



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: 02-01-2024

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 2673 BMS2400000024 1	Procurement Folder:	1370174
Document Name:	Opt Services Special Incident Case Mngt	Reason for Modification:	
Document Description:	Opt Services Special Incident Case Mngt		
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 BMS2300000007 1
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	000000125086	Requestor Name:	Lakendra R Burdette
KEYSTONE PEER REVIEW ORGANIZATION LLC 424 CHURCH STREET		Requestor Phone:	3043524319
NASHVILLE TN 37219		Requestor Email:	lakendra.burdette@wv.gov
US			
Vendor Contact Phone:	717-265-7038 Extension:		
Discount Details:			
	Discount Allowed	Discount Percentage	Discount Days
#1	No	0.0000	0
#2	No		
#3	No		
#4	No		

24
 FILE LOCATION _____

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: \$644,650.56

Purchasing Division's File Copy

CH 2/7/24
 PURCHASING DIVISION AUTHORIZATION
 DATE: *Tara Fe 2/7/2024*
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
 DATE: *Jan 28 2-8-24*
 ELECTRONIC SIGNATURE ON FILE

Extended Description:

Optional Services Special Incident Case Management for BMS Optional Services-Base Year One-Online Case Management Services and BMS Optional Services-Base Year One-Online Case Management Services.

Implementation service period 02/15/2024 - 05/14/2024 total cost \$446,662.06

Operations service period 05/15/2024 - 07/31/2024 2.5 months at \$79,195.40 = \$197,988.50

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	80000000	2.50000	EA	\$79,195.4000	\$197,988.50
Service From	Service To	Manufacturer	Model No	Delivery Date	
2024-05-15	2024-07-31	KEPRO			

Commodity Line Description: BMS Optional Services-Base Year One-Online Case Management S

Extended Description:

Utilization Management and Prior Authorization Services

BMS Optional Services-Base Year One-Online Case Management Service

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	80000000	1.00000	EA	\$446,662.0600	\$446,662.06
Service From	Service To	Manufacturer	Model No	Delivery Date	
2024-02-15	2024-05-14	KEPRO			

Commodity Line Description: BMS Optional Services-Base Year One-Online Case Management S

Extended Description:

Utilization Management and Prior Authorization Services

BMS Optional Services-Base Year One-Online Case Management Service

VENDOR CUSTOMER CODE	SUPPLIER PART NUMBER	SUPPLIER NAME	MANUFACTURER NAME	MANUFACTURER PART NUMBER	COMMODITY CODE	ITEM DESCRIPTION	UNIT OF MEASURE	LIST PRICE	DELIVERY DAYS
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Row 57 on excel spreadsheet

00000125086	56A	KEPRO	KEPRO	56	80000000	BMS Optional Services-Base Year One-Online Case Management System with Integrated Incident Reporting/Management (IMS) for Home and Community-Based Services (HCBS)	EA	79185.4	1
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Row 58 on excel spreadsheet

00000125086	57A	KEPRO	KEPRO	57	80000000	BMS Optional Services-Base Year One-Online Case Management System with Integrated Incident Reporting/Management (IMS) for Home and Community-Based Services (HCBS) Start up	EA	445652.06	1
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OK
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Arg,
 checks out
 on CMA BMS23K07
 Catalog Pricing
 Tax




STATE OF WEST VIRGINIA
DEPARTMENT OF HUMAN SERVICES
BUREAU FOR MEDICAL SERVICES

Cynthia A. Persily, Ph.D.
Cabinet Secretary

Cynthia Beane
Commissioner

DATE: January 31, 2024

TO: Crystal Hustead
Senior Buyer
State of West Virginia Purchasing Division

FROM: Althea Greenhowe 
Procurement Specialist, Senior
Office of Shared Administration/Purchasing

RE: PF1370174, CDO BMS24*24
Dept 0511

The West Virginia Bureau for Medical Services (BMS) respectfully requests the approval of the above-referenced CDO for the utilization of Optional Services Special Incident Case Management.

The service period for Implementation is 02/15/2024 through 05/14/2024 for a total cost of \$446,662.06. The service period for Operation Services is 05/15/2024 through 07/31/2024 for a quantity/unit of 2.5 at \$79,195.40 cost per quantity/unit for a total cost of \$197,988.50.

Please feel free to contact me if additional documentation or details are needed. I can be reached at 304-352-3924 or althea.m.greenhowe@wv.gov. Thank you for your time and consideration in this matter.





STATE OF WEST VIRGINIA
DEPARTMENT OF HUMAN SERVICES
BUREAU FOR MEDICAL SERVICES

Cynthia A. Persily, Ph.D.
Cabinet Secretary

Cynthia Beane
Commissioner

DATE: February 1, 2024
TO: Office of Shared Administration/Finance
FROM: Lakendra Burdette *LB*
Procurement Specialist
RE: PF1370174, CDO BMS24*24
Dept 0511

Funding memo

The West Virginia Bureau for Medical Services (BMS) is submitting this funding memo related to the above-referenced delivery order anticipates making payments for months 1-6 in SFY 25. The implementation will not be invoiced until the implementation period is complete, and all payments are expected to process in SFY25.

Contract service period: 02/15/2024 – 07/31/2024. Funding allocation table below:
CDO BMS24*24
Optional Services Special Incident Case
Management

<i>02/15/2024 - 07/31/2024</i>	
Implementation	Operations
PR07 SYF25 02/15/24-05/14/24	PR07 SYF25 05/15/24-07/31/24
Total Cost: \$446,662.06	2.5 Months @ \$79,195.40 = \$197,988.50

Total: \$ 446,662.06 Total: \$197,988.50

Grand Total : \$644,650.56

Please feel free to contact me if additional documentation or details are needed. I can be reached at 304-352-4319 or lakendra.burdette@wv.gov. Thank you for your time and consideration in this matter.





Greenhowe, Althea M <althea.m.greenhowe@wv.gov>

CMA BMS23*07

Dowden, Jimmy K <jimmy.k.dowden@wv.gov> Mon, Jan 22, 2024 at 5:47 PM
To: "Price, Robert L." <robert.l.price@wv.gov>; Bryan Rosen <bryan.d.rosen@wv.gov>; "Greenhowe, Althea M" <althea.m.greenhowe@wv.gov>

Please see response from the Director.

Jimmy Dowden, WVPBC
Administrative Services Manager II
Director, Office of Procurement Services
Bureau for Medical Services
West Virginia Department of Human Services
350 Capitol Street, Rm 251
Charleston, WV 25301
M: 304.558.1700
D: 304.352.4286 | dhhr.wv.gov
Email: Jimmy.K.Dowden@wv.gov

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----- Forwarded message -----
From: Hill, Randall K <randall.k.hill@wv.gov>
Date: Mon, Jan 22, 2024, 4:56 PM
Subject: Re: CMA BMS23*07
To: Dowden, Jimmy K <jimmy.k.dowden@wv.gov>

We need a parallel period so that providers can continue submitting incidents in the existing system while we're configuring and testing the new system, creating the providers user accounts, and training them on the new system before it goes live.

Regarding the ramifications if there were an incident, if he's asking what would happen if providers are unable to submit incidents on or before the date the existing system is shut down, we'd have to inform CMS and assure them that we have a workaround in place that allows us to continue receiving and monitoring incidents. This would probably be a paper incident reporting form that would be emailed to us. We'd have to manually enter the incident data into a spreadsheet so that we can perform the required follow-up, tracking and reporting. Then, once the new system is live, we may be able to upload the data from the spreadsheet but there's a good chance we'd have to manually enter it in the new system.

On Thu, Jan 18, 2024 at 5:43 PM Dowden, Jimmy K <jimmy.k.dowden@wv.gov> wrote:

Jimmy Dowden, WVPBC
Administrative Services Manager II
Director, Office of Procurement Services
Bureau for Medical Services
West Virginia Department of Human Services
350 Capitol Street, Rm 251
Charleston, WV 25301
M: 304.558.1700
D: 304.352.4286 | dhhr.wv.gov
Email: Jimmy.K.Dowden@wv.gov

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----- Forwarded message -----
From: Price, Robert L. <robert.l.price@wv.gov>
Date: Thu, Jan 18, 2024, 4:50 PM
Subject: Re: CMA BMS23*07
To: Dowden, Jimmy K <jimmy.k.dowden@wv.gov>
Cc: Greenhowe, Althea M <althea.m.greenhowe@wv.gov>; Rosen, Bryan D <bryan.d.rosen@wv.gov>

What is the rationale for a parallel period? What would be the ramifications if there were an incident?



Robert Price, CPPD, CPPB, NIGP-CPP

Administrative Services Manager II

Office of Shared Administration

West Virginia Departments of Health, Health Facilities, and Human Services

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On Thu, Jan 18, 2024 at 3:35 PM Dowden, Jimmy K <jimmy.k.dowden@wv.gov> wrote:

Bobby,

BMS is wanting to utilize the optional service with Kepro (CMA BMS23*07) for the following:

BMS Optional Services-Base Year One-Online Case Management System with integrated Incident Reporting/Management (IMS) for Home and Community-Based Services (HCBS)

BMS Optional Services-Base Year One-Online Case Management System with integrated Incident Reporting/Management (IMS) for Home and Community-Based Services (HCBS) Start up

The existing contract with Wellsky (CMA BMS22*03) expires 6/14/24.

I need some guidance on how to use the optional service with Kepro. The pricing page included a 3 month startup period, which BMS is wanting ASAP. The year one base contract period was a 3 month implementation with 9 months of operations. However, as we did not take the optional service at the onset of the Kepro contract, what would we need to do to make this work? The program manager told me today that he would like to have a 1 month parallel testing period if at all possible.

Thanks in advance for your input.



Jimmy Dowden, WVPHC
Director, Procurement Services
Bureau for Medical Services
West Virginia Department of Human Services
350 Capitol Street, Rm 251
Charleston, WV 25301
M: 304.358.1700
D: 304.352.4286 | dhhr.wv.gov
Email: Jimmy.K.Dowden@wv.gov

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KEYSTONE PEER REVIEW ORGANIZATION, LLC

** See Attached **

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC Limited Liability Company	1/17/2023		1/17/2023	Foreign	Profit			

Organization Information			
Business Purpose	Capital Stock		
Charter County		Control Number	9B3T8
Charter State	PA	Excess Acres	
At Will Term	A	Member Managed	MBR
At Will Term Years		Par Value	
Authorized Shares		Young Entrepreneur	Not Specified

Addresses	
Type	Address
Designated Office Address	1007 BULLITT ST. SUITE 200 CHARLESTON, WV, 25301 USA
Mailing Address	777 EAST PARK DRIVE HARRISBURG, PA, 25301 USA
Notice of Process Address	CORPORATION SERVICE COMPANY 209 WEST WASHINGTON STREET CHARLESTON, WV, 25302 USA
Principal Office Address	1007 BULLITT ST. SUITE 200 CHARLESTON, WV, 25301 USA
Type	Address

Officers	
Type	Name/Address
Member	KEYSTONE PEER REVIEW ORGANIZATION HOLDINGS, LLC 777 EAST PARK DRIVE HARRISBURG, PA, 17111 USA
Type	Name/Address

DBA			
DBA Name	Description	Effective Date	Termination Date
ACENTRA HEALTH	TRADENAME	8/8/2023	
DBA Name	Description	Effective Date	Termination Date

[File Your Current Year Annual Report Online Here](#)

For more information, please contact the Secretary of State's Office at 304-558-8000.

Wednesday, February 7, 2024 — 1:26 PM

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Vendor/Customer

Address

Address Type	Street 1	City	State/Province	Zip/Postal Code	Principal Contact
✓ Ordering	424 CHURCH STREET	NASHVILLE	TN	37219	
Payment	777 EAST PARK DR	HARRISBURG	PA	171112754	Mark Erb
Ordering	777 EAST PARK DR	HARRISBURG	PA	171112754	Jill Hawthorne

First Prev Next Last

Save Undo Delete Insert Copy Paste

Vendor/Customer : 000000125086

Active From : 06/08/2023

KEYSTONE PEER REVIEW ORGANIZATION LLC

Active To :

Address Type : Ordering

Default Record :

Division/Department :

Mail Returned :

Additional Address Info :

Active Address : Yes

Prevent New Spending :

Default Currency : USD - US Dollar

Address Information

Address ID : AD000001

Country Phone Code : 1

Street 1 : 424 CHURCH STREET

Phone : 216-392-2833

Street 2 : SUITE 2200

Phone Extension :

City : NASHVILLE

County :

State/Province : TN

County Name :

Zip/Postal Code : 37219

Country : US

DUNS :

Extended DUNS :

Unique Entity Identifier :

CAGE Code :

Prenote/EFT

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Contact Address Information

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