



Proposal to Provide

Fiscal Employer Agency Support to Self-Direction Members

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

06/07/23 10:18:55
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 Husted

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)			
Fiscal Agent Support (9 Months)	4900	\$90.00	\$3,969,000.00
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
Total Base Year 1 Optional Services			\$6,867,000.00
Total Base Year 1 Mandatory and Optional Services			\$10,900,050.00

Base Contract Optional Renewal Year 1 (Mandatory Services)	Estimate	Price	Total
Fiscal Agent Support	4900	\$90.00	\$5,292,000.00
Fiscal Agency Support for ADW Community Transition Services	25	\$215.00	\$64,500.00
Fiscal Management Services for Processing TBIW Community Transition Services	5	\$215.00	\$12,900.00
*Add Hoc Reporting (All-Inclusive Hourly Rate X 10 Hours)	10	\$200.00	\$2,000.00
*Additional Services (All-Inclusive Hourly Rate X 20 Hours)	20	\$200.00	\$4,000.00
Total Optional Renewal Year 1 Mandatory Services			\$5,375,400.00

Base Contract Optional Renewal Year 1 (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 1 Optional Services			\$9,156,000.00
Total Optional Renewal Year 1 Mandatory and Optional Services			\$14,531,400.00

Base Contract Optional Renewal Year 2 (Mandatory Services)	Estimate	Price	Total
Fiscal Agent Support	4900	\$90.00	\$5,292,000.00

Fiscal Agency Support for ADW Community Transition Services	25	\$215.00	\$64,500.00
Fiscal Management Services for Processing TBIW Community Transition Services	5	\$ 215.00	\$12,900.00
*Add Hoc Reporting (All-Inclusive Hourly Rate X 10 Hours)	10	\$ 200.00	\$2,000.00
*Additional Services (All-Inclusive Hourly Rate X 20 Hours)	20	\$ 200.00	\$4,000.00

Total Optional Renewal Year 2 Mandatory Services			\$5,375,400.00
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Base Contract Optional Renewal Year 2 (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 2 Optional Services			\$9,156,000.00
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Total Optional Renewal Year 2 Mandatory and Optional Services			\$14,531,400.00
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Base Contract Optional Renewal Year 3 (Mandatory Services)	Estimate	Price	Total
Fiscal Agent Support	4900	\$90.00	\$5,292,000.00
Fiscal Agency Support for ADW Community Transition Services	25	\$215.00	\$64,500.00
Fiscal Management Services for Processing TBIW Community Transition Services	5	\$ 215.00	\$12,900.00
Add Hoc Reporting (All-Inclusive Hourly Rate X 10 Hours)	10	\$ 200.00	\$2,000.00
Additional Services (All-Inclusive Hourly Rate X 20 Hours)	20	\$ 200.00	\$4,000.00

Total Optional Renewal Year 3 Mandatory Services			\$5,375,400.00
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Base Contract Optional Renewal Year 3 (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 3 Optional Services			\$9,156,000.00
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Total Optional Renewal Year 3 Mandatory and Optional Services			\$14,531,400.00
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Base Contract Optional Renewal Year 4 (Mandatory Services)	Estimate	Price	Total
Fiscal Agent Support	4900	\$90.00	\$5,292,000.00
Fiscal Agency Support for ADW Community Transition Services	25	\$215.00	\$64,500.00
Fiscal Management Services for Processing TBIW Community Transition Services	5	\$ 215.00	\$12,900.00
*Add Hoc Reporting (All-Inclusive Hourly Rate X 10 Hours)	10	\$ 200.00	\$2,000.00
*Additional Services (All-Inclusive Hourly Rate X 20 Hours)	20	\$ 200.00	\$4,000.00

Total Optional Renewal Year 4 Mandatory Services		\$5,375,400.00
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Base Contract Optional Renewal Year 4 (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 4 Optional Services		\$9,156,000.00
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Total Optional Renewal Year 4 Mandatory and Optional Services		\$14,531,400.00
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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 Community Transition Services	25	\$215.00	\$64,500.00
Fiscal Management Services for Processing TBIW Community Transition Services	5	\$ 215.00	\$12,900.00
*Add Hoc Reporting (All-Inclusive Hourly Rate X 10 Hours)	10	\$ 200.00	\$2,000.00
*Additional Services (All-Inclusive Hourly Rate X 20 Hours)	20	\$ 200.00	\$4,000.00

Total Optional Renewal Year 5 Mandatory Services		\$5,375,400.00
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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		\$9,156,000.00
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Total Optional Renewal Year 5 Mandatory and Optional Services		\$14,531,400.00
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Grand Total All Years (Mandatory and Optional Services)		\$83,557,050.00
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***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 Number)


Signature

6/6/2023
(Date)