



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: 02-20-2025

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 0511 2688 BMS2200000001 5	Procurement Folder:	797901
Document Name:	MEDICAID MANAGED CARE RATE SETTING/PROGRAM ADMIN	Reason for Modification:	Change Order 3 To Renew Contract
Document Description:	MEDICAID MANAGED CARE RATE SETTING/PROGRAM ADMIN		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2022-02-15
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2026-02-14

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000191225 MYERS & STAUFFER LC 1349 Peachtree ST NE Atlanta GA 30309 US Vendor Contact Phone: 800-374-6858 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: Amy D Null Requestor Phone: 304-352-4312 Requestor Email: amy.d.null@wv.gov 2025 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: 304-352-4286 HEALTH AND HUMAN RESOURCES BUREAU FOR MEDICAL SERVICES 350 CAPITOL ST, RM 251 CHARLESTON WV 25301-3709 US	PROCUREMENT OFFICER: 304-352-4286 HEALTH AND HUMAN RESOURCES BUREAU FOR MEDICAL SERVICES 350 CAPITOL ST, RM 251 CHARLESTON WV 25301-3709 US

CR 3-11-25

Total Order Amount:

Open End

Purchasing Division's File Copy

CH 3/10/25

PURCHASING DIVISION AUTHORIZATION
DATE: *Tanya H 3/11/2025*
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. 3 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: 02/15/2025 through 02/14/2026

Renewal Years Remaining: zero (0)

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	93151507				0.000000
Service From		Service To		Service Contract Amount	
2022-02-15		2023-02-14		0.00	

Commodity Line Description: Technical Support Staff (non-actuary) \$200.00 per hour

Extended Description:

Technical Support Staff (non-actuary)

\$200.00 Per Hour

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	93151507				0.000000
Service From		Service To		Service Contract Amount	
2022-02-15		2023-02-14		2969953.00	

Commodity Line Description: Managed Care Program Oversight Services \$2,969,953.00/year

Extended Description:

Managed Care Program Oversight Services Annual Cost

\$2,969,953.00 All-Inclusive Fixed Annual Amount (Inclusive of 12 Months)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
6	93151507				0.000000
Service From		Service To		Service Contract Amount	
2022-02-15		2023-02-14		0.00	

Commodity Line Description: Managed Care Oversight Ad Hoc Services \$175.00 per hour

Extended Description:

Managed Care Oversight Ad Hoc Services

\$175.00 per hour

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
7	93151507				0.000000
Service From		Service To		Service Contract Amount	
2023-02-15		2024-02-14		0.00	

Commodity Line Description: CO 1-Technical Support Staff (non-actuary) \$200.00 per hour

Extended Description:

Change Order 1, Optional Renewal 1, Technical Support Staff (non-actuary)

\$200.00 Per Hour

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
8	93151507				0.000000
	Service From	Service To	Service Contract Amount		
	2023-02-15	2024-02-14	2969953.00		

Commodity Line Description: CO 1-Managed Care Program Oversight Svc \$2,969,953.00/yr

Extended Description:

Change Order 1, Optional Renewal Year 1-Managed Care Program Oversight Services Annual Cost

\$2,969,953.00 All-Inclusive Fixed Annual Amount (Inclusive of 12 Months)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
9	93151507				0.000000
	Service From	Service To	Service Contract Amount		
	2023-02-15	2024-02-14	0.00		

Commodity Line Description: CO 1-Managed Care Oversight Ad Hoc Services \$175.00 per hour

Extended Description:

Change Order 1, Optional Renewal 1, Managed Care Oversight Ad Hoc Services

\$175.00 per hour

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
10	93151507				0.000000
	Service From	Service To	Service Contract Amount		
	2024-02-15	2025-02-14	0.00		

Commodity Line Description: CO 2-Technical Support Staff (non-actuary) \$200.00 per hour

Extended Description:

Change Order 2, Optional Renewal 2, Technical Support Staff (non-actuary)

\$200.00 Per Hour

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
11	93151507				0.000000
	Service From	Service To	Service Contract Amount		
	2024-02-15	2025-02-14	2969953.00		

Commodity Line Description: CO 2-Managed Care Program Oversight Svc \$2,969,953.00/yr

Extended Description:

Change Order 2, Optional Renewal Year 2-Managed Care Program Oversight Services Annual Cost

\$2,969,953.00 All-Inclusive Fixed Annual Amount (Inclusive of 12 Months)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
12	93151507				0.000000
	Service From	Service To	Service Contract Amount		
	2024-02-15	2025-02-14	0.00		

Commodity Line Description: CO 2-Managed Care Oversight Ad Hoc Services \$175.00 per hour

Extended Description:

Change Order 2, Optional Renewal 2, Managed Care Oversight Ad Hoc Services

\$175.00 per hour

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
13	93151507				0.000000
Service From		Service To		Service Contract Amount	
2025-02-15		2026-02-14		0.00	

Commodity Line Description: CO 3-Technical Support Staff (non-actuary) \$200.00 per hour

Extended Description:

Change Order 3, Optional Renewal 2, Technical Support Staff (non-actuary)

\$200.00 Per Hour

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
14	93151507				0.000000
Service From		Service To		Service Contract Amount	
2025-02-15		2026-02-14		2969953.00	

Commodity Line Description: CO 3-Managed Care Program Oversight Svc \$2,969,953.00/yr

Extended Description:

Change Order 3, Optional Renewal Year 2-Managed Care Program Oversight Services Annual Cost

\$2,969,953.00 All-Inclusive Fixed Annual Amount (Inclusive of 12 Months)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
15	93151507				0.000000
Service From		Service To		Service Contract Amount	
2025-02-15		2026-02-14		0.00	

Commodity Line Description: CO 3-Managed Care Oversight Ad Hoc Services \$175.00 per hour

Extended Description:

Change Order 3, Optional Renewal 2, Managed Care Oversight Ad Hoc Services

\$175.00 per hour



November 11, 2024

VIA EMAIL

Mr. Jimmy Dowden
Director, Procurement Services
West Virginia Department of Health & Human Resources
Bureau for Medical Services
350 Capitol Street
Charleston, WV 25301

Subject: Renewal of Master Agreement

Reference: Master Agreement CMA 0511 2688 BMS2200000001 1

Dear Mr. Dowden:

For CMA 0511 2688 BMS2200000001 1, Myers and Stauffer, LC agrees to renew the contract according to all terms, conditions, prices, and specifications contained in the original contract, including all authorized change orders. The renewal is for effective dates of February 15, 2025 through February 14, 2026. Zero (0) renewals remain under the contract.

Myers and Stauffer looks forward to continuing to provide services under Master Agreement CMA 0511 2688 BMS2200000001 1. If you require additional information, please contact me at JDubberly@mslc.com or 404.290.8370.

Sincerely,

Jerry Dubberly, PharmD, MBA
Principal

Agree to renew.



STATE OF WEST VIRGINIA
DEPARTMENT OF HUMAN SERVICES
BUREAU FOR MEDICAL SERVICES

Cynthia Beane
Commissioner

DATE: March 11, 2025

TO: Crystal Hustead
Senior Buyer
State of West Virginia Purchasing Division

FROM: Althea Greenhowe *Althea Greenhowe*
Procurement Specialist, Senior
Office of Shared Administration

RE: PF797901, CMA BMS22*01 -Change Order 3
Dept 0511

The West Virginia Bureau for Medical Services (BMS) respectfully sends this memo as a backdate justification for the above-referenced change order. The additional levels of approval needed prior to submitting the document in Oasis has caused this request to come in after the expiration date.

Please feel free to contact me if additional documentation or details are needed. I can be reached at 304-352-3924 or althea.m.greenhowe@wv.gov. Thank you for your time and consideration in this matter.



*backdate
appt
disputed
PW*

FRIC HOUSEHOLDER
CABINET SECRETARY

STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION

SAMANTHA WILLIS
PURCHASING DIRECTOR

PURCHASING DIVISION

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 Morrissey 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:

[Signature]
Agency Head

2/4/25
Date

[Signature]
Cabinet Secretary/Department Head

2/20/25
Date

Governor's Office Representative

Date



Greenhowe, Althea M <althea.m.greenhowe@wv.gov>

Re: Approval Request - CMA 0511 BMS23*6

1 message

Capehart, Curtis RA <curtis.r.a.capehart@wv.gov>
To: "Greenhowe, Althea M" <althea.m.greenhowe@wv.gov>

Sat, Mar 8, 2025 at 1:05 PM

Althea,

Please circle back with Secretary Mayer on this and other contract approval requests for the foreseeable future. There is a temporary pause in the need to secure my approval.

Best regards,

Curtis R. A. Capehart

Director of Policy - Office of Governor

Office: 304-558-2000 |

curtis.r.a.capehart@wv.gov | Governor.wv.gov

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On Fri, Mar 7, 2025 at 10:27 AM Greenhowe, Althea M <althea.m.greenhowe@wv.gov> wrote:

Good morning,

This is one of 3 I left a voicemail about.

Thanks!

Althea

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

From: **Greenhowe, Althea M** <althea.m.greenhowe@wv.gov>

Date: Tue, Feb 25, 2025 at 3:14 PM

Subject: Approval Request - CMA 0511 BMS23*6

To: Curtis RA Capehart <curtis.r.a.capehart@wv.gov>

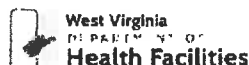
Good afternoon,

Attached is an approval request for the renewal of CMA BMS23*6. Please let me know if you need additional information.

Thanks,

Althea

--

**Althea Greenhowe**

Procurement Specialist, Senior

Office of Shared Administration

West Virginia Departments of Health, Health Facilities, and Human Services

3/10/25, 8:07 AM

State of West Virginia Mail - Re: Approval Request - CMA 0511 BMS23*6

One Davis Square, Ste 100W
Charleston, WV 25301
P: 304-352-3924 | dhhr.wv.gov

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Althea Greenhowe

Procurement Specialist, Senior
Office of Shared Administration
West Virginia Departments of Health, Health Facilities, and Human Services

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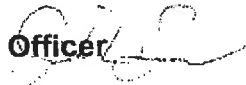
STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
OFFICE OF TECHNOLOGY
State Capitol
Charleston, West Virginia 25305

Allan L. McVey
Cabinet Secretary

Joshua D. Spence
Chief Information Officer

MEMORANDUM

TO: Alicia Sodder, Administrative Services Manager 1
Department of Health and Human Resources

FROM: Joshua D. Spence, Chief Information Officer
Office of Technology 

SUBJECT: INFORMATION TECHNOLOGY PROCUREMENT
HR0001914; CRFQ BMS21*02; IS&C NUMBER: 2021-8121

DATE: August 30, 2021

West Virginia Code §5A-6-4(a)(3) permits the Chief Technology Officer to "evaluate the economic justification, system design and suitability of information equipment and related services, and review and make recommendations on the purchase, lease or acquisition of information equipment and contracts for related services by the state spending units."

West Virginia Code §5A-6-4c requires that the Chief Technology Officer review and approve "a major information technology project."

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 'major 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 Technology 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 approval for the contract award for Medicaid Managed Care Rate Setting Oversight and Actuarial Services, approval covers initial year and 3 renewal years. Previous approved request was 2021-7053, 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.

x

Classification



Excluded Individual



Excluded Entity



Federal Organizations



Exclusion Type

☒ Ineligible (Proceedings Pending)☒ Ineligible (Proceedings Complete)☒ Prohibition/Restriction☒ Voluntary Exclusion

Exclusion Program



Location



Dates



Reset



No matches found

We couldn't find a match for your search criteria.

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Business and Licensing

Online Data Services Help

Business Organization Detail

NOTICE: The West Virginia Secretary of State's Office makes every reasonable effort to ensure the accuracy of information. However, we make no representation or warranty as to the correctness or completeness of the information. If information is missing from this page, it is not in the The West Virginia Secretary of State's database.

MYERS AND STAUFFER LC

see Attached

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC Limited Liability Company	6/25/2001		6/25/2001	Foreign	Profit		6/25/2050	

Organization Information			
Business Purpose	5412 - Professional, Scientific and Technical Services - Professional, Scientific and Technical Services - Accounting/Tax Prep/Bookkeeping/Payroll Services (CPAs)		
Charter County		Control Number	41216
Charter State	KS	Excess Acres	
At Will Term	T	Member Managed	MBR
At Will Term Years	49	Par Value	
Authorized Shares		Young Entrepreneur	Not Specified

Addresses	
Type	Address
Designated Office Address	209 WEST WASHINGTON ST CHARLESTON, WV, 25302

Mailing Address	700 W 47TH ST STE 1100 KANSAS CITY, MO, 64112 USA
Notice of Process Address	Corporation Service Company 808 Greenbrier Street Charleston, WV, 25311
Principal Office Address	700 W 47TH ST STE 1100 KANSAS CITY, MO, 64112 USA
Type	Address

Officers	
Type	Name/Address
Member	CHARLES SMITH 100 EASTSHORE DRIVE STE 200 GLEN ALLEN, VA, 23059
Organizer	KEVIN C. LONDEEN 4123 SW GAGE CENTER DRIVE, SUITE 200 TOPEKA, KS, 66604 USA
Type	Name/Address

Annual Reports	
Filed For	
2024	
2023	
2022	
2021	
2020	
2019	
2018	
2017	
2016	
2015	
2014	
2013	
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2006	

2005
2004
2003
2002
Date filed

[File Your Current Year Annual Report Online Here](#)

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

Wednesday, February 19, 2025 — 4:14 PM

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Vendor/Customer

Address

Address Type	Street 1	City	State/Province	Zip/Postal Code	Principal Contact
✓ Payment	1131 SW Winding Rd Ste C	Topeka	KS	66616	Jennifer Isleib
Payment	700 W 47th Street Suite 1100	Kansas City	MO	64112	Jennifer Isleib
Billing	100 EASTSHORE DRIVE STE 200	GLEN ALLEN	VA	23059	Marketing Coordinator
Payment	62954 COLLECTION CENTER DRIVE	CHICAGO	IL	60693-0629	Marketing Coordinator
Ordering	1349 Peachtree ST NE	Atlanta	GA	30309	
Payment	1349 PEACHTREE ST NE	ATLANTA	GA	30309	TERRI BRANNING
Payment	10200 GRAND CENTRAL AVENUE	OWINGS MILLS	MD	21117	Jennifer Isleib
Other	1131 SW Winding Rd Ste C	Topeka	KS	66616	
Ordering	10200 GRAND CENTRAL AVENUE	OWINGS MILLS	MD	21117	
Payment	PO BOX 505215	ST LOUIS	MO	63150-5215	Marketing Coordinator

First Prev Next Last

Save Undo Delete Insert Copy Paste

Vendor/Customer : 000000191225

MYERS & STAUFFER LC

Address Type : Payment

Division/Department :

Additional Address Info. :

Prevent New Spending :

Default Currency : USD - US Dollar

Active From : 05/21/2015

Active To :

Default Record :

Mail Returned :

Active Address : Yes

Address Information

Address ID : AD000006

Street 1 : 1131 SW Winding Rd Ste C

Street 2 :

City : Topeka

State/Province : KS

Zip/Postal Code : 66616

DUNS :

Extended DUNS :

Unique Entity Identifier :

CAGE Code :

Country Phone Code : 1

Phone : 000-000-0000

Phone Extension :

County :

County Name :

Country : US

► Prenote/EFT

► Remittance Advice

► Contact Information

► Contact Address Information

► Geographic Designation

► Change Management

Top

Modify Existing Record Add New Address

Master Address

Master Contacts

Languages

Vendor Transaction History

COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>Crystal Husted</u> Date: <u>3/10/25</u> Solicitation No. <u>CMA BMS22*01</u>	Agency: DoHS-BMS <hr/> Procurement Officer Submitting Requisition: Althea M. Greenhowe <hr/> Requisition No. CMA BMS22*01 <hr/> PF No.: 797901
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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 (www.state.wv.us/admin/purchase/TCP.pdf)	<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
10	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"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FOR CHANGE ORDERS/RENEWALS:

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

Christopher Husted