



Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

State of West Virginia Master Agreement

Order Date: 08-13-2024

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:	CMA 0511 2672 BMS220000002 4	Procurement Folder:	998412
Document Name:	RETROSPECTIVE DRUG UTILIZATION REVIEW SERVICES	Reason for Modification:	Change Order 03 To Renew Contract
Document Description:	RETROSPECTIVE DRUG UTILIZATION REVIEW SERVICES		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2022-11-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-10-31

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000125086 KEYSTONE PEER REVIEW ORGANIZATION LLC 777 EAST PARK DR HARRISBURG PA 171112754 US Vendor Contact Phone: 717-265-7038 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: Lakendra R Burdette Requestor Phone: (304) 352-4319 Requestor Email: lakendra.burdette@wv.gov <div style="text-align: center; font-size: 2em; font-weight: bold;">2025</div> FILE LOCATION _____
	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

8/14/24 6C

Purchasing Division's File Copy

Total Order Amount:	Open End
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CH 8/13/24
 PURCHASING DIVISION AUTHORIZATION
 DATE: *Tanya Ju 8/14/24*
 ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM
 DATE: *John S. Gray*
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
 DATE: *8/14/24*
 ELECTRONIC SIGNATURE ON FILE

8/19/2024

Extended Description:

Change Order 3

Change Order No. 3 is issued to renew the original contract according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders.

Effective date of renewal 11/01/2024 through 10/31/2025

Renewal Years Remaining: One (1)

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	85111617				0.000000
	Service From	Service To		Service Contract Amount	
	2022-11-01	2022-12-31		47760.00	

Commodity Line Description: Start Up Costs

Extended Description:

Year 1-Start Up Costs-2 Months

Total Amount: \$47,760.00

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	85111617				0.000000
	Service From	Service To		Service Contract Amount	
	2023-01-01	2023-10-31		201240.00	

Commodity Line Description: Annual Not to Exceed Costs (All Services)-Year 1

Extended Description:

Annual Not to Exceed Costs (All Services)-Year 1 (10 Months)

Total Cost: \$201,240.00

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	85111617				0.000000
	Service From	Service To		Service Contract Amount	
	2023-01-01	2023-10-31		0.00	

Commodity Line Description: Additional Services (All Inclusive Hourly Rate)-Year 1

Extended Description:

Additional Services (All Inclusive Hourly Rate) -Year 1 (10 Months)

Hourly Rate: \$156.00

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	85111617				0.000000
	Service From	Service To		Service Contract Amount	
	2023-11-01	2024-10-31		252370.00	

Commodity Line Description: Annual Not to Exceed Costs (All Services)-Opt Ren Year 1

Extended Description:

Annual Not to Exceed Costs (All Services)-Optional Renewal Year 1

Total Cost: \$252,370.00

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	85111617				0.000000
	Service From	Service To		Service Contract Amount	
	2023-11-01	2024-10-31		0.00	

Commodity Line Description: Additional Services (All Inclusive Hourly Rate)-Opt RenYear1

Extended Description:

Additional Services (All Inclusive Hourly Rate) -Optional Renewal Year 1
Hourly Rate: \$158.34

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
6	85111617				0.000000
	Service From	Service To		Service Contract Amount	
	2024-11-01	2025-10-31		256156.00	

Commodity Line Description: Annual Not to Exceed Costs (All Services)-Opt Ren Year 2

Extended Description:

Annual Not to Exceed Costs (All Services)-Optional Renewal Year 2
Total Cost: \$256,156.00

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
7	85111617				0.000000
	Service From	Service To		Service Contract Amount	
	2024-11-01	2025-10-31		0.00	

Commodity Line Description: Additional Services (All Inclusive Hourly Rate)-Opt Ren Yr 2

Extended Description:

Additional Services (All Inclusive Hourly Rate) X 100 Hours (Estimated)-Optional Renewal Year 2
Hourly Rate: \$160.72



Accelerating Better Outcomes

May 7, 2024


West Virginia Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 23505-0130
Attention: Lakendra Burdette

Dear Ms. Burdette:

This letter shall serve to notify you of Keystone Peer Review Organization, LLC d/b/a Acentra Health's intent to renew the Master Agreement between Keystone Peer Review Organization, LLC and the State of West Virginia identified as CMA BMS2200000002 (the "Agreement") according to the terms and conditions and all authorized change orders set forth in the Agreement.

The Agreement effective date is 11/1/2024 through 10/31/2025 and there is one (1) remaining renewal. We look forward to receiving a copy of an amendment to the Agreement.

Sincerely,

DocuSigned by:

7BCF0EC2F93F4F8...

Meghan Harris
President and Chief Operations Officer

^{Ok}


**RFQ BMS19*01 Cost Comparison
Keystone (Kepro)**

CL1	Startup	\$47,760.00	Year 1 Total	\$264,600.00
CL2	Annual Not to exceed Costs-Y1	\$201,240.00	Year 1 Service Period	11/1/22-10/31/23
CL3	Additional Services Y1	\$15,600.00		
CL4	Annual Not to exceed Costs-RY1	\$252,370.00	Renewal year 1 Total	\$268,204.00
CL5	Additional Services RY1	\$15,834.00	Renewal year 1 Service Period:	11/1/23-10/31/24
CL6	Annual Not to exceed Costs-RY2	\$256,156.00	Renewal year 2 Total	\$272,228.00 *
CL7	Additional Services RY2	\$16,072.00	Renewal year 2 Service Period:	11/1/24-10/31/25 *
CL8	Annual Not to exceed Costs-RY3	259,998.00	Renewal year 3 Total	\$276,311.00
CL9	Additional Services RY2	16,313.00	Renewal year 3 Service Period:	11/1/25-10/31/26
Grand Total		\$1,081,343.00		

Ok
Althea Greenhowe



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

Cynthia A. Persily, Ph.D.
Cabinet Secretary

Cynthia Beane
Commissioner

DATE: May 20, 2024

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

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

RE: PF98412, CMA BMS22*02 – Change Order 3
Dept 0511

The West Virginia Bureau for Medical Services (BMS) respectfully requests the approval of the above-referenced change order with Keystone Peer Review Organization LLC for Retrospective Drug Utilization Review Services. Change Order No. 3 is issued to renew the original contract according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders.

At this time, we are also requesting the contract renewal of CMA BMS 22*02. The service period will be 11/01/2024-10/31/2025 with one (1) renewal years remaining.

The original contract, including all terms, conditions, prices, specifications, and change order contained therein remain in full force and effect.

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 304-352-3924 or althea.m.greenhowe@wv.gov.



COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>Crystal Husted</u> Date: <u>8/13/24</u> Solicitation No. <u>CMA BMS22*02</u>	Agency: DoHS-BMS Procurement Officer Submitting Requisition: Althea Greenhowe Requisition No. CMA BMS22*02 CRQM BMS 22*02 PF No.: 998412
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This checklist **MUST** be completed by a state agency's designated procurement officer and submitted with the Purchase Requisition to the Purchasing Division. The purpose of the checklist is to verify that an agency procurement officer has obtained and included required documentation necessary for the Purchasing Division to process the requisition without future processing disruptions. At the agency's preference, the agency **MUST** either submit the checklist by attaching it to the requisition's Header **OR** by placing it in the requisition's Procurement Folder.

FOR ALL SOLICITATION TYPES:

#	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
1	Specifications and Pricing Page included	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Use of most current terms and conditions (www.state.wv.us/admin/purchase/TCP.pdf)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
10	Insurance requirements				
	Commercial General Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Workers' Compensation/Employer's Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Cyber Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Builder's Risk/Installation Floater	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Professional Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FOR CHANGE ORDERS/RENEWALS:

1	Two-party agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Office of Technology CIO approval	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4	Justification for price increases/backdating/other	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Secretary of State Verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	State debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	Federal debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**The items pre-checked are required before a Purchase Requisition may be submitted to the Purchasing Division. Failure to complete and verify this documentation may result in rejection of the requisition back to the agency. It is up to the agency procurement officer to determine if pre-approvals, insurance, or other documentation is needed for the purchase. The referenced information below may be used to make this determination.*

For Purchasing Division Use Only:

I have reviewed the requisition identified above and find that it is sufficient to advertise publicly to the vendor community. My review does not preclude the possibility that the vendor community, or some other entity, will identify an area of concern; however, should such issues or concerns arise, they will be reviewed and addressed as may be appropriate.

Signature: _____

Crystal Hustead




STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
OFFICE OF TECHNOLOGY
State Capitol
Charleston, West Virginia 25305

Mark D. Scott
Cabinet Secretary

Joshua D. Spence
Chief Information Officer

MEMORANDUM

TO: Bonnie Brady, Procurement Associate
Department of Health and Human Resources

FROM: Joshua D. Spence, Chief Information Officer 
Office of Technology

SUBJECT: INFORMATION TECHNOLOGY PROCUREMENT
HR002850 CRFQ BMS22*01 IS&C NUMBER: 2022-9048

DATE: April 7, 2022

West Virginia Code §5A-6-4(a)(3) permits the Chief Technology Officer to “evaluate the economic justification, system design and suitability of information equipment and related services, and review and make recommendations on the purchase, lease or acquisition of information equipment and contracts for related services by the state spending units.”

West Virginia Code §5A-6-4c requires that the Chief Technology Officer review and approve “a major information technology project.”

West Virginia Code §5A-6-5 requires that “any state spending unit that pursues an information technology purchase that does not meet the definition of a ‘major technology project’ and that is required to submit a request for proposal to the State Purchasing Division prior to purchasing goods or services shall obtain the approval of the Chief Technology Officer, in writing, of any proposed purchase of goods or services related to its information technology and telecommunication systems.

After conducting a review of your request for 2022-9048 Retrospective Drug Utilization Review Services for blanket contract award and optional renewal years for CRFQ BMS22*01(RetroDUR RFQ) (HR002850), the Office of Technology has determined:

That your request is approved.

That your request is not subject to the review and approval provisions contained in Chapter 5A, Article 6 of the Code, therefore, it does not need approval by the Office of Technology.

This memorandum constitutes this office's official review and a copy should be attached to your purchase order and any other correspondence related to this request.

If you have questions, or need additional information, please contact Consulting Services at Consulting.Services@wv.gov.

- Any Words (i)
- All Words (i)
- Exact Phrase (i)

e.g. 123456789, Smith Corp

"KEYSTONE PEER REVIEW ORGANIZATION LLC" ×

- Classification ▼
- Excluded Individual ▼
- Excluded Entity ▼
- Federal Organizations ▼
- Exclusion Type ▼
- Exclusion Program ▼
- Location ▼
- Dates ▼

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NOTICE: The West Virginia Secretary of State's Office makes every reasonable effort to ensure the accuracy of information. However, we make no representation or warranty as to the correctness or completeness of the information. If information is missing from this page, it is not in the The West Virginia Secretary of State's database.

KEYSTONE PEER REVIEW ORGANIZATION, LLC

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	5416 - Professional, Scientific and Technical Servies - Professional, Scientific and Technical Servies - Management, Scientific and Tech Consulting Services (administrative, general, HR, marketing, process, physical distribution, logistics, environmental)				Capital Stock				
Charter County	Kanawha			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
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Addresses	
Type	Address
Designated Office Address	1007 BULLITT ST. SUITE 200 CHARLESTON, WV, 25301 USA
Mailing Address	777 EAST PARK DRIVE HARRISBURG, PA, 17111 USA
Notice of Process Address	CORPORATION SERVICE COMPANY 209 WEST WASHINGTON STREET CHARLESTON, WV, 25302
Principal Office Address	777 EAST PARK DRIVE HARRISBURG, PA, 17111 USA
Type	Address

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

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

Annual Reports	
Filed For	
2024	
Date filed	

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

Monday, August 12, 2024 — 11:05 AM

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