



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: 05-14-2025

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 2688 BMS2500000039 1	Change Order No:	Procurement Folder:	1697269
Document Name:	M/S Oversight 05/15/2025-02/14/2026	Reason for Modification:		
Document Description:	M/S Oversight 05/15/2025-02/14/2026			
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 BMS2200000001 1		
Free on Board:	FOB Dest, Freight Prepaid			

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000191225 MYERS & STAUFFER LC 1349 Peachtree ST NE Atlanta GA 30309 US Vendor Contact Phone: 800-374-6858 Extension: Discount Details: <table><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 2025 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

Total Order Amount: \$2,227,464.75

Purchasing Division's file copy

CH 5/19/25

PURCHASING DIVISION AUTHORIZATION

DATE: *Tina* 5/19/25
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION

DATE: *5-19-25*
ELECTRONIC SIGNATURE ON FILE

Extended Description:

M/S Oversight Optional Renewal Year 3

Service Period: 05/15/2025-02/14/2026

Total: \$2,227,464.75

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	93151507	0.00000		\$0.0000	\$2,227,464.75
Service From	Service To	Manufacturer	Model No	Delivery Date	
2025-05-15	2026-02-14				

Commodity Line Description: CO 3-Managed Care Program Oversight Svc \$2,969,953.00/yr

Extended Description:

Change Order 3, Optional Renewal Year 2-Managed Care Program Oversight Services Annual Cost

\$2,969,953.00 All-Inclusive Fixed Annual Amount (Inclusive of 12 Months)

M/S Oversight Optional Renewal Year 2

Service Period: 05/15/2025-02/14/2026

Total: \$2,227,464.75

Ok
Alison Greenhouse

CRFQ BMS21*03 Cost Comparison				
Myers & Stauffer				
Lead Actuary Services	\$ Per Hour X 5,000 Hours Annually	Hourly Rate	Multiplier	Annual Rate
		\$0.00	5,000	\$0.00
Staff Actuary Services	\$ Per Hour X 20,000 Hours Annually		20,000	\$0.00
		\$0.00		
Technical Support (non-actuary)	\$ Per Hour X 5,000 Hours Annually		5,000	\$1,000,000.00
		\$200.00		
Clerical Support Staff	\$ Per Hour X 5,000 Hours Annually		5,000	\$0.00
		\$0.00		
Managed Care Program Oversight Services	All inclusive Fixed Annual Amount (inclusive of 12 Months)		1	\$2,969,953.00
		\$2,969,953.00		
Managed Care Oversight Ad Hoc Services	\$ Per Hour X 5,000 Hours Annually		5,000	\$875,000.00
		\$175.00		
Actuarial Services Ad Hoc Services	\$ Per Hour X 5,000 Hours Annually		5,000	\$0.00
		\$0.00		
TOTAL				\$4,844,953.00



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

Alex J. Mayer
Cabinet Secretary

Cynthia Beane, MSW, LCSW
Commissioner

DATE: May 13, 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: PF1697269, CDO BMS25*39
Dept 0511

The West Virginia Bureau for Medical Services (BMS) respectfully requests the approval of the above-referenced CDO for M/S Oversight – Optional Renewal Year 3 by Myers & Stauffer LC under PF 797901 CMA BMS22*01.

These services are to assist the West Virginia Department of Human Services (DoHS) Bureau for Medical Services (BMS) by providing support for M/S Oversight – Optional Renewal Year 3 services. The service period is 05/15/2025 through 02/14/2026 for a total cost of \$2,227,464.75.

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

Alex J. Mayer
Cabinet Secretary

Cynthia Beane, MSW, LCSW
Commissioner

DATE: May 13, 2025

TO: DoHS-BMS/Purchasing

FROM: Lakendra Burdette *LB*
Procurement Specialist

RE: PF1697269, CDO BMS25*39
Dept 0511

The West Virginia Bureau for Medical Services (BMS) is submitting this funding memo related to the above-referenced delivery order. All payments for the service period 05/15/2025-02/14/2026 are expected to be paid in SFY26.

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.



Subject: Governor's Office Approval of contracts over \$100,000



Rosen, Bryan D <bryan.d.rosen@wv.gov>
to Wagner, Roberta A, Price, Robert L

Thu, Jan 23,

I spoke with Curtis early today. He relayed the following information for how we will process these through his office.

1. He would like a synopsis of the purchase. I would suggest in most cases we can pull the extended description populate that in the email to him.
2. Please note if there is a specific timeframe in the request.
3. Contracts will be reviewed at the Master Agreement level meaning that he will not be approving DOs.
4. Renewals for contracts over \$100,000 must be approved.

This process is going to be fluid and will likely morph as we move forward but this is the best information that I have today.

Bryan

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"myers & stauffer lc" x

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Business Organization Detail

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MYERS AND STAUFFER LC

**See Attached **

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC Limited Liability Company	6/25/2001		6/25/2001	Foreign	Profit		6/25/2050	

Organization Information								
Business Purpose	5412 - Professional, Scientific and Technical Services - Professional, Scientific and Technical Services - Accounting/Tax Prep/Bookkeeping/Payroll Services (CPAs)			Capital Stock				
Charter County				Control Number	41216			
Charter State	KS				Excess Acres			
At Will Term	T				Member Mi			
At Will Term Years	49				Pa			
Authorized Shares					Entrepreneur	Not Specified		

Addresses

Type	Address
Designated Office Address	209 WEST WASHINGTON ST CHARLESTON, WV, 25302
Mailing Address	700 W 47TH ST STE 1100 KANSAS CITY, MO, 64112 USA
Notice of Process Address	Corporation Service Company 808 Greenbrier Street Charleston, WV, 25311
Principal Office Address	700 W 47TH ST STE 1100 KANSAS CITY, MO, 64112 USA
Type	Address

Officers

Type	Name/Address
Member	CHARLES SMITH 100 EASTSHORE DRIVE STE 200 GLEN ALLEN, VA, 23059
Organizer	KEVIN C. LONDEEN 4123 SW GAGE CENTER DRIVE, SUITE 200 TOPEKA, KS, 66604 USA
Type	Name/Address

Annual Reports

Filed For

2024

2023

2022

2021

2020

2019

2018

2017

2016

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Report.

2015
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2009
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2007
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2005
2004
2003
2002
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For more information, please contact the Secretary of State's Office at 304-558-8000.

Monday, May 19, 2025 — 1:16 PM

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Vendor/Customer

Address

Address Type	Street 1	City	State/Province	Zip/Postal Code	Principal Contact
✓ Payment	1131 SW Winding Rd Ste C	Topeka	KS	66616	Jennifer Isleib
Payment	700 W 47th Street Suite 1100	Kansas City	MO	64112	Jennifer Isleib
Billing	100 EASTSHORE DRIVE STE 200	GLEN ALLEN	VA	23059	Marketing Coordinator
Payment	62954 COLLECTION CENTER DRIVE	CHICAGO	IL	60693-0629	Marketing Coordinator
Ordering	1349 Peachtree ST NE	Atlanta	GA	30309	
Payment	1349 PEACHTREE ST NE	ATLANTA	GA	30309	TERRI BRANNING
Payment	10200 GRAND CENTRAL AVENUE	OWINGS MILLS	MD	21117	Jennifer Isleib
Other	1131 SW Winding Rd Ste C	Topeka	KS	66616	
Ordering	10200 GRAND CENTRAL AVENUE	OWINGS MILLS	MD	21117	
Payment	PO BOX 505215	ST LOUIS	MO	63150-5215	Marketing Coordinator

First Prev Next Last

Save Undo Delete Insert Copy Paste

Vendor/Customer : 000000191225

MYERS & STAUFFER LC

Address Type : Payment

Division/Department :

Additional Address Info. :

Prevent New Spending :

Default Currency : USD - US Dollar

Active From : 05/21/2015

Active To :

Default Record :

Mail Returned :

Active Address : Yes

▼ Address Information

Address ID : AD000006

Street 1 : 1131 SW Winding Rd Ste C

Street 2 :

City : Topeka

State/Province : KS

Zip/Postal Code : 66616

DUNS :

Extended DUNS :

Unique Entity Identifier :

CAGE Code :

Country Phone Code : 1

Phone : 000-000-0000

Phone Extension :

County :

County Name :

Country : US

► Prenote/EFT

► Remittance Advice

► Contact Information

► Contact Address Information

► Geographic Designation

► Change Management

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Modify Existing Record Add New Address

Master Address

Master Contacts

Languages

Vendor Transaction History