



Department of Administration  
Purchasing Division  
2019 Washington Street East  
Post Office Box 50130  
Charleston, WV 25305-0130

# State of West Virginia Master Agreement

Order Date: 01-28-2025

CORRECT ORDER NUMBER MUST  
APPEAR ON ALL PACKAGES, INVOICES,  
AND SHIPPING PAPERS. QUESTIONS  
CONCERNING THIS ORDER SHOULD BE  
DIRECTED TO THE DEPARTMENT  
CONTACT.

Order Number:	CMA 0506 2820 MIS2400000002 2	Procurement Folder:	1368793
Document Name:	Change order 1 - HOSPITAL INPATIENT DATA SYSTEM (HIDS)	Reason for Modification:	Change Order 1 To renew contract
Document Description:	HOSPITAL INPATIENT DATA SYSTEM (HIDS)		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2024-04-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2026-03-31

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000200474 WV HOSPITAL ASSOC 100 ASSOCIATION DR  CHARLESTON WV 25311-1571 US Vendor Contact Phone: 304-353-9724 Extension:  Discount Details: <table><thead><tr><th></th><th>Discount Allowed</th><th>Discount Percentage</th><th>Discount Days</th></tr></thead><tbody><tr><td>#1</td><td>No</td><td>0.0000</td><td>0</td></tr><tr><td>#2</td><td>No</td><td></td><td></td></tr><tr><td>#3</td><td>No</td><td></td><td></td></tr><tr><td>#4</td><td>No</td><td></td><td></td></tr></tbody></table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	No			#3	No			#4	No			Requestor Name: Kimberly A Beckett Requestor Phone: (304) 558-5906 Requestor Email: kimberly.a.beckett@wv.gov  <b>2025</b> FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
PROCUREMENT OFFICER HEALTH CARE AUTHORITY  100 DEE DR  CHARLESTON WV 25311-1692  US	HEALTH INFORMATION NETWORK CFO HEALTH CARE AUTHORITY / HEALTH INFORMATION NETWORK  100 DEE DR  CHARLESTON WV 25311-1692  US

CR 3-12-25

Purchasing Division's File Copy

Total Order Amount: Open End

PURCHASING DIVISION AUTHORIZATION  
DATE: Tara H 3/12/2025  
ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM  
DATE: 3/13/2025  
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION  
DATE: 3-13-25  
ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

Change Order

Change Order No. 1 is issued to renew the original contract according to all terms, conditions, prices and specifications contained in the original contract, including all authorized change orders.

Effective date of renewal: April 1, 2025, through March 31, 2026.

Amount of remaining renewal: 2

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	81111503			QTR	65497.000000
	Service From	Service To	Service Contract Amount		
			0.00		

**Commodity Line Description:** Base System- HUBDS**Extended Description:**

Base System- Hospital UB Data System (HUBDS)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	81111503			QTR	20500.000000
	Service From	Service To	Service Contract Amount		
				0.00	

**Commodity Line Description:** Additional Optional System Module**Extended Description:**

Additional Optional System Module (3.1.3.2.11)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	81111503			HOUR	2.000000
Service From		Service To		Service Contract Amount	
				0.00	

**Commodity Line Description:** Optional Services**Extended Description:**

Optional Services (3.1.8)

Hourly Rate for all optional services

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	81111503			QTR	67453.000000
	Service From	Service To		Service Contract Amount	
				0.00	

**Commodity Line Description:** Base System- HUBDS-Year 1 renewal**Extended Description:**

Base System- Hospital UB Data System (HUBDS)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	81111503			QTR	21320.000000
Service From		Service To		Service Contract Amount	
				0.00	

**Commodity Line Description:** Additional Optional System Module- Year 1 renewal**Extended Description:**

Additional Optional System Module (3.1.3.2.11)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
6	81111503			HOUR	2.000000
	Service From	Service To		Service Contract Amount	
				0.00	

**Commodity Line Description:** Optional Service- Year 1 renewal

**Extended Description:**

Optional Services (3.1.8)

Hourly Rate for all optional services



JANUARY 27, 2025

**TO:** KIMBERLY BECKETT, PROCUREMENT ASSOCIATE, OFFICE OF SHARED SERVICES, WEST VIRGINIA DEPARTMENTS OF HEALTH, HEALTH FACILITIES, AND HUMAN SERVICES

**FROM:** HALLIE MORGAN, VP QUALITY AND DATA SERVICES, WEST VIRGINIA HOSPITAL ASSOCIATION

**SUBJECT:** CONTRACT RENEWAL – CMA\_0506\_MIS24\*02\_1 – HOSPITAL INPATIENT DATA SYSTEM (HIDS)

This serves as documentation that the West Virginia Hospital Association (WVHA) would like to renew the CMA\_0506\_MIS24\*02\_1 Hospital Inpatient Data System (HIDS) contract for renewal year 1: 4/1/2025 – 3/31/2026.

The quarterly cost of the base system for renewal year 1 is \$67,453.00.

Please contact me at 304-353-9714 or [hmorgan@wvha.org](mailto:hmorgan@wvha.org) or Liz Tate at 304-353-9710 or [ltate@wvha.org](mailto:ltate@wvha.org) with additional questions or more information.

Printed Name: Hallie Morgan

Signature: Hallie Morgan

Date: 1/27/2025

Agreed

Heather White



STATE OF WEST VIRGINIA  
DEPARTMENT OF HEALTH  
HEALTH CARE AUTHORITY

Sherri A. Young, DO, MBA, FAAFP  
Cabinet Secretary

Justyn M. Cox  
Executive Director

STATE OF WEST VIRGINIA  
Health Care Authority

Department of Health  
Health Care Authority

## MEMORANDUM

TO: Office of Shared Administration

FROM: HEALTH CARE AUTHORITY

DATE: January 14, 2025

RE: Contract Renewal  
CMA MIS24\*02 Hospital Association Renewal

Please renew the above referenced contract on behalf of the WV Health Care Authority. The services provided within the contract are primarily for data collection and sharing with MIS for public dissemination, as required by our Code.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: Justyn Cox

HEALTH CARE AUTHORITY

ERIC L. HOUSEHOLDER  
CABINET SECRETARY

STATE OF WEST VIRGINIA  
DEPARTMENT OF ADMINISTRATION  
PURCHASING DIVISION

SAMANTHA WILLIS  
PURCHASING DIRECTOR

To: All State Agencies Under Purchasing Division  
From: Samantha Willis, Director & General Counsel  
WV Purchasing *SW*  
Date: January 23, 2025  
Re: \$100,000 Spending Requests

MEMORANDUM

Pursuant to Executive Order 4-25, signed into effect by Governor Morrisey on January 14th, 2025, all expenditures over \$100,000 must be reviewed by the Governor's Office in advance. Any solicitations, purchase orders, or other contracts currently in the possession of the Purchasing Division, which are estimated to cost over \$100,000 are being placed on hold for review. Our Division is providing documentation of those to the Governor's Office for review.

Any new requisitions valued over \$100,000 that are received by the Purchasing Division, must have a copy of this memorandum and accompanying signatures to process as usual. If there is no evidence of Governor's Office review or approval, your requisition will be returned to seek that approval.

Thank you all for your hard work, and please feel free to reach out with any questions on our end; if you have questions about the procedure for seeking the necessary approvals internally, I would recommend reaching out to your Cabinet Secretaries and/or your Department's Governor's Office liaison.

The Accompanying Request has been reviewed and approved by the following:

*MJL*  
Agency Head

*Heather White*

*01/28/2025*  
Date

*[Signature]*  
Cabinet Secretary/Department Head

*01/28/2025*  
Date

*Justin R. Cychar*  
Governor's Office Representative

*3/7/2025*  
Date



STATE OF WEST VIRGINIA  
DEPARTMENT OF ADMINISTRATION  
OFFICE OF TECHNOLOGY  
State Capitol  
Charleston, West Virginia 25305

Eric L. Householder  
Cabinet Secretary

Heather D. Abbott  
Chief Information Officer

**TO: Ron Courtney, Procurement Associate  
Department of Health**

**FROM: Heather D. Abbott, Chief Information Officer  
Office of Technology**

**SUBJECT: INFORMATION TECHNOLOGY PROCUREMENT  
HR006205 IS&C NUMBER: 2025-2497**

**DATE: March 11, 2025**

West Virginia Code §5A-6-4(a) permits the Chief Information Officer to review and approve technology purchases for suitability to ensure such purchases comport with the State of West Virginia's overall strategic information technology goals.

West Virginia Code §5A-6-4c requires the Chief Information Officer to review and approve "technology projects."

West Virginia Code §5A-6-5 requires that "any state spending unit that pursues an information technology purchase that does not meet the definition of a 'technology project' and that is required to submit a request for proposal to the State Purchasing Division prior to purchasing goods or services shall obtain the approval of the Chief Information Officer, in writing, of any proposed purchase of goods or services related to its information technology and telecommunication systems.

After conducting a review of your request for CMA MIS24\*02 Hospital Associate Renewal, the Office of Technology has determined:

X That your request is approved.

That your request is not subject to the review and approval provisions contained in Chapter 5A, Article 6 of the Code, therefore, it does not need approval by the Office of Technology.

This memorandum constitutes this office's official review and a copy should be attached to your purchase order and any other correspondence related to this request.

If you have questions, or need additional information, please contact Consulting Services at [Consulting.Services@wv.gov](mailto:Consulting.Services@wv.gov).





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e.g. 1606N020Q02

"west virginia hospital association" 

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WEST VIRGINIA HOSPITAL ASSOCIATION

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C   Corporation	10/30/1953		10/30/1953	Domestic	Non-Profit			

Organization Information			
Business Purpose	8139 - Other Services (except Public Administration) - Religious/Grantmaking/Prof/Like Organizations - Business, Professional, Labor, Political and Similar Organizations		Capital Stock 0.0000
Charter County	Kanawha		Control Number 0
Charter State	WV		Excess Acres 0
At Will Term	Member Managed		
At Will Term Years			Par Value 0.000000
Authorized Shares	0	Young Entrepreneur	Not Specified

Addresses	
Type	Address
Local Office Address	100 ASSOCIATION DRIVE CHARLESTON, WV, 25311
Mailing Address	100 ASSOCIATION DRIVE CHARLESTON, WV, 25311
Notice of Process Address	M. JAMES KAUFMAN 100 ASSOCIATION DRIVE CHARLESTON, WV, 25311
Principal Office Address	100 ASSOCIATION DRIVE CHARLESTON, WV, 25311 USA
Type	Address

Officers	
Type	Name/Address
President	M. JAMES KAUFMAN 100 ASSOCIATION DRIVE CHARLESTON, WV, 25311
Secretary	M. JAMES KAUFMAN 100 ASSOCIATION DRIVE CHARLESTON, WV, 25311
Type	Name/Address

Annual Reports	
Filed For	
2024	
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For more information, please contact the Secretary of State's Office at 304-558-8000.

Monday, March 10, 2025 — 12:48 PM

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# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>Crystal Husted</u> Date: <u>3/12/25</u> Solicitation No. <u>CMA MIS24*02</u>	Agency: Office of Management Information Services Procurement Officer Submitting Requisition: Stephanie Pettry Requisition No. CMA MIS2400000002 PF No.: 1368793
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This checklist **MUST** be completed by a state agency's designated procurement officer and submitted with the Purchase Requisition to the Purchasing Division. The purpose of the checklist is to verify that an agency procurement officer has obtained and included required documentation necessary for the Purchasing Division to process the requisition without future processing disruptions. At the agency's preference, the agency **MUST** either submit the checklist by attaching it to the requisition's Header **OR** by placing it in the requisition's Procurement Folder.

## FOR ALL SOLICITATION TYPES:

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
1	Specifications and Pricing Page included	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Use of most current terms and conditions ( <a href="http://www.state.wv.us/admin/purchase/TCP.pdf">www.state.wv.us/admin/purchase/TCP.pdf</a> )	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
<b>10</b>	Insurance requirements				
	Commercial General Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Workers' Compensation/Employer's Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Cyber Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Builder's Risk/Installation Floater	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Professional Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>11</b>	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>12</b>	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

#### FOR CHANGE ORDERS/RENEWALS:

<b>1</b>	Two-party agreement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>2</b>	Standard change order language	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>3</b>	Office of Technology CIO approval	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>4</b>	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>5</b>	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>6</b>	Secretary of State Verification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>7</b>	State debarment verification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>8</b>	Federal debarment verification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

*\*The items pre-checked are required before a Purchase Requisition may be submitted to the Purchasing Division. Failure to complete and verify this documentation may result in rejection of the requisition back to the agency. It is up to the agency procurement officer to determine if pre-approvals, insurance, or other documentation is needed for the purchase. The referenced information below may be used to make this determination.*

*For Purchasing Division Use Only:*

I have reviewed the requisition identified above and find that it is sufficient to advertise publicly to the vendor community. My review does not preclude the possibility that the vendor community, or some other entity, will identify an area of concern; however, should such issues or concerns arise, they will be reviewed and addressed as may be appropriate.

Signature: \_\_\_\_\_

*Christal Hustead*