@wvpublic.org](mailto:dmalcomb@wvpublic.org)>  
Date: Wed, Jul 20, 2022 at 1:59 PM  
Subject: Need approval for an emergency purchase.  
To: Sheets, Mike - Purch <[william.m.sheets@wv.gov](mailto:william.m.sheets@wv.gov)>  
Cc: Frank Whitaker <[frank.m.whittaker@wv.gov](mailto:frank.m.whittaker@wv.gov)>, Welch, Toby L <[toby.l.welch@wv.gov](mailto:toby.l.welch@wv.gov)>, Tyler Garner <[tgarner@wvpublic.org](mailto:tgarner@wvpublic.org)>

Mike:

We had a structural analysis of our Bethany microwave tower done and it indicates that we have some severe structural issues. Please see the attached request for an emergency purchase approval to remedy this situation.

Thank you.

Dale Malcomb  
Purchasing Coordinator  
Information Technology Manager  
Fleet Coordinator  
Phone: (304) 254-7858  
Cell: (304) 222-9252  
[dmalcomb@wvpublic.org](mailto:dmalcomb@wvpublic.org)

**West Virginia Public Broadcasting**  
**"Telling West Virginia's Story"**  
[www.wvpublic.org](http://www.wvpublic.org)

---

---

---

This email and any files transmitted with it are intended solely for the individuals or entities originally addressed, and may contain confidential and privileged information protected by law. If you are not the intended recipient, any dissemination, distribution, copying, or action taken in relation to the contents of this email is prohibited and may be unlawful. If you have received this email in error, please notify the sender immediately and permanently delete the original and any copy or printout.

Mike Sheets  
Purchasing Director  
West Virginia Purchasing Division  
Phone: (304) 558-0492  
Email: [William.M.Sheets@wv.gov](mailto:William.M.Sheets@wv.gov)

July 20<sup>th</sup>, 2022

Dale Malcomb  
Purchasing Coordinator  
Phone: (304) 254-7858  
Cell: (304) 222-9252  
Email: [DMalcomb@WVPublic.Org](mailto:DMalcomb@WVPublic.Org)

Re: Emergency purchase of guy wire replacement at our Bethany microwave tower.

Mr. Sheets:

We recently had an analysis done of our Bethany microwave tower which determined that the guy wires supporting the tower and the safety climbing structure are significantly degraded. This creates a dangerous situation that must be rectified immediately. Storms of any kind could cause the structure to fail resulting in possibly millions of dollars in reconstruction costs, injury to personnel, and liability to the State for any damages to other entities property.

We currently have one estimate of \$155,970.00 to affect repairs and will seek additional quotes. Such repairs are very fluid so additional costs are not unusual, but we will submit change orders if necessary.

We are requesting your approval for an emergency purchase to repair these guy wires. Please let me know if you have questions or need more information.

As always, thank you for your time and consideration. We greatly appreciate it.

Sincerely,



C. Dale Malcomb