



Sample Letter to Procure VDOT Compressor

January 6, 2010

Mr. Richard L. Caywood
District Administrator
Virginia Department of Transportation
P O Box 3071
Salem, VA 24153

Dear Mr. Caywood:

I have been contacted by Pat Young, project manager of the Roanoke Mission of Mercy (*MOM*) project to be held at the Roanoke Civic Center March 26-27, 2010. As you are aware, these missions are held to provide dental care and medical screening to underserved uninsured adults in Southwest Virginia and several other areas in the Commonwealth. The urgency of this type of service was clearly demonstrated in 2007 and 2008 year when over 2000 uninsured adults stood in line for hours to receive dental services in Roanoke. Volunteer dentists expect to serve over 1,000 patients again at MOM 2010.

I understand that VDOT donated an air compressor and fuel to run the dental units at the Roanoke Mission of Mercy 2007 and 2008 and at similar projects. I would hope VDOT could do the same for next year's project in Roanoke. Ms. Young is requesting a VDOT commercial air compressor, set at 100 psi, with a 100 foot long $\frac{1}{2}$ inch hose and sufficient fuel to allow for continuous running 12 hours each of the two days of the event. The air compressor would be needed the afternoon of March 25 at 1PM and could be removed after 5:00 p.m. on Saturday, March 27, or could remain there until the following Monday morning. Arrangements can be made by contacting Bobby Baker at 540-776-4015.

Thank you for your kind attention to this request. I hope VDOT will be able to assist our communities in this very worthwhile mission.

Sincerely,

John S. Edwards

JSE:arb

cc: Pat Young