



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: 09-06-2022

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 0511 2680 BMS2100000015 7	Procurement Folder:	806524
Document Name:	Change Order #1 Balance Cancellation	Reason for Modification:	Change Order 1 to cancel the unused balance of \$581,383.00 on the expired CDO
Document Description:	Technical Assistance&Program Support (TAPS)Project Phase III		
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 0511 BMS1500000003 7
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000100150 BERRY DUNN MCNEIL & PARKER LLC 2211 CONGRESS ST  PORTLAND ME 04102 US Vendor Contact Phone: 2075412200 Extension:	Requestor Name: Lucinda L Carroll Requestor Phone: (304) 352-4235 Requestor Email: lucinda.l.carroll@wv.gov																				
Discount Details:	<div style="font-size: 48px; font-weight: bold;">23</div> <div style="font-size: 24px; font-weight: bold;">FILE LOCATION _____</div>																				
<table border="1" style="width: 100%;"><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>30</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	30	#2	No			#3	No			#4	No		
		Discount Allowed	Discount Percentage	Discount Days																	
#1		No	0.0000	30																	
#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

<b>Total Order Amount:</b>	<b>\$917,017.00</b>
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Purchasing Division's File Copy

ENTERED

*CH 9/8/22*

PURCHASING DIVISION AUTHORIZATION DATE: <i>Tara [Signature] 9/8/2022</i> ELECTRONIC SIGNATURE ON FILE
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ENCUMBRANCE CERTIFICATION DATE: <i>[Signature] 9/09/2022</i> ELECTRONIC SIGNATURE ON FILE
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**Extended Description:**

Change Order 1 to cancel the unused balance of \$581,383.00 on the expired CDO.

Original amount: \$1,498,400.00  
Balance Closure Amount: (\$581,383.00)

New CDO Amount: \$917,017.00

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	80101600	20.00000	HOUR	\$225.0000	\$4,500.00
Service From	Service To	Manufacturer		Model No	Delivery Date
2021-01-01	2022-04-30				

**Commodity Line Description:** Project Management Services: Lead Project Manager

**Extended Description:**

Lead Project Manager Hourly Rate - Year Four (Optional Renewal Year One)

Nicole Becnel: 140 hours @ \$225=\$31,500.00

Actual: 20 Hours @ \$225.00=\$4,500.00

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	80101600	97.10000	HOUR	\$280.0000	\$27,188.00
Service From	Service To	Manufacturer		Model No	Delivery Date
2021-01-01	2022-04-30				

**Commodity Line Description:** Project Management Services: Engagement Manager

**Extended Description:**

Engagement Manager Hourly Rate - Year Four (Optional Renewal Year One)

Ed Daranyi: 160 Hours @ \$280=\$44,800.00

Actual: 97.1 Hours @ \$280=\$27,188.00

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	80101600	3997.10000	HOUR	\$180.0000	\$719,478.00
Service From	Service To	Manufacturer		Model No	Delivery Date
2021-01-01	2022-04-30				

**Commodity Line Description:** Project Management Services: General Project Manager

**Extended Description:**

General Project Manager Hourly Rate - Year Four (Optional Renewal Year One)

Ethan Wiley: 585 Hours @ \$180=\$105,300.00  
Andrea Clark: 1470 Hours @ \$180=\$264,600.00  
Aimee Campbell-O'Connor: 1470 Hours @ \$180=\$264,600.00  
Sarah Abbott: 1470 Hours @ \$180=\$264,600.00  
Thomas Decker: 1470 Hours @ \$180=\$264,600.00

Total: 6465 Hours @ \$180=\$1,163,700.00

Actual 3997.1 hrs @ \$180.00=\$719,478.00

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	80101600	1745.80000	HOUR	\$95.0000	\$165,851.00
Service From	Service To	Manufacturer	Model No	Delivery Date	
2021-01-01	2022-04-30				

**Commodity Line Description:** Project Management Services: Support Staff

**Extended Description:**

Support Staff Hourly Rate - Year Four (Optional Renewal Year One)

Melinda Trail: 1360 Hours @ \$95=\$129,200.00

Melanie Boothe: 1360 Hours @ \$95=\$129,200.00

Total: 2720 Hours @ \$95=\$258,400.00

Actual 1745.8 hrs @ \$95.00=\$165,851.00

STATE OF WEST VIRGINIA  
DEPARTMENT OF HEALTH AND HUMAN RESOURCES  
BUREAU FOR MEDICAL SERVICES

Office of Procurement Services

350 Capitol Street, Room 251  
Charleston, West Virginia 25301-3712  
Telephone: (304) 558-1700 Fax: (304) 558-4398

Bill J. Crouch  
Cabinet Secretary

Cynthia E. Beane  
Commissioner

DATE: September 1, 2022  
TO: Robert L. Price, CPPB, CPPO, NIGP-CPP  
Administrative Services Manager II  
FROM: Lucinda Carroll *LC*  
Procurement Specialist, BMS Procurement Services  
RE: PF806524 CDO BMS21\*15

The West Virginia Bureau for Medical Services (BMS) respectfully requests the cancellation of the unused balance of \$581,383.00 on the above referenced CDO with Berry Dunn McNeil & Parker LLC. The vendor has concurred that all invoices have been paid. The vendor was able to perform all required services at a lesser cost than was originally budgeted and approved. BMS is requesting cancellation of the remaining balance to roll back dollars for future budgeting use.

Please feel free to contact me if additional documentation or details are needed. I can be reached at (304) 352-4235 or [lucinda.l.carroll@wv.gov](mailto:lucinda.l.carroll@wv.gov). Thank you for your time and consideration in this matter.

*Robert Price*  
Agree

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DEPARTMENT OF HEALTH AND HUMAN RESOURCES  
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Cynthia E. Beane  
Commissioner

DATE: August 19, 2022  
TO: Ed Daranyi  
Berry Dunn McNeil & Parker LLC  
FROM: Lucinda Carroll *lc*  
Procurement Specialist, BMS Procurement Services  
RE: Balance closure of CDO BMS21\*15

Please be advised that there is a remaining balance on CDO BMS21\*15, for Berry Dunn McNeil & Parker LLC. This delivery order expired 4/30/22. If you agree that all work has been invoiced, and that a remaining balance of \$581,383.00 exists, please sign and date in the space provided below and return to my attention. If you dispute this amount, please contact me at (304) 352-4235 or [Lucinda.Carroll@wv.gov](mailto:Lucinda.Carroll@wv.gov). If no response is received by 09/19/2022, the Bureau for Medical Services (BMS) will proceed with cancellation of the remaining balance.

Thank you for your time and consideration.

Signature: Eduardo Digitally signed by  
Eduardo G. Daranyi  
Date: 2022.08.25  
23:33:36 -04'00'

Date: \_\_\_\_\_

*Robert Price*  
Agree