



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: 02-17-2023

CORRECT ORDER NUMBER MUST APPEAR  
 ON ALL PACKAGES, INVOICES, AND  
 SHIPPING PAPERS. QUESTIONS  
 CONCERNING THIS ORDER SHOULD BE  
 DIRECTED TO THE DEPARTMENT  
 CONTACT.

<b>Order Number:</b>	CDO 0511 3279 BMS2200000020 6	<b>Procurement Folder:</b>	1001055
<b>Document Name:</b>	Change Order #1 Balance Closure	<b>Reason for Modification:</b>	Change Order 1 to cancel the unused balance of \$185,370.00 on the expired CDO.
<b>Document Description:</b>	ARP Com-Based Mobile Crisis Intervention SVC Grant Project		
<b>Procurement Type:</b>	Central Delivery Order		
<b>Buyer Name:</b>	Crystal G Hustead		
<b>Telephone:</b>	(304) 558-2402		
<b>Email:</b>	crystal.g.hustead@wv.gov		
<b>Shipping Method:</b>	Best Way	<b>Master Agreement Number:</b>	CMA 0511 HHR2100000003 6
<b>Free on Board:</b>	FOB Dest, Freight Prepaid		

VENDOR		DEPARTMENT CONTACT		
<b>Vendor Customer Code:</b>	000000100150	<b>Requestor Name:</b>	Lucinda L Carroll	
BERRY DUNN MCNEIL & PARKER LLC 2211 CONGRESS ST		<b>Requestor Phone:</b>	(304) 352-4235	
PORTLAND ME 04102		<b>Requestor Email:</b>	lucinda.l.carroll@wv.gov	
US		<div style="font-size: 48pt; font-weight: bold;">23</div> <div style="font-weight: bold;">FILE LOCATION _____</div>		
<b>Vendor Contact Phone:</b>	6813138905			<b>Extension:</b>
<b>Discount Details:</b>				
<b>#1</b>	No	0.0000	0	
<b>#2</b>	No			
<b>#3</b>	No			
<b>#4</b>	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>	\$73,290.00
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Purchasing Division's File Copy

CH 2/24/23

<b>PURCHASING DIVISION AUTHORIZATION</b> <b>DATE:</b> <i>2/27/2023</i> <b>ELECTRONIC SIGNATURE ON FILE</b>
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ENTERED

<b>ENCUMBRANCE CERTIFICATION</b> <b>DATE:</b> <i>Beverly Tiden 2-27-23</i> <b>ELECTRONIC SIGNATURE ON FILE</b>
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**Extended Description:**

Change Order 1 to cancel the unused balance of \$185,370.00 on the expired CDO.

Original amount: \$258,660.00  
Balance Closure Amount: (\$185,370.00)

New CDO Amount: \$73,290.00

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	80101600	0.00000		\$0.0000	\$752.50
Service From	Service To	Manufacturer		Model No	Delivery Date
2022-04-01	2022-10-31				

**Commodity Line Description:** Lead Project Manager: Base Year One

**Extended Description:**

Lead Project Manager: Base Year One

Hourly Rate: \$215.00

Nicolle Field: 51 Hours @ \$215.00=\$10,965.00

Actual 3.5 hrs @ \$215.00=\$752.50

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	80101600	0.00000		\$0.0000	\$0.00
Service From	Service To	Manufacturer		Model No	Delivery Date
2022-04-01	2022-10-31				

**Commodity Line Description:** Engagement Manager: Base Year One

**Extended Description:**

Engagement Manager: Base Year One

Hourly Rate: \$270.00

Nicole Becnel: 34 Hours @ \$270=\$9,180.00

Actual 0 hrs @ \$270.00=\$0.00

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	80101600	0.00000		\$0.0000	\$56,017.50
Service From	Service To	Manufacturer		Model No	Delivery Date
2022-04-01	2022-10-31				

**Commodity Line Description:** General Project Manager: Base Year One

**Extended Description:**

General Project Manager: Base Year One

Hourly Rate: \$175.00

Ethan Wiley: 180 Hours @ \$175.00=\$31,500.00

Brody McClellan: 433 Hours @ \$175.00=\$75,775.00

Susan Chugha: 308 Hours @ \$175.00=\$53,900.00

Sarah Abbott: 100 Hours @ \$175.00=\$17,500.00

Total: 1,021.00 Hours @ \$175.00=\$178,675.00

Actual 320.1 hrs @ \$175.00=\$56,017.50

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	80101600	0.00000		\$0.0000	\$16,520.00
Service From	Service To	Manufacturer	Model No	Delivery Date	
2022-04-01	2022-10-31				

**Commodity Line Description:** Project Management Support Staff: Base Year One

**Extended Description:**

Project Management Support Staff: Base Year One

Hourly Rate: \$80.00

Alex Giowacky: 672 Hours @ \$80.00=\$53,760.00  
Jordan Ramsey: 16 Hours @ \$80.00=\$1,280.00  
Karia Fosset: 10 Hours @ \$80.00=\$800.00  
Carol Ann Guay: 10 Hours @ \$80.00=\$800.00  
Molly Hawkinson: 10 Hours @ \$80.00=\$800.00  
Emily Hendrickson: 10 Hours @ \$80.00=\$800.00  
Kyle Melton: 10 Hours @ \$80.00=\$800.00  
Jon Williams: 10 Hours @ \$80.00=\$800.00

Total: 748 Hours @ \$80.00=\$59,840.00

Actual 206.5 hrs @ \$80.00=\$16,520.00



STATE OF WEST VIRGINIA  
DEPARTMENT OF HEALTH AND HUMAN RESOURCES  
Bureau for Medical Services

Jeffrey H. Coben, MD  
Interim Cabinet Secretary

Cynthia E. Beane  
Commissioner

DATE: February 16, 2023  
TO: Ed Daranyi  
Berry Dunn McNeil & Parker LLC  
FROM: Lucinda Carroll  
Procurement Specialist, BMS Procurement Services  
RE: Balance closure of CDO BMS22\*20

Please be advised that there is a remaining balance on CDO BMS22\*20, for Berry Dunn McNeil & Parker LLC. This delivery order expired 10/31/2022. If you agree that all work has been invoiced, and that a remaining balance of \$185,370.00 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 [jeffrey.coben@dhhr.wv.gov](mailto:jeffrey.coben@dhhr.wv.gov). If no response is received by 03/17/2023, 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  
G. Daranyi Date: 2023.02.16  
Date: 10:36:22 -05'00'

*Robert Price*  
Agree



STATE OF WEST VIRGINIA  
DEPARTMENT OF HEALTH AND HUMAN RESOURCES  
Bureau for Medical Services

Jeffrey H. Coben, MD  
Interim Cabinet Secretary

Cynthia E. Beane  
Commissioner

DATE: February 16, 2023  
TO: Robert L. Price, CPPB, CPPO, NIGP-CPP  
Administrative Services Manager II  
FROM: Lucinda Carroll *LC*  
Procurement Specialist, BMS Procurement Services  
RE: PF1001055 CDO BMS22\*20

The West Virginia Bureau for Medical Services (BMS) respectfully requests the cancellation of the unused balance of \$185,370.00 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