



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: 01-16-2025

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 2662 BMS2500000024 1	Procurement Folder:	1606454
Document Name:	CDO for CMA BMS24*03 November 2024	Reason for Modification:	
Document Description:	CDO for CMA BMS24*03 November 2024		
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 BMS2400000003 1
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	VS0000009556	Requestor Name:	Lakendra R Burdette
PALCO INC		Requestor Phone:	304-352-4319
17300 CHENAL PKWY STE 300		Requestor Email:	lakendra.burdette@wv.gov
LITTLE ROCK	AR		
US	72223		
Vendor Contact Phone:	501-658-1075		
Extension:			
Discount Details:			
	Discount Allowed	Discount Percentage	Discount Days
#1	No	0.0000	0
#2	No		
#3	No		
#4	No		

**2025**  
FILE LOCATION \_\_\_\_\_

INVOICE TO	SHIP TO
PROCUREMENT OFFICER: 304-352-4286	PROCUREMENT OFFICER: 304-352-4286
HEALTH AND HUMAN RESOURCES	HEALTH AND HUMAN RESOURCES
BUREAU FOR MEDICAL SERVICES	BUREAU FOR MEDICAL SERVICES
350 CAPITOL ST, RM 251	350 CAPITOL ST, RM 251
CHARLESTON	CHARLESTON
WV 25301-3709	WV 25301-3709
US	US

Purchasing Division's File Copy

Total Order Amount: \$879,150.00

PURCHASING DIVISION AUTHORIZATION

DATE: 1/27/25  
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION

DATE: 2-4-25  
ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

Confirming Delivery Order for services provided during the month of November 2024 under invoice 202411WVPM  
Total: \$879,150.00

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	80000000	0.00000		\$0.0000	\$372,260.00
Service From	Service To	Manufacturer	Model No	Delivery Date	
2024-11-01	2024-11-30				

**Commodity Line Description:** Fiscal Agent Support BY 1 (9 Months)

**Extended Description:**

Fiscal Agent Support Base Year One (9 Months)

Cost Per Member: \$70.00

Confirming order for services provided under invoice 202411WVPM (November 2024)

5,318 x \$70.00 = \$372,260.00

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	80000000	0.00000		\$0.0000	\$1,680.00
Service From	Service To	Manufacturer	Model No	Delivery Date	
2024-11-01	2024-11-30				

**Commodity Line Description:** Fiscal Agency Supp for ADW Comm Trans Svc BY1-(9 Months)

**Extended Description:**

Fiscal Agency Support for ADW Community Transition Services-Base Year 1-(9 Months)

Cost Per Member: \$70.00

Confirming order for services provided under invoice 202411WVPM (November 2024)

24 x \$70.00 = \$1,680.00

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	80000000	0.00000		\$0.0000	\$505,210.00
Service From	Service To	Manufacturer	Model No	Delivery Date	
2024-11-01	2024-11-30				

**Commodity Line Description:** Opt Svc-Resource Consulting (Waivers/TMH)-BY 1 (9 Mo)

**Extended Description:**

Optional Service-Resource Consulting (Waivers/TMH)-Base Year 1 (9 Months)

Cost Per Member: \$95.00

Confirming order for services provided under invoice 202411WVPM (November 2024)

5,318 x \$95.00 = \$505,210.00



www.palcofirst.com

17300 Chenal Parkway Ste. 300

Little Rock, AR 72223

Post Office Box 242930 - Little Rock, AR 72223

Phone: 501.604.9936 or 866.710.0456 - Fax: 501.821.0045

TDD/TTY: Relay Service 711

Invoice #

2024-11\_WV\_PM

Invoice Type:

Original

Invoice Date:

12/3/2024

Payment Terms: Net 30

Bill To:

Bureau for Medical Services

Attn:

350 Capitol Street, Room 251

Charleston, WV 25301-3706

Make checks payable to Palco, Inc.

Payment is due in 30 days.

Thank you for your business!

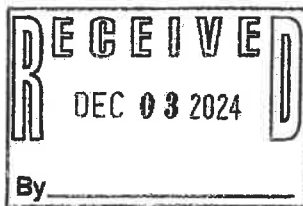
Service Start Date:

11/1/2024

Service End Date:

11/30/2024

Description	Quantity	Unit Price	Total
Fiscal Agent Support (ADW, IDWW, TBIW)	5318	\$70.00	\$372,260.00
Resource Consulting (ADW, IDWW, TBIW)	5318	\$95.00	\$505,210.00
Fiscal Agency Support for ADW Comm Trans Svc	24	\$70.00	\$1,680.00
Total Due:			\$879,150.00



I HEREBY CERTIFY THAT THE ITEMS  
LISTED HEREON HAVE BEEN RECEIVED  
AND APPROVED FOR PAYMENT.

PROGRAM APPROVAL SIGNATURE:

PRINTED NAME:

DATE:

*Randall K Hall*  
Randall K Hall  
12-4-2024

I HEREBY CERTIFY THAT THE ITEMS  
LISTED HEREON HAVE BEEN RECEIVED  
AND APPROVED FOR PAYMENT.

PROGRAM APPROVAL SIGNATURE:

PRINTED NAME:

DATE:

*Brian Holstine*  
Brian Holstine  
12/4/2024

OK  
*Althea Greenhouse*



## PMPM Billing

TMH Personal Options PMPM Billing: November 2024

Program	Palco ID	Medicaid No.	First Name	Last Name	Enrollment Status	Current Member Status Date	SD/Traditional
TMH	309313	00504470705 ✓			Active	6/14/2024	Traditional
TMH	309317	00404517079 ✓			Active	6/14/2024	Traditional
TMH	310056	00500265122 ✓			Active	7/2/2024	Traditional
TMH	310127	00206998858 ✓			Active	7/12/2024	Traditional
TMH	310324	00606864647 ✓			Active	7/26/2024	Traditional
TMH	310431	00100268601 ✓			Active	7/29/2024	Traditional
TMH	310689	00903938772 ✓			Active	8/6/2024	Traditional
TMH	311328	00104159345 ✓			Active	9/4/2024	Traditional
TMH	311330	00704298554 ✓			Active	9/5/2024	Traditional
TMH	311331	00802106713 ✓			Active	9/4/2024	Traditional
TMH	311334	00300500594 ✓			Active	9/9/2024	Traditional
TMH	311441	00000455599 ✓			Active	9/9/2024	Traditional
TMH	311592	00600119846 ✓			Active	9/18/2024	Traditional
TMH	311619	00302438855 ✓			Active	9/9/2024	Traditional
TMH	311634	00205559641 ✓			Active	9/9/2024	Traditional
TMH	311664	00601065784 ✓			Active	9/20/2024	Traditional
TMH	312293	00401242749 ✓			Active	10/17/2024	Traditional
TMH	312553	00506327445 ✓			Active	10/14/2024	Traditional
TMH	312554	00802630258 ✓			Active	10/28/2024	Traditional
TMH	312980	00300241653 ✓			Active-NEW	11/12/2024	Traditional
TMH	313222	00306583314 ✓			Active-NEW	11/19/2024	Traditional
TMH	313237	00003470653 ✓			Active-NEW	11/20/2024	Traditional
TMH	313238	00805198938 ✓			Active-NEW	11/21/2024	Traditional
TMH	313329	00300408657 ✓			Active-NEW	11/22/2024	Traditional



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

Alex Mayer  
Cabinet Secretary

Cynthia Beane  
Commissioner

DATE: January 15, 2025

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

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

RE: PF1606454, CDO BMS25\*24  
Dept 0511

The West Virginia Bureau for Medical Services (BMS) respectfully requests the approval of the above-referenced CDO for services performed by Palco, Inc. during the month of November 2024, under PF1187213 CMA BMS24\*03.

The service period is 11/01/2024 through 11/30/2024 for a total cost of \$879,150.00

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](mailto:althea.m.greenhowe@wv.gov). Thank you for your time and consideration in this matter.



- ☐ Any Words ⓘ
- ☐ All Words ⓘ
- ☐ Exact Phrase ⓘ

e.g. 123456789, Smith Corp

"PALCO INC"

×

Classification



Excluded Individual



Excluded Entity



Federal Organizations



Exclusion Type



- ✓ Ineligible (Proceedings Pending)
- ✓ Ineligible (Proceedings Complete)
- ✓ Prohibition/Restriction
- ✓ Voluntary Exclusion

Exclusion Program



Location



Dates



Reset



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## West Virginia Secretary of State — Online Data Services

### Business and Licensing

Online Data Services Help

### Business Organization Detail

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#### PALCO, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C   Corporation	12/20/2023		12/20/2023	Foreign	Profit			

Organization Information		
Business Purpose	Capital Stock	
Charter County	Control Number	
Charter State	AR	Excess Acres
At Will Term	Member Managed	
At Will Term Years	Par Value	
Authorized Shares	Young Entrepreneur	No

#### Addresses

Type	Address
<b>Local Office Address</b>	17300 CHENAL PKWY STE 300 LITTLE ROCK, AR, 72223
<b>Mailing Address</b>	17300 CHENAL PKWY STE 300 LITTLE ROCK, AR, 72223 USA
<b>Notice of Process Address</b>	NORTHWEST REGISTERED AGENT LLC 110 MAIN ST BECKLEY, WV, 25801
<b>Principal Office Address</b>	17300 CHENAL PKWY STE 300 LITTLE ROCK, AR, 72223 USA
Type	Address

Officers	
Type	Name/Address
<b>President</b>	ALICIA PALADINO 17300 CHENAL PKWY LITTLE ROCK, AR, 72223
Type	Name/Address

Annual Reports	
<b>Filed For</b>	
2024	
<b>Date filed</b>	

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

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

Wednesday, January 15, 2025 — 4:08 PM

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Hustead, Crystal G <crystal.g.hustead@wv.gov>

## Fwd: Delivery Order Approval

1 message

Greenhowe, Althea M <althea.m.greenhowe@wv.gov>  
To: Crystal G Hustead <crystal.g.hustead@wv.gov>

Tue, Feb 4, 2025 at 8:13 AM

This was before the memo came out. Will it be ok?

----- Forwarded message -----

From: **Capehart, Curtis RA** <curtis.r.a.capehart@wv.gov>  
Date: Mon, Feb 3, 2025 at 8:56 PM  
Subject: Re: Delivery Order Approval  
To: Greenhowe, Althea M <althea.m.greenhowe@wv.gov>

Thanks for the clarification confirmation. Approved.

**Curtis R. A. Capehart**

Director of Policy - Office of Governor

Office: 304-558-2000 |

curtis.r.a.capehart@wv.gov | Governor.wv.gov

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On Mon, Feb 3, 2025 at 8:09 AM Greenhowe, Althea M <althea.m.greenhowe@wv.gov> wrote:

Yes, it's what we call a confirmation delivery order.

Thanks,  
Althea

On Sun, Feb 2, 2025 at 5:07 PM Capehart, Curtis RA <curtis.r.a.capehart@wv.gov> wrote:  
Althea,

Is this just an invoice for services already rendered back in November 2024?

Best,

**Curtis R. A. Capehart**

Director of Policy - Office of Governor

Office: 304-558-2000 |

curtis.r.a.capehart@wv.gov | Governor.wv.gov

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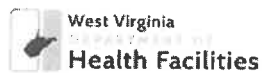
On Wed, Jan 22, 2025 at 2:25 PM Greenhowe, Althea M <althea.m.greenhowe@wv.gov> wrote:

Good afternoon,

I am reaching out for approval of CDO 0511 BMS25\*24 in the amount of \$879,150.00. Invoice attached.

Thanks,  
Althea

--



**Althea Greenhowe**

Procurement Specialist, Senior

Office of Shared Administration

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

One Davis Square, Ste 100W

Charleston, WV 25301

P: 304-352-3924 | [dhhr.wv.gov](http://dhhr.wv.gov)

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**Althea Greenhowe**

Procurement Specialist, Senior

Office of Shared Administration

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

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**Althea Greenhowe**

Procurement Specialist, Senior

Office of Shared Administration

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

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