



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: 05-01-2023

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 4	Procurement Folder:	1083715
Document Name:	CO 2	Reason for Modification:	Change Order 02 To extend Contract
Document Description:	CO 2 - 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 4
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000109305 THE MANAHAN GROUP LLC 222 CAPITOL ST STE 400 CHARLESTON WV 25301 US Vendor Contact Phone: 999-999-9999 Extension: Discount Details: <table border="1"> <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>0</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	0	#2	No			#3	No			#4	No			Requestor Name: Mark S Fox Requestor Phone: (304) 356-4088 Requestor Email: mark.s.fox@wv.gov <div style="text-align: center; font-size: 2em; font-weight: bold;">23</div> FILE LOCATION _____
	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 HEALTH AND HUMAN RESOURCES BBH/HF 350 CAPITOL ST, RM 350 CHARLESTON WV 25301-3702 US	PURCHASING AGENT - 304-356-4802 HEALTH AND HUMAN RESOURCES BBH/HF 350 CAPITOL ST, RM 350 CHARLESTON WV 25301-3702 US

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

ENTERED

CH 5/10/23
 PURCHASING DIVISION AUTHORIZATION
 DATE: *Tanya [Signature]* 5/10/2023
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
 DATE: *Beverly Tolson* 5-10-23
 ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order

Change Order 2 is issued to extend the original contract to September 28, 2023, according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders.

Effective date of change: May 31, 2023

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	2023-09-28				

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	2023-09-28				

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	2023-09-28				

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	2023-09-28				

Commodity Line Description: Media Buying Add-On

Extended Description:

Percentage Add-On for Media Buying = 5%

Add on Multiplier: 1.05

< 11

THE MANAHAN GROUP LLC
222 CAPITOL STREET, STE 500 / CHARLESTON, WV 25301
P: 304.343.2800 | F: 304.343.2788 / MANAHANGROUP.COM

Contract Extension - Change Order Request

April 13, 2023

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

Re: Change Order Request No. 02 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.

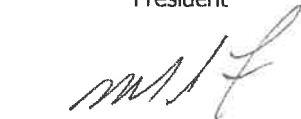
The Extended Description: Change Order No. 02 to be issued to extend the original contract to September 28, 2023 according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders. The extension of this contract is provided to complete the project only. Effective Date of Change will be May 31, 2023. There will be no other changes.

If you have questions, need additional information, or require revisions please contact myself, or Ron Jarrett, VP — Comptroller.

Regards,



Bethany West
President



Purchasing
DHHR BRH

Agreed
Heather White



STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES
Bureau for Behavioral Health

Jeffrey H. Coben, M.D.
Interim Cabinet Secretary

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

Dawn P. Frohna, MBA, CSW
Commissioner

April 18, 2023

Bryan Rosen, DHHR Purchasing Director
One Davis Square, Suite 100
Charleston, WV 25301

RE: Justification for extension of Contract CDO BBH2300000001

We have requested that the end date for CDO BBH23*01 be extended to September 28th, 2023. We had received a no cost extension on the funding that runs through that date. They are working to finish the deliverables by the current end date of May 31st, 2023. By extending our service we can ensure that they have the time to do so.

Sincerely,

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

Mark S. Fox
Procurement Officer
WV DHHR BBH

Extension
april
2023