



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

State of West Virginia
Delivery Order

Order Date: 09-22-2022

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:	CDO 0506 2888 BBH2300000001 2	Procurement Folder:	1083715
Document Name:	CO 1	Reason for Modification:	Change Order 1 To extend contract
Document Description:	CO 1 - Work Order for SOR Opioid Stigma Reduction campaign		
Procurement Type:	Central Delivery Order		
Buyer Name:	Crystal G Hustead		
Telephone:	(304) 558-2402		
Email:	crystal.g.hustead@wv.gov		
Shipping Method:	Best Way	Master Agreement Number:	CMA 0506 HHR2200000001 2
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000109305			Requestor Name:	Mark S Fox
THE MANAHAN GROUP LLC				Requestor Phone:	(304) 356-4088
222 CAPITOL ST STE 400				Requestor Email:	mark.s.fox@wv.gov
CHARLESTON	WV	25301		<div style="font-size: 48pt; font-weight: bold;">23</div> FILE LOCATION _____	
US					
Vendor Contact Phone:	999-999-9999	Extension:			
Discount Details:					
	Discount Allowed	Discount Percentage	Discount Days		
#1	No	0.0000	0		
#2	No				
#3	No				
#4	No				

INVOICE TO	SHIP TO
PURCHASING AGENT - 304-356-4802	PURCHASING AGENT - 304-356-4802
HEALTH AND HUMAN RESOURCES	HEALTH AND HUMAN RESOURCES
BBH/HF	BBH/HF
350 CAPITOL ST, RM 350	350 CAPITOL ST, RM 350
CHARLESTON WV 25301-3702	CHARLESTON WV 25301-3702
US	US

Total Order Amount:	\$999,975.00
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Purchasing Division's File Copy

ENTERED

PURCHASING DIVISION AUTHORIZATION
 DATE: *9/27/2022*
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
 DATE: *9/27/2022*
 ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order

Change Order 1 is issued to extend the original contract to May 31st, 2023 according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders.

Effective date of change: September 29, 2022

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	82101800	20.00000	HOUR	\$105.0000	\$2,100.00
Service From	Service To	Manufacturer		Model No	Delivery Date
2022-08-19	2023-05-31				

Commodity Line Description: Contract Administration/Consultation

Extended Description:

Contract Administration/Consultation

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	82101800	300.00000	HOUR	\$105.0000	\$31,500.00
Service From	Service To	Manufacturer		Model No	Delivery Date
2022-08-19	2023-05-31				

Commodity Line Description: Account Services

Extended Description:

Account Services

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	82101800	175.00000	HOUR	\$105.0000	\$18,375.00
Service From	Service To	Manufacturer		Model No	Delivery Date
2022-08-19	2023-05-31				

Commodity Line Description: Media Buys

Extended Description:

Media Buys

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	82101800	0.00000		\$0.0000	\$948,000.00
Service From	Service To	Manufacturer		Model No	Delivery Date
2022-08-19	2023-05-31				

Commodity Line Description: Media Buying Add-On

Extended Description:

Percentage Add-On for Media Buying = 5%

Add on Multiplier: 1.05



STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES

Bill J. Crouch
Cabinet Secretary

Bureau for Behavioral Health
350 Capitol Street, Room 350
Charleston, West Virginia 25301-3702
Telephone: (304) 352-5548 Fax: (304) 558-1008

Christina R. Mullins
Commissioner

September 26, 2022

To whom it may concern:

We have requested that the end date for CDO BBH23*001 be extended until May 31st of 2023. The reason for this request is due to the federal funding ending on September 29th of 2022 originally but we were able to secure a no cost extension for another year.

Thank you

A handwritten signature in blue ink, appearing to read "Mark S. Fox".

Mark S. Fox

Procurement Specialist

DHHR Bureau of Behavioral Health

350 Capitol St. room 350

Charleston, WV 25301

304-352-5579

Mark.s.fox@wv.gov

*Extension
approved
11/2*

T H E M A N A H A N G R O U P L L C

222 CAPITOL STREET, STE 500 / CHARLESTON, WV 25301

P: 304.343.2800 / F: 304.343.2788 / MANAHANGROUP.COM

Contract Extension - Change Order Request

September 12, 2022

Mark Fox
Administrative Services Assistant I
WV Bureau of Behavioral Health
350 Capitol Street, Room 350
Charleston, WV 25301

Re: Change Order Request No. 01 for Contract Extension

Dear Mark,

The Manahan Group LLC requests an extension of CDO 0506 2888 BBH2300000001, known as the work order for SOR Opioid Reduction Campaign.

The Extended Description: Change Order No. 01 to be issued to extend the original contract to May 31st, 2023 according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders. The extension of this contract is provided to complete the project only. Effective Date of Change will be September 29, 2022. There will be no other changes.

If you have questions, need additional information, or require revisions please contact either Bethany West, VP Account Service or Ron Jarrett, VP Comptroller.

Regards,



George Manahan
Owner/CEO

Ok
Althea Greenhow