



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: 04-21-2023

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 0511 2680 BMS2200000036 6	Procurement Folder:	1040226
Document Name:	Out-of-Pocket Maximum Phase II Project	Reason for Modification:	Change Order 2 to Extend Delivery Order
Document Description:	Out-of-Pocket Maximum Phase II Project		
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 HHR2100000003 6
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR		DEPARTMENT CONTACT		
Vendor Customer Code:	000000100150	Requestor Name:	Lucinda L Carroll	
BERRY DUNN MCNEIL & PARKER LLC 2211 CONGRESS ST		Requestor Phone:	(304) 352-4235	
PORTLAND ME 04102		Requestor Email:	lucinda.l.carroll@wv.gov	
US		<div style="text-align: center; font-size: 2em; font-weight: bold;">23</div> FILE LOCATION _____		
Vendor Contact Phone:	6813138905			Extension:
Discount Details:				
	Discount Allowed	Discount Percentage	Discount Days	
#1	No	0.0000	0	
#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

Total Order Amount:	\$277,715.00
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Purchasing Division's File Copy

ENTERED

CH 513123
 PURCHASING DIVISION AUTHORIZATION
 DATE: *T. Waynes 5/3/2023*
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
 DATE: *Beverly Toler 5-4-23*
 ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order

Change Order No. 2 is issued to extend the delivery order to 10/31/2023 according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders.

Original Service Period: 05/23/2022-10/31/2022

Change Order 1 Service Period: 05/23/2022-04/30/2023

Change Order 2 Service Period: 05/23/2022-10/31/2023

Effective date of change 05/01/2023

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	80101600	0.00000		\$0.0000	\$6,880.00
Service From	Service To	Manufacturer	Model No	Delivery Date	
2022-05-23	2023-10-31				

Commodity Line Description: Lead Project Manager: Base Year One

Extended Description:

Lead Project Manager: Base Year One

Hourly Rate: \$215.00

Ed Daranyi 32 Hours @ \$215 = \$6,880

Change Order 1: Issued to extend contract end date from 10/31/2022 to 4/30/2023.

Change Order 2: Issued to extend contract end date from 04/30/2023-10/31/2023.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	80101600	0.00000		\$0.0000	\$6,480.00
Service From	Service To	Manufacturer	Model No	Delivery Date	
2022-05-23	2023-10-31				

Commodity Line Description: Engagement Manager: Base Year One

Extended Description:

Engagement Manager: Base Year One

Hourly Rate: \$270.00

Nicole Becnel 24 hours @ \$270 = \$6,480

Change Order 1: Issued to extend contract end date from 10/31/2022 to 4/30/2023.

Change Order 2: Issued to extend contract end date from 04/30/2023-10/31/2023.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	80101600	0.00000		\$0.0000	\$240,275.00
Service From	Service To	Manufacturer	Model No	Delivery Date	
2022-05-23	2023-10-31				

Commodity Line Description: General Project Manager: Base Year One

Extended Description:

General Project Manager: Base Year One

Hourly Rate: \$175.00

Sarah Ratliff 127 hours @ \$175 = \$22,225

Crystal Fox 448 hours @ \$175 = \$78,400

Nicole Spears 512 hours @ \$175 = \$89,600

Peter Alfrey 286 hours @ \$175 = \$50,050

Total 1,373 hours @ \$175 = \$240,275

Change Order 1: Issued to extend contract end date from 10/31/2022 to 4/30/2023.

Change Order 2: Issued to extend contract end date from 04/30/2023-10/31/2023.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	80101600	0.00000		\$0.0000	\$24,080.00
Service From	Service To	Manufacturer	Model No	Delivery Date	
2022-05-23	2023-10-31				

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

Extended Description:

Project Management Support Staff: Base Year One

Hourly Rate: \$80.00

Morgan Krieger 268 hours @ \$80 = \$21,440

Caitlyn Cabral, Janine DeLorenzo, Karla Fossett, Carole Ann Guay, Molly Hawkinson, Emily Hendrickson, Bethany Pike, Jordan Ramsey 33 hours @ \$80 = \$2,640

Total: 301 hours @ \$80 = \$24,080

Change Order 1: Issued to extend contract end date from 10/31/2022 to 4/30/2023.

Change Order 2: Issued to extend contract end date from 04/30/2023-10/31/2023.



April 4, 2023

To Whom It May Concern,

BerryDunn is submitting a cost-neutral Change Request (CR) to adjust the contract end date from April 30, 2023, to October 31, 2023, for the West Virginia Department of Health and Human Resources (DHHR), Children's Health Insurance Program (CHIP) and Bureau for Medical Services (BMS) Out-of-Pocket Maximum Phase II Project (CDO BMS 22*36). The start of this project depends on implementing the Out-of-Pocket functionality, which cannot be applied until the Federal Government ends the Public Health Emergency (PHE).

Please let me know if you have any questions or would like to discuss the content of this request for the DHHR CHIP and BMS Out-of-Pocket Maximum Phase II Project.

We are pleased to have the opportunity to continue providing important project management services to the State of West Virginia.

Best Regards,

Nicole G. Bechel

Nicole Bechel
Principal
681-313-8905

[Handwritten signature]
WV DHHR / BMS date 4/16/23
Frederick S Lewis Deputy Commissioner

Robert Price
Agree

MEMORANDUM

TO: Sarah Young, Deputy Commissioner, Policy Coordination & Operations
Fred Lewis, Deputy Commissioner, Plan Management & Integrity
Susan Hall, Director of Managed Care
Stacey Shamblin, Director, WVCHIP

FROM: Nicole Becnel, Principal

RE: West Virginia Department of Health and Human Resources (DHHR) and Bureau for
Medical Services (BMS) Out-of-Pocket Maximum Phase II Project (CDO BMS 22*36) No
Cost Contract Extension

DATE: April 4, 2023

Change Request: This cost-neutral Change Request (CR) is to extend the contract end date from April 30, 2023, to October 31, 2023, due to the extension of the Public Health Emergency (PHE). The start of this project depends on implementing the Out-of-Pocket functionality, which cannot be applied until the Federal Government ends the PHE.

The following tables show a comparison of the estimate provided in the original Statement of Work (SOW) and the proposed extension of hours across roles:



Table 1: Hours and Cost Summary by Role - Original SOW and Estimated for Extension

Role	Rate	Original Total Hours	Original Total Cost	Total Estimated Hours Utilized To-Date *	Total Estimated Cost Utilized To-Date	Estimated Extension Hours Balance	Estimated Extension Balance
EM	\$270	24.0	\$6,480.00	0.0	\$0.00	24.0	\$6,480.00
LPM	\$215	32.0	\$6,880.00	1.9	\$408.50	30.1	\$6,471.50
GPM	\$175	1,373.0	\$240,275.00	11.6	\$2,030.00	1361.4	\$238,245.00
SS	\$80	301.0	\$24,080.00	2.5	\$200.00	298.5	\$23,880.00
Total		1,730.0	\$277,715.00	16.0	\$2,638.50	1714.00	\$275,076.50

* Estimated project hours used based on February 2023 Invoices

Table 2: Monthly Estimated Hours for Extension Months by Role

Commodity Line	Role	M1	M2	M3	M4	M5	M6	Totals
2	EM	4.0	4.0	4.0	4.0	4.0	4.0	24.0
1	LPM	5.1	5.0	5.0	5.0	5.0	5.0	30.1
4	GPM	227.4	227.0	227.0	227.0	227.0	226.0	1,361.4
5	SS	50.5	50.0	50.0	50.0	49.0	49.0	298.5
Grand Total		287.0	286.0	286.0	286.0	285.0	284.0	1,714.0



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

Jeffrey H. Cohen, MD
Interim Cabinet Secretary

Cynthia E. Beane
Commissioner

TO: Robert L. Price, CPPO, CPPB, NIGP-CPP
Administrative Services Manager II
WV DHHR Office of Purchasing

FROM: Lucinda Carroll *LC*
Procurement Specialist, BMS Procurement Services

DATE: April 14, 2023

RE: PF1040226, CDO BMS22*36 Change Order 2

The West Virginia Bureau for Medical Services (BMS) respectfully requests approval Change Order No. 2 to the above-referenced CDO for services performed by Berry, Dunn, McNeil & Parker, LLC under PF785940, CMA HHR21*03.

The purpose of this change order is to extend the contract end date from 4/30/23 to 10/31/23, due to the extension of the Public Health Emergency (PHE).

Thank you for your time and consideration in this matter. If you have questions or need additional information, please feel free to contact me at 304-352-4235 or lucinda.l.carroll@wv.gov.

Robert Price
Agree