





Proposal to Provide

Fiscal Employer Agency Support to Self-Direction Members

West Virginia
Department of Administration, Purcha
2019 Washington Street East
Charleston, WV 25305-0130

06/07/23 10:15:55 ## Purchasing Division

Solicitation No: CRFP BMS2300000003

COST PROPOSAL - Supersedes Previous Submission

June 8, 2023

Vendor Name: Consumer Direct Care Network West Virginia, LLC

Buyer: Crystal Hustead

Solicitation No: CRFP BMS2300000003

Bid Opening Date: June 8, 2023

Bid Opening Time: 1:30 PM ET

Fax Number: 304-558-3970

Attachment A: Cost Sheet

Base Contract Year 1 (Mandatory			
Services)	Estimate	Price	Total
Start-up Cost (3 Months)	Estimate		Total
Fiscal Agent Support (9 Months)	4900	\$90.00	\$3,969,000.00
		700.00	φ3,203,800.00
Fiscal Agency Support for ADW			
Community Transition Services (9			
Months)	25	\$215.00	\$48,375.00
Fiscal Management Services for			
Processing TBIW Community Transition			
Services (9 Months)	5	\$ 215.00	\$9,675.00
*Ad Hoc Reporting (All-Inclusive Hourly			
Rate X 10 Hours) (9 Months)	10	\$ 200.00	\$2,000.00
*Additional Services (All-Inclusive Hourly			
Rate X 20 Hours) (9 Months)	20	\$ 200.00	\$4,000.00
Total Base Year 1 Mandatory Services			\$4,033,050.00
Base Contract Year 1 (Optional Services)	Estimate	Price	Total
Resource Consulting (Waivers/TMH) (9			
Months)	4900	\$ 125.00	\$5,512,500.00
Personal Care Fiscal Agent Support (9			
Months)	700	\$ 90.00	\$567,000.00
Personal Care Resource Consulting (9			
Months)	700	\$ 125.00	\$787,500.00
E	1		
Total Base Year 1 Optional Services			\$6,867,000.00
Total Dans Vass 1 8 feet data was and			
Total Base Year 1 Mandatory and			4.4
Optional Services			\$10,900,050.00
Base Contract Optional Renewal Year 1			
Base Contract Optional Renewal Year 1 (Mandatory Services)	Estimate	Price	Total
(Mandatory Services)	Estimate 4900	Price \$90.00	Total \$5,292,000,00
	Estimate 4900	Price \$90.00	Total \$5,292,000.00
(Mandatory Services) Fiscal Agent Support Fiscal Agency Support for ADW	4900	\$90.00	\$5,292,000.00
(Mandatory Services) Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services			
(Mandatory Services) Fiscal Agent Support Fiscal Agency Support for ADW	4900	\$90.00	\$5,292,000.00
(Mandatory Services) Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for	4900	\$90.00 \$215.00	\$5,292,000.00 \$64,500.00
(Mandatory Services) Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for Processing TBIW Community Transition	4900 25	\$90.00 \$215.00	\$5,292,000.00
(Mandatory Services) Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for Processing TBIW Community Transition Services	4900 25	\$90.00 \$215.00 \$ 215.00	\$5,292,000.00 \$64,500.00 \$12,900.00
(Mandatory Services) Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for Processing TBIW Community Transition Services *Add Hoc Reporting (All-Inclusive Hourly	4900 25 5	\$90.00 \$215.00 \$ 215.00	\$5,292,000.00 \$64,500.00
(Mandatory Services) Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for Processing TBIW Community Transition Services *Add Hoc Reporting (All-Inclusive Hourly Rate X 10 Hours)	4900 25 5	\$90.00 \$215.00 \$ 215.00 \$ 200.00	\$5,292,000.00 \$64,500.00 \$12,900.00 \$2,000.00
(Mandatory Services) Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for Processing TBIW Community Transition Services *Add Hoc Reporting (All-Inclusive Hourly Rate X 10 Hours) *Additional Services (All-Inclusive Hourly	4900 25 5	\$90.00 \$215.00 \$ 215.00 \$ 200.00	\$5,292,000.00 \$64,500.00 \$12,900.00
(Mandatory Services) Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for Processing TBIW Community Transition Services *Add Hoc Reporting (All-Inclusive Hourly Rate X 10 Hours) *Additional Services (All-Inclusive Hourly	4900 25 5	\$90.00 \$215.00 \$ 215.00 \$ 200.00	\$5,292,000.00 \$64,500.00 \$12,900.00 \$2,000.00
(Mandatory Services) Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for Processing TBIW Community Transition Services *Add Hoc Reporting (All-Inclusive Hourly Rate X 10 Hours) *Additional Services (All-Inclusive Hourly Rate X 20 Hours)	4900 25 5	\$90.00 \$215.00 \$ 215.00 \$ 200.00	\$5,292,000.00 \$64,500.00 \$12,900.00 \$2,000.00
(Mandatory Services) Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for Processing TBIW Community Transition Services *Add Hoc Reporting (All-Inclusive Hourly Rate X 10 Hours) *Additional Services (All-Inclusive Hourly Rate X 20 Hours) Total Optional Renewal Year 1 Mandatory Services	4900 25 5	\$90.00 \$215.00 \$ 215.00 \$ 200.00	\$5,292,000.00 \$64,500.00 \$12,900.00 \$2,000.00 \$4,000.00
(Mandatory Services) Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for Processing TBIW Community Transition Services *Add Hoc Reporting (All-Inclusive Hourly Rate X 10 Hours) *Additional Services (All-Inclusive Hourly Rate X 20 Hours) Total Optional Renewal Year 1 Mandatory Services Base Contract Optional Renewal Year 1	5 10 20	\$90.00 \$215.00 \$ 215.00 \$ 200.00	\$5,292,000.00 \$64,500.00 \$12,900.00 \$2,000.00 \$4,000.00
(Mandatory Services) Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for Processing TBIW Community Transition Services *Add Hoc Reporting (All-Inclusive Hourly Rate X 10 Hours) *Additional Services (All-Inclusive Hourly Rate X 20 Hours) Total Optional Renewal Year 1 Mandatory Services Base Contract Optional Renewal Year 1 (Optional Services)	4900 25 5 10 20	\$90.00 \$215.00 \$ 200.00 \$ 200.00	\$5,292,000.00 \$64,500.00 \$12,900.00 \$2,000.00 \$4,000.00
(Mandatory Services) Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for Processing TBIW Community Transition Services *Add Hoc Reporting (All-Inclusive Hourly Rate X 10 Hours) *Additional Services (All-Inclusive Hourly Rate X 20 Hours) Total Optional Renewal Year 1 Mandatory Services Base Contract Optional Renewal Year 1 (Optional Services) Resource Consulting (Waivers/TMH)	4900 25 5 10 20	\$90.00 \$215.00 \$ 200.00 \$ 200.00 Price \$ 125.00	\$5,292,000.00 \$64,500.00 \$12,900.00 \$2,000.00 \$4,000.00 \$5,375,400.00
(Mandatory Services) Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for Processing TBIW Community Transition Services *Add Hoc Reporting (All-Inclusive Hourly Rate X 10 Hours) *Additional Services (All-Inclusive Hourly Rate X 20 Hours) Total Optional Renewal Year 1 Mandatory Services Base Contract Optional Renewal Year 1 (Optional Services) Resource Consulting (Waivers/TMH) Personal Care Fiscal Agent Support	4900 25 5 10 20 Estimate 4900 700	\$90.00 \$215.00 \$ 200.00 \$ 200.00 Price \$ 125.00 \$ 90.00	\$5,292,000.00 \$64,500.00 \$12,900.00 \$2,000.00 \$4,000.00 \$5,375,400.00 \$7,350,000.00 \$756,000.00
(Mandatory Services) Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for Processing TBIW Community Transition Services *Add Hoc Reporting (All-Inclusive Hourly Rate X 10 Hours) *Additional Services (All-Inclusive Hourly Rate X 20 Hours) Total Optional Renewal Year 1 Mandatory Services Base Contract Optional Renewal Year 1 (Optional Services) Resource Consulting (Waivers/TMH)	4900 25 5 10 20	\$90.00 \$215.00 \$ 200.00 \$ 200.00 Price \$ 125.00 \$ 90.00	\$5,292,000.00 \$64,500.00 \$12,900.00 \$2,000.00 \$4,000.00 \$5,375,400.00
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(Mandatory Services) Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for Processing TBIW Community Transition Services *Add Hoc Reporting (All-Inclusive Hourly Rate X 10 Hours) *Additional Services (All-Inclusive Hourly Rate X 20 Hours) Total Optional Renewal Year 1 Mandatory Services Base Contract Optional Renewal Year 1 (Optional Services) Resource Consulting (Waivers/TMH) Personal Care Fiscal Agent Support Personal Care Resource Consulting	4900 25 5 10 20 Estimate 4900 700	\$90.00 \$215.00 \$ 200.00 \$ 200.00 Price \$ 125.00 \$ 90.00	\$5,292,000.00 \$64,500.00 \$12,900.00 \$2,000.00 \$4,000.00 \$5,375,400.00 \$7,350,000.00 \$756,000.00 \$1,050,000.00
(Mandatory Services) Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for Processing TBIW Community Transition Services *Add Hoc Reporting (All-Inclusive Hourly Rate X 10 Hours) *Additional Services (All-Inclusive Hourly Rate X 20 Hours) Total Optional Renewal Year 1 Mandatory Services Base Contract Optional Renewal Year 1 (Optional Services) Resource Consulting (Waivers/TMH) Personal Care Fiscal Agent Support Personal Care Resource Consulting	4900 25 5 10 20 Estimate 4900 700	\$90.00 \$215.00 \$ 200.00 \$ 200.00 Price \$ 125.00 \$ 90.00	\$5,292,000.00 \$64,500.00 \$12,900.00 \$2,000.00 \$4,000.00 \$5,375,400.00 Total \$7,350,000.00 \$756,000.00
(Mandatory Services) Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for Processing TBIW Community Transition Services *Add Hoc Reporting (All-Inclusive Hourly Rate X 10 Hours) *Additional Services (All-Inclusive Hourly Rate X 20 Hours) Total Optional Renewal Year 1 Mandatory Services Base Contract Optional Renewal Year 1 (Optional Services) Resource Consulting (Waivers/TMH) Personal Care Fiscal Agent Support Personal Care Resource Consulting Total Optional Renewal Year 1 Optional Services	4900 25 5 10 20 Estimate 4900 700	\$90.00 \$215.00 \$ 200.00 \$ 200.00 Price \$ 125.00 \$ 90.00	\$5,292,000.00 \$64,500.00 \$12,900.00 \$2,000.00 \$4,000.00 \$5,375,400.00 \$7,350,000.00 \$756,000.00 \$1,050,000.00
(Mandatory Services) Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for Processing TBIW Community Transition Services *Add Hoc Reporting (All-Inclusive Hourly Rate X 10 Hours) *Additional Services (All-Inclusive Hourly Rate X 20 Hours) Total Optional Renewal Year 1 Mandatory Services Base Contract Optional Renewal Year 1 (Optional Services) Resource Consulting (Waivers/TMH) Personal Care Fiscal Agent Support Personal Care Resource Consulting Total Optional Renewal Year 1 Optional Services Total Optional Renewal Year 1 Optional Services	4900 25 5 10 20 Estimate 4900 700	\$90.00 \$215.00 \$ 200.00 \$ 200.00 Price \$ 125.00 \$ 90.00	\$5,292,000.00 \$64,500.00 \$12,900.00 \$2,000.00 \$4,000.00 \$55,375,400.00 \$7,350,000.00 \$7,56,000.00 \$1,050,000.00 \$9,156,000.00
(Mandatory Services) Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for Processing TBIW Community Transition Services *Add Hoc Reporting (All-Inclusive Hourly Rate X 10 Hours) *Additional Services (All-Inclusive Hourly Rate X 20 Hours) Total Optional Renewal Year 1 Mandatory Services Base Contract Optional Renewal Year 1 (Optional Services) Resource Consulting (Waivers/TMH) Personal Care Fiscal Agent Support Personal Care Resource Consulting Total Optional Renewal Year 1 Optional Services	4900 25 5 10 20 Estimate 4900 700	\$90.00 \$215.00 \$ 200.00 \$ 200.00 Price \$ 125.00 \$ 90.00	\$5,292,000.00 \$64,500.00 \$12,900.00 \$2,000.00 \$4,000.00 \$5,375,400.00 \$7,350,000.00 \$756,000.00 \$1,050,000.00
(Mandatory Services) Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for Processing TBIW Community Transition Services *Add Hoc Reporting (All-Inclusive Hourly Rate X 10 Hours) *Additional Services (All-Inclusive Hourly Rate X 20 Hours) Total Optional Renewal Year 1 Mandatory Services Base Contract Optional Renewal Year 1 (Optional Services) Resource Consulting (Waivers/TMH) Personal Care Fiscal Agent Support Personal Care Resource Consulting Total Optional Renewal Year 1 Optional Services Total Optional Renewal Year 1 Optional Services Total Optional Renewal Year 1 Mandatory and Optional Services	4900 25 5 10 20 Estimate 4900 700	\$90.00 \$215.00 \$ 200.00 \$ 200.00 Price \$ 125.00 \$ 90.00	\$5,292,000.00 \$64,500.00 \$12,900.00 \$2,000.00 \$4,000.00 \$55,375,400.00 \$7,350,000.00 \$756,000.00 \$1,050,000.00 \$9,156,000.00
(Mandatory Services) Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for Processing TBIW Community Transition Services *Add Hoc Reporting (All-Inclusive Hourly Rate X 10 Hours) *Additional Services (All-Inclusive Hourly Rate X 20 Hours) Total Optional Renewal Year 1 Mandatory Services Base Contract Optional Renewal Year 1 (Optional Services) Resource Consulting (Waivers/TMH) Personal Care Fiscal Agent Support Personal Care Resource Consulting Total Optional Renewal Year 1 Optional Services Total Optional Renewal Year 1 Mandatory and Optional Services Base Contract Optional Renewal Year 1 Mandatory and Optional Services	4900 25 5 10 20 Estimate 4900 700 700	\$90.00 \$215.00 \$ 200.00 \$ 200.00 \$ 200.00 \$ 200.00 \$ 200.00 \$ 200.00 \$ 200.00	\$5,292,000.00 \$64,500.00 \$12,900.00 \$2,000.00 \$4,000.00 \$5,375,400.00 Total \$7,350,000.00 \$756,000.00 \$1,050,000.00 \$9,156,000.00 \$14,531,400.00
(Mandatory Services) Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for Processing TBIW Community Transition Services *Add Hoc Reporting (All-Inclusive Hourly Rate X 10 Hours) *Additional Services (All-Inclusive Hourly Rate X 20 Hours) Total Optional Renewal Year 1 Mandatory Services Base Contract Optional Renewal Year 1 (Optional Services) Resource Consulting (Waivers/TMH) Personal Care Fiscal Agent Support Personal Care Resource Consulting Total Optional Renewal Year 1 Optional Services Total Optional Renewal Year 1 Optional Services Total Optional Renewal Year 1 Mandatory and Optional Services	4900 25 5 10 20 Estimate 4900 700	\$90.00 \$215.00 \$ 200.00 \$ 200.00 Price \$ 125.00 \$ 90.00	\$5,292,000.00 \$64,500.00 \$12,900.00 \$2,000.00 \$4,000.00 \$5,375,400.00 Total \$7,350,000.00 \$1,050,000.00 \$9,156,000.00 \$14,531,400.00

Fiscal Agency Support for ADW			
	35		15.00
Community Transition Services	25	\$21	15.00 \$64,500.00
Fiscal Management Services for			
Processing TBIW Community Transition			
Services		\$ 215	5.00 \$12,900.00
*Add Hoc Reporting (All-Inclusive Hourly			
Rate X 10 Hours)	10	\$ 200	0.00 \$2,000.00
*Additional Services (All-Inclusive Hourly			
Rate X 20 Hours)		\$ 200	0.00 \$4,000.00
			\$4,000.00
Total Optional Renewal Year 2			
			¢5 375 400 00
Mandatory Services			\$5,375,400.00
B G		F	
Base Contract Optional Renewal Year 2		LAW COLD	Annual III
(Optional Services)	Estimate	Price	Total
Resource Consulting (Waivers/TMH)	4900	\$ 125	5.00 \$7,350,000.00
Personal Care Fiscal Agent Support	700	\$ 90	0.00 \$756,000.00
Personal Care Resource Consulting	700	\$ 125	5.00 \$1,050,000.00
			¥2,030,000.00
Total Optional Renewal Year 2 Optional			
Services			\$2.450.000.00
Jei vices			\$9,156,000.00
Total Optional Persual V 2			
Total Optional Renewal Year 2	A 1 11 1 5 -		
Mandatory and Optional Services			\$14,531,400.00
Base Contract Optional Renewal Year 3			
(Mandatory Services)	Estimate	Price	Total
Fiscal Agent Support	4900	\$90	90.00 \$5,292,000.00
Fiscal Agency Support for ADW			
Community Transition Services	25	\$215	15.00 \$64,500.00
Fiscal Management Services for		, , , , , , , , , , , , , , , , , , ,	704,300.00
Processing TBIW Community Transition			
Services		. 315	F 00
	5	\$ 215.	5.00 \$12,900.00
Add Hoc Reporting (All-Inclusive Hourly			
Rate X 10 Hours)	10	\$ 200	0.00 \$2,000.00
Additional Services (All-Inclusive Hourly			
Rate X 20 Hours)	20	\$ 200	0.00 \$4,000.00
Total Optional Renewal Year 3			
Mandatory Services			\$5,375,400.00
			φ5/5/ 5/ 100:00
Base Contract Optional Renewal Year 3			
(Optional Services)	Estimate	Price	Total
<u></u>			
Resource Consulting (Waivers/TMH)	4900		5.00 \$7,350,000.00
Personal Care Fiscal Agent Support	700		0.00 \$756,000.00
Personal Care Resource Consulting	700	\$ 125.	5.00 \$1,050,000.00
Total Optional Renewal Year 3 Optional			
Services			\$9,156,000.00
-	_		,200,000.00
Total Optional Renewal Year 3			
Mandatory and Optional Services	THE RESERVE		Ć14 F34 400 00
manageory and optional services			\$14,531,400.00
Base Contract Outland Day and M.			
Base Contract Optional Renewal Year 4	CAMPAGE	HOFE C	Table
	Estimate	Price	Total
(Mandatory Services)		\$90	90.00 \$5,292,000.00
Fiscal Agent Support	4900		
Fiscal Agent Support Fiscal Agency Support for ADW	4900		
Fiscal Agent Support	4900	\$215	15.00 \$64,500.00
Fiscal Agent Support Fiscal Agency Support for ADW		\$215	5.00 \$64,500.00
Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for		\$215	\$64,500.00
Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for Processing TBIW Community Transition	25		
Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for Processing TBIW Community Transition Services	25	\$215	
Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for Processing TBIW Community Transition Services *Add Hoc Reporting (All-Inclusive Hourly	25	\$ 215.	\$12,900.00
Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for Processing TBIW Community Transition Services *Add Hoc Reporting (All-Inclusive Hourly Rate X 10 Hours)	25	\$ 215.	5.00 \$12,900.00
Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for Processing TBIW Community Transition Services *Add Hoc Reporting (All-Inclusive Hourly Rate X 10 Hours) *Additional Services (All-Inclusive Hourly	5 10	\$ 215. \$ 200.	\$12,900.00 0.00 \$2,000.00
Fiscal Agent Support Fiscal Agency Support for ADW Community Transition Services Fiscal Management Services for Processing TBIW Community Transition Services *Add Hoc Reporting (All-Inclusive Hourly Rate X 10 Hours)	25 5 10	\$ 215. \$ 200.	\$12,900. 0.00 \$2,000.

Total Optional Renewal Year 4					
Mandatory Services					\$5,375,400.00
Base Contract Optional Renewal Year 4		Market 17		and the same	
(Optional Services)	Estimate	Price		Total	
Resource Consulting (Waivers/TMH)	4900		125.00		\$7,350,000.0
Personal Care Fiscal Agent Support	700		90.00		\$756,000.00
Personal Care Resource Consulting	700	\$	125.00		\$1,050,000.00
Total Optional Renewal Year 4 Optional					
Services	2 54 17 11 12				\$9,156,000.00
Total Optional Renewal Year 4			1		
Mandatory and Optional Services					\$14,531,400.00
Base Contract Optional Renewal Year 5					
(Mandatory Services)	Estimate	Price		Total	
Fiscal Agent Support	4900		\$90.00		\$5,292,000.00
Fiscal Agency Support for ADW					\$3)232,0001d
Community Transition Services	25		\$215.00		\$64,500.00
Fiscal Management Services for			7		704 ,350.00
Processing TBIW Community Transition					
Services	5	\$	215.00		\$12,900.00
*Add Hoc Reporting (All-Inclusive Hourly					\$12,300.00
Rate X 10 Hours)	10	Ś	200.00		\$2,000.00
*Additional Services (All-Inclusive Hourly					72,000.00
Rate X 20 Hours)	20	\$	200.00		\$4,000.00
Total Optional Renewal Year 5					
Mandatory Services	7. 1				ÉE 275 400 00
ivialidatory Services					\$5,375,400.00
Base Contract Optional Renewal Year 5					
(Optional Services)	Estimate	Price		Total	
Resource Consulting (Waivers/TMH)	4900		125.00		\$7,350,000.00
Personal Care Fiscal Agent Support	700		90.00		\$756,000.00
Personal Care Resource Consulting	700	\$	125.00		\$1,050,000.00
Total Optional Renewal Year 5 Optional					
Services	V				\$9,156,000.00
Total Optional Renewal Year 5			11 2 2		
Mandatory and Optional Services		1 -31			\$14,531,400.00
Grand Total All Years (Mandatory and Optional Services)					ćan 5
Optional Services)					\$83,557,050.00

^{*}All-inclusive Hourly Rate for Additional Services and Ad hoc Reporting:

The Bureau and Vendor will jointly determine a 'not-to-exceed' number of hours, time frame, and staff for each Additional Service and/or Ad hoc report. The Vendor must agree to provide a Statement of Work (SOW) and estimation of effort and receive Bureau approval of the actual 'not-to-exceed' hours, time frame, and staff prior to work beginning.

Notes:

- 1.) *The estimated monthly participants are for cost bid evaluation purposes only. Actual utilization may be more or less.
- 2.) The vendor will invoice monthly in arrears at the PMPM rate for the number of participants served in the previous month.
- 3.) The Ad hoc reporting section will cover special reports requested by BMS that are not covered as part of the original contract.
- 4.) The additional services section will cover services for externally driven changes and requirements including any state or federal laws, rules and regulations that would result in BMS policy changes.

- 5.) The Vendors Total will include all general and administrative staffing (secretarial, clerical, etc.), travel, supplies and other resource costs necessary to perform all services within the scope of this procurement.
- 6.) Vendor must receive an approved delivery order before beginning any work for additional services and the ad hoc reporting.
- 7.) The cost bid will be evaluated on the Estimated Total Cost for all services for the six (6) year period.
- 8.) The additional services section will be calculated by multiplying the hourly rate by twenty (20) hours.
- 9.) The ad hoc reporting section will be calculated by multiplying the hourly rate by ten (10) hours.
- 10.) Grand Total Contract Price for six (6) years is calculated by adding the total mandatory and optional services amounts for each of the six (6) contract years.
- 11.) Ad hoc reporting will be invoiced upon hours used in previous month.
- 12.) Additional services will be invoiced monthly based on hours used in previous month.
- 13.) Vendor will be ineligible to invoice for operations while start-up is ongoing.

Consumer Direct Care Network West Virginia, LLC (Company)	
Ben Bledsoe, President/CEO	
(Representative Name, Title)	
Phone: 406-532-2001, Fax: 406-541-7058 (Contact Phone/Fax Humber)	
Signature	

6/6/2023 (Date)