



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: 04-18-2024

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 2825 FLC1021949A 3	Procurement Folder:	1034568
Document Name:	INDEPENDENT INFORMAL DISPUTE RESOLUTION PROCESS	Reason for Modification:	CHANGE ORDER 2 To renew document
Document Description:	ORIGINAL PROCUREMENT FOLDER 1021949		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2022-05-15
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-05-14

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000181854			Requestor Name:	Christopher G Nelson
MICHIGAN PEER REVIEW ORGANIZATION				Requestor Phone:	(304) 558-1970
625 KENMOOR AVENUE SE				Requestor Email:	christopher.g.nelson@wv.gov
GRAND RAPIDS	MI	49546	2395	<div style="font-size: 48pt; font-weight: bold;">24</div> <div style="font-weight: bold;">FILE LOCATION</div>	
US					
Vendor Contact Phone:	2484657363	Extension:			
Discount Details:					
	Discount Allowed	Discount Percentage	Discount Days		
#1	No	0.0000	0		
#2	No				
#3	No				
#4	No				

INVOICE TO	SHIP TO
BUYER - 304-957-0209 HEALTH AND HUMAN RESOURCES OIG - OHFLAC 408 LEON SULLIVAN WAY CHARLESTON WV 25301-1713 US	BUYER - 304-957-0209 HEALTH AND HUMAN RESOURCES OIG - OHFLAC 408 LEON SULLIVAN WAY CHARLESTON WV 25301-1713 US

4-23-2466

Total Order Amount:	Open End
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Purchasing Division's File Copy

CA 4/18/24

PURCHASING DIVISION AUTHORIZATION
 DATE: *Tara for 4/23/24*
 ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM
 DATE: *John S. Gray*
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
 DATE: *Donna 5-1-24*
 ELECTRONIC SIGNATURE ON FILE

4/29/2024

Extended Description:

Change Order

Change Order No. 02 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 05/15/2024 through 05/14/2025

Renewal Years Remaining: One (1) Year

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	80122001			EA	400.000000
	Service From	Service To			Service Contract Amount
					0.00

Commodity Line Description: Informal Dispute Resolution Review Severity LVL 1 LTC

Extended Description:

Informal Dispute Resolution review for long-term care facilities cited at Severity Level I or potential for no more than minimal harm, as defined by CMS.

Priority Level 1

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	80122001			EA	500.000000
	Service From	Service To			Service Contract Amount
					0.00

Commodity Line Description: Informal Dispute Resolution Review Severity LVL 2 LTC

Extended Description:

Informal Dispute Resolution review for long-term care facilities cited at Severity Level II or potential for more than minimal harm, but no actual harm, substandard quality of care, or immediate jeopardy, as defined by CMS.

Priority Level 1

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	80122001			EA	600.000000
	Service From	Service To			Service Contract Amount
					0.00

Commodity Line Description: Informal Dispute Resolution Review Severity LVL 2 Sub. Care

Extended Description:

Informal Dispute Resolution review for long-term care facilities cited at Severity Level II with a finding of substandard quality of care, as defined by CMS.

Priority Level 1

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	80122001			EA	700.000000
	Service From	Service To			Service Contract Amount
					0.00

Commodity Line Description: Independent dispute mediation or arbitration service

Extended Description:

Informal Dispute Resolution review for long-term care facilities cited at Severity Level III or actual harm, as defined by CMS.

Priority Level 1

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	80122001			EA	800.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Informal Dispute Resolution Review-Immediate Jeopardy

Extended Description:

Informal Dispute Resolution review for ALL facilities cited as IMMEDIATE JEOPARDY, as defined by CMS or State Regulations for programs regulated by OHFLAC.

Priority Level 1

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
6	80122001			EA	600.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Informal Dispute Resolution Review-Condition LVL Deficiency

Extended Description:

Informal Dispute Resolution review for a Condition Level Deficiency as defined by CMS. (Not an Immediate Jeopardy)

Priority Level 1

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
7	80122001			EA	450.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Informal Dispute Resolution Review-Not Invoking Penalties

Extended Description:

Informal Dispute Resolution review for a Standard Level Deficiency as defined by CMS or State Regulations for programs regulated by OHFLAC and not invoking state penalties.

Priority Level 1

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
8	80122001			EA	600.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Informal Dispute Resolution Review-Invoking Penalties

Extended Description:

Informal Dispute Resolution review for a Standard Level as defined State Regulations for programs regulated by OHFLAC and invoking state penalties

Priority Level 1

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
9	80122001			EA	200.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Additional Fee-Telephonic Review

Extended Description:

Additional fee for telephonic review, versus desk review, per deficiency. Note: All travel costs must be assumed by the requesting facility.

Priority Level 1

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
10	80122001			EA	200.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Additional Fee- Face to Face Review

Extended Description:

Additional fee for face to face review, versus desk and/or telephone review, per deficiency. Additional fees for face to face will be assumed by requesting facility. The independent Review Organization shall enter a separate agreement with the facility. Note: All travel costs must be assumed by the requesting facility.

Priority Level 1



625 Kenmoor Ave SE, Suite 350
PMB 47995
Grand Rapids, MI 49546-2395
248-465-7300 | www.improve.health

April 10, 2024,

Christopher Nelson, Interim OHFLAC Director
State of West Virginia
Office of Health Facility Licensure and Certification
408 Leon Sullivan Way
Charleston, WV 25301


Subject: Renewal for Contract CMA 0506 2825 FLC1021949A – Independent Informal
Dispute Review

Dear Christopher Nelson,

This letter is to confirm that iMPROve Health is agreeable to CMA 0506 2825 FLC1021949A
under the same terms and conditions as the original contract with the effective dates as
05/15/2024 through 05/14/2025.

If you have any questions or need any additional information, please feel free to contact me. We
look forward to continuing to provide these services to your State Agency in West Virginia.

Best regards,


Leland A. Babitch, MD MBA
President & CEO

Approved

cc: Charlene Kawchak-Belitsky
Director IDR/IIDR Services





MEMORANDUM

Date: April 17, 2024

To: Heather White
Office of Shared Administration

From: Christopher G. Nelson *cyn*
Office of Health Facility Licensure and Certification, Interim Director

Subject: Renewal of Contract – CMA 0506 2825 FLC1021949A

Please accept this memorandum as justification for the renewal of CMA 0506 2825 FLC1021949A. The Independent Informal Dispute Resolution (IIDR) process is a statutory requirement for facilities licensed under our long term care program, intermediate care facilities for individuals with intellectual disabilities, behavioral health centers, and home health agencies. The IIDR process also satisfies the statutory requirement for an informal means to contest a citation for other programs regulated by OHFLAC.

The IIDR process is used for facilities regulated by OHFLAC to contest a deficient practice for which they have been cited pursuant, but not limited, to W. Va. Code §§ 16B-4-12a and 27-1A-7, or pursuant to federal law, as being contrary to the law or unwarranted by the facts or both.

The following West Virginia statutes require the contractual services of an IIDR contractor:

1. W. Va. Code §16B-4-12a – Independent Informal Dispute Resolution (nursing homes)

(b) The director shall contract with up to three independent review organizations to conduct an independent informal dispute resolution process for facilities. The independent review organization shall be accredited by the Utilization Review Accreditation Commission.

2. W. Va. Code §27-1A-12 – Independent Informal Dispute Resolution

(a) A behavioral health provider licensed by the Office of Health Facility Licensure and Certification adversely affected by an order or citation of a deficient practice issued pursuant to this article or pursuant to federal law may request to use the independent informal dispute resolution established by this section. A licensee may contest a cited deficiency as contrary to rule, regulation or law or unwarranted by the facts, or any combination thereof.

(c)(3) The Secretary of the State of West Virginia Department of Health and Human Resources (hereinafter "secretary") shall approve and establish a panel of at least three independent review providers: Provided, that in lieu of establishing a panel, the secretary shall contract with the independent review providers to conduct the independent informal dispute resolution processes. Each independent review provider shall be accredited by the Utilization Review Accreditation Commission. When a licensee requests an independent informal dispute resolution process, the secretary shall choose one independent review provider from the approved panel to conduct the process.

Thank you for your time and consideration of this renewal. Should you have any questions, please contact me at 304-352-0835 or via email at Christopher.G.Nelson@wv.gov.

- Any Words (i)
- All Words (i)
- Exact Phrase (i)

e.g. 123456789, Smith Corp

"michigan peer review" x

- Classification v
- Excluded Individual v
- Excluded Entity v
- Federal Organizations v
- Exclusion Type v
- Exclusion Program v
- Location v
- Dates v

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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.

MICHIGAN PEER REVIEW ORGANIZATION

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	9/23/2011		9/23/2011	Foreign	Non-Profit			

Organization Information		
Business Purpose	9231 - Public Administration - Administration of Human Resource Programs - Administration of Human Resource Programs (educational, public health, HR, Veteran's Affairs)	
Charter County	Control Number	99R56
Charter State	MI	Excess Acres
At Will Term		Member Managed
At Will Term Years		Par Value
Authorized Shares	0	Young Entrepreneur Not Specified

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Addresses	
Type	Address
Mailing Address	625 KENMOOR AVE SE PMB 47995 SUITE 350 GRAND RAPIDS,, MI, 49546
Notice of Process Address	CORPORATION SERVICE COMPANY 209 WEST WASHINGTON STREET CHARLESTON, WV, 25302
Principal Office Address	625 KENMOOR AVE SE PMB 47995 SUITE 350 GRAND RAPIDS, MI, 49546 USA
Type	Address

Officers	
Type	Name/Address
Director	DAVID T. BROOKS 625 KENMOOR AVE SE, PMB 47995 SUITE 350 GRAND RAPIDS, MI, 49546
President	LELAND A. BABITCH, M.D., MBA 625 KENMOOR AVE SE, PMB 47995 SUITE 350 GRAND RAPIDS, MI, 49546
Secretary	MELISSA WERBISH 625 KENMOOR AVE SE, PMB 47995 SUITE 350 GRAND RAPIDS, MI, 49546
Treasurer	KATE KOHN-PARROT 625 KENMOOR AVE SE, PMB 47995 SUITE 350 GRAND RAPIDS, MI, 49546
Type	Name/Address

DBA			
DBA Name	Description	Effective Date	Terminatio.
IMPROVE HEALTH	TRADENAME	7/22/2022	

MICHIGAN PEER REVIEW ORGANIZATION, INC.	FORCED DBA	9/23/2011	
DBA Name	Description	Effective Date	Termination Date

Annual Reports
Filed For
2023
2022
2021
2020
2019
2018
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2017
2016
2015
2014
2013
Date filed

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

Monday, April 15, 2024 — 9:04 AM

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>Cystal Huskad</u> Date: <u>4/18/24</u> Solicitation No. <u>CMA FLC1021949A</u>	Agency: WV Department of Health & Human Resources Procurement Officer Submitting Requisition: Heather White Requisition No. CMA FLC1021949A PF No.: 1034568
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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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input 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: Crystal Husted

REFERENCE:

FOR ALL SOLICITATION TYPES:

1. **Specifications and Pricing Page.** The specifications and intended pricing evaluation tool (wvOASIS line or pricing page) must be attached to the requisition for the Purchasing Division to review them.
2. **Usage of correct specification template.** The Purchasing Division maintains standard format templates on its website for various purchase types, including but not limited to one-time, services, and open-end RFQ purchases; RFPs; and EOI. Using the correct specification template ensures language appropriate for the type of purchase will be contained in the final contract. A copy of these templates can be found on the Purchasing Division's website at www.state.wv.us/admin/purchase/forms.html.
3. **Use of correct requisition type.** Agencies must discern the type of contract needed prior to entering the requisition in wvOASIS. The requisition type will limit the type of award that can be issued for each solicitation. **Purchasing Division Procedures Handbook, Section 3.3.1.1.**
4. **Terms and conditions.** The agency must complete the General Terms and Conditions using the master copy maintained by the Purchasing Division, and the revision date on the terms and conditions document must not be removed or altered in any way. The Purchasing Master Terms and Conditions can be found on the Purchasing Division's website at www.state.wv.us/admin/purchase/TCP.pdf. **Purchasing Division Procedures Handbook, Section 3.2.4.6.**
5. **Maximum budgeted amount.** This is the maximum amount of funding available for the purchase of the good or service as determined by the agency prior to requisition submission. This amount determines the agency's ability to negotiate and cannot be changed after the bid opening. **Purchasing Division Procedures Handbook, Section 6.9.3.1.**
6. **Suggested vendors.** Suggested vendors are identified at the time an agency conducts its market research and are placed in the Vendor List or Free Form Vendor fields within the requisition. This ensures the vendors are made aware of the bidding opportunity.
7. **Capitol Building Commission pre-approval.** Pre-approval from the Capitol Building Commission is required before any contract can be bid for work requiring a substantial physical change to the state capitol building or surrounding complex, before work begins to a building on the capitol complex if not done under a contract, and prior to processing change orders for work to buildings on the capitol complex above \$40,000. **Purchasing Division Procedures Handbook, Section 7.2.**
8. **Financing pre-approval.** Any loan or extension of credit from a bank or other financial institution by any state agency under the Executive Branch requires pre-approval from the Governor's Office and must be in the best financial interest of the state of West Virginia. **Per memorandum from the Governor's Office.**
9. **Fleet Management Division pre-approval.** Pre-approval by the Fleet Management Division (FMD) is required to purchase vehicles, unless statutorily exempt. Any request made under the authority of the Fleet Management Division to increase an agency's fleet size must be approved by the FMD executive director, and all vehicle purchases, regardless of dollar amount, must be processed through the Purchasing Division. **Purchasing Division Procedures Handbook, Section 7.8.**
10. **Insurance requirements.** RE **Purchasing Division Procedures Handbook, Section 3.2.5.3. Appendix C.**
11. **Office of Technology CIO pre-approval.** In accordance with the Office of Technology's CIO-19-001 policy, all technology procurement requests, unless exempted, require Chief Information Officer (CIO) approval. **Purchasing Division Procedures Handbook, Section 7.3.**
12. **Treasurer's Office (banking) pre-approval.** Pre-approval is required by the State Treasurer's Office for the acquisition of banking goods or services, which includes but may not be limited to accepting payments and receiving funds via electronic commerce. **W. Va. Code §§ 12-1-7 and 12-3A-6.**

FOR CHANGE ORDERS/RENEWALS:

1. **Two-party agreement.** This agreement, confirming the need for the change order, must be signed by both the agency and the vendor. A single letter of agreement with both signatures is standard.
2. **Standard change order language.** The Purchasing Division maintains standard language to be used in the Extended Description field when issuing a change order in wvOASIS. There are various descriptors available to address the change to the original contract, including but not limited to a standard renewal, a renewal with an increase or decrease, a construction extension for time only or time and increase, a cancellation, and an administrative change. **Purchasing Division Procedures Handbook, Appendix D.**
3. **Office of Technology CIO pre-approval.** See #11.
4. **Justification for price increases/backdating/other.** Any change order request that increases the amount of the contract, is backdated more than 20 days past the submission date of the change order, or otherwise affects provisions of the contract not typically seen in a change order requires justification.
5. **Bond rider.** A bond rider allows bonded principals to request changes to be made to their original surety bond agreements. The bond rider is the only valid way of making changes to a bond agreement which does not invalidate the agreement.
6. **Secretary of State verification.** Unless a waiver is obtained from the Secretary of State's Office, every vendor organized as a business entity must have a certificate of authority and be in good standing with the Secretary of State's Office. To search for a business with the Secretary of State's Office, visit <http://apps.sos.wv.gov/business/corporations>. Any vendor that cannot be found or shows a status of "revoked" or "dissolved" is not eligible for award until the issue is resolved. Agencies must verify this compliance manually prior to award and include a copy of the relevant record in the agency file. **Purchasing Division Procedures Handbook, 5.3.2. Vendor Compliance. E. Secretary of State.**
7. **State debarment verification.** Pursuant to *West Virginia Code* §5A-3-33c and 33d, the State of West Virginia and its political subdivisions may not solicit offers from, award contracts to, or consent to subcontract with a debarred vendor during the debarment period. A list of vendors debarred by the West Virginia Purchasing Division can be seen online at www.state.wv.us/admin/purchase/debar.html. **Purchasing Division Procedures Handbook, 5.3.2. Vendor Compliance. D. State Debarment.**
8. **Federal debarment verification.** Vendors must verify that a vendor is not debarred by the federal government prior to awarding a contract by visiting Sam.gov. Instructions for manually checking a vendor's federal debarment status can be found online at https://www.fsd.gov/qsafsd_sp?id=kb_article_view&sysparm_article=KB0036199&sys_kb_id=b372dadb1b4ac5d40ca4a97ae54bcbb2&spa=1. **Purchasing Division Procedures Handbook, 5.3.2. Vendor Compliance. C. Federal Debarment.**

Questions regarding this *Compliance Verification Checklist for Requisition Submission* may be directed to your assigned Purchasing Division buyer. If you're unsure who your buyer is, see the Agency-Buyer assignments published online at www.state.wv.us/admin/purchase/byrassign.pdf.