



WEST VIRGINIA PURCHASING DIVISION

APPROVED
BY: JW DATE: 1/28/26

Emergency Purchase Request Form for Central Purchases
(Purchases Exceeding Agency's Delegated Spending Threshold)

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 have delegated 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.

Description of the emergency circumstance(s) that led to this emergency purchase request:
(What is the emergency situation? Provide detailed information.)

Emergency closure of a the Middle Fork Bridge located off Route 119 in Kanawha County. The existing bridge was closed due to safety concerns. The road in this area is blocked and traffic is being detoured. This closure poses a significant hazard to public safety as detour is resulting in significant delays for law enforcement, emergency personnel and DOT staff to access residents in the area.

Proposed remedy:

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

Issue an emergency one time purchase order for a two section portable bridge.

Estimated cost:

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

Approximately \$102,000.00

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?)

One time purchase with immediate delivery.



Whittaker, Frank M <frank.m.whittaker@wv.gov>

Emergency Purchase of Portable Bridge for Middle Fork Road Kanawha County

1 message

James, Kristy E <kristy.e.james@wv.gov>

Wed, Jan 28, 2026 at 2:23 PM

To: John W Estep <John.W.Estep@wv.gov>, Frank M Whittaker <frank.m.whittaker@wv.gov>, Samantha L Willis <samantha.l.willis@wv.gov>, Joseph E Hager III <joseph.e.hageriii@wv.gov>, Amber J Heath <amber.j.heath@wv.gov>, Robert W Stewart <robert.w.stewart@wv.gov>, Angie L Chaney <Angie.L.Chaney@wv.gov>

Everyone,

Attached is a request for an emergency procurement to purchase a portable two section bridge to replace the Middle Fork Road Bridge that was recently closed due to safety concerns. Currently traffic in the area is being detoured; however, the detour is resulting in significant delays in providing medical assistance in the area. This is a very time sensitive emergency request.

If approved, WV DOT crews will purchase the bridge structure and will be providing labor for the installation as soon as possible.

Please let me know if you have any questions or if you need additional information to consider this request. If you need to contact me, please call my cell at 304/543-1776.

Thank you

Kristy James
WV DOT
Procurement Officer
304/414-7104

Procurement Requests should be directed to: DOTProcurement@wv.gov Inventory related questions should be directed to DOTInventory@wv.gov

 **WV45_Middle Fork Bridge Temporary Bridge.pdf**
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