



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: 08-14-2025

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 2662 BMS2600000005 1	Change Order No:	Procurement Folder:	1765052
Document Name:	CDO for CMA BMS24*03 May 2025		Reason for Modification:	
Document Description:	CDO for CMA BMS24*03 May 2025			
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 PALCO INC 17300 CHENAL PKWY STE 300 LITTLE ROCK AR 72223 US Vendor Contact Phone: 501-658-1075 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: Kelly (Jimmy) Dowden Requestor Phone: (304) 356-4861 Requestor Email: jimmy.k.dowden@wv.gov 2026 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

Purchasing Division's File Copy

Total Order Amount: \$884,880.00

CH 8/18/25

PURCHASING DIVISION AUTHORIZATION
DATE: *8/19/2025*
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
DATE: *8-19-25*
ELECTRONIC SIGNATURE ON FILE

Extended Description:

Confirming Delivery Order for services provided during the month of May 2025 under invoice 2025-05_WV_PM_REV
Total: \$884,880.00

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	80000000	0.00000		\$0.0000	\$374,780.00
Service From	Service To	Manufacturer	Model No	Delivery Date	
2025-05-01	2025-05-31				

Commodity Line Description: Fiscal Agent Support OR 1

Extended Description:

Fiscal Agent Support Optional Renewal Year 1

Cost Per Member: \$70.00

5,354 X \$70.00=\$374,780.00

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	80000000	0.00000		\$0.0000	\$1,470.00
Service From	Service To	Manufacturer	Model No	Delivery Date	
2025-05-01	2025-05-31				

Commodity Line Description: Fiscal Agency Supp for ADW Comm Trans Svc OR 1

Extended Description:

Fiscal Agency Support for ADW Community Transition Services-Optional Renewal Year 1

Cost Per Member: \$70.00

21 X \$70.00=\$1,470.00

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	80000000	0.00000		\$0.0000	\$508,630.00
Service From	Service To	Manufacturer	Model No	Delivery Date	
2025-05-01	2025-05-31				

Commodity Line Description: Opt Svc-Resource Consulting (Waivers/TMH)-OR 1

Extended Description:

Optional Service-Resource Consulting (Waivers/TMH)-Optional Renewal Year 1

Cost Per Member: \$95.00

5,354 X \$95.00=\$508,630.00



www.palcofirst.com

501 Millwood Circle, Suite A

Maumelle, AR 72113

Post Office Box 13260 Maumelle, AR 72113

Phone: 501.604.9936 or 866.710.0456 - Fax: 501.821.0045

TDD/TTY: Relay Service 711

Invoice #

2025-05_WV_PM_REV

Invoice Type:

Revised

Invoice Date:

6/3/2025

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!

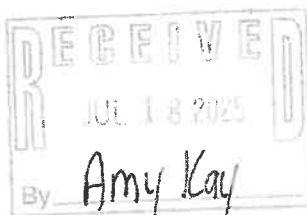
Service Start Date:

5/1/2025

Service End Date:

5/31/2025

Description	Quantity	Unit Price	Total
Fiscal Agent Support (ADW, IDW, TBIW)	5354	\$70.00	\$374,780.00
Resource Consulting (ADW, IDW, TBIW)	5354	\$95.00	\$508,630.00
Fiscal Agency Support for ADW Comm Trans Svc	21	\$70.00	\$1,470.00
Total Due:			\$884,880.00



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

PROGRAM APPROVAL SIGNATURE:

PRINTED NAME: Cynthia Parsons

DATE: 7/24/25

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

PROGRAM APPROVAL SIGNATURE:

PRINTED NAME: Brian Holstine

DATE: 7/24/2025

OK

Althea Greenhouse



PMPM Billing

TMH Personal Options PMPM Billing: May 2025

Program	Palco ID	Medicaid No.	First Name	Last Name	Enrollment Status	Current Member Status Date	SD/Traditional
TMH	313538	00902798762			Active	12/6/2024	Traditional
TMH	322206	00707115822			Active	12/19/2024	Traditional
TMH	322357	00800208249			Active	1/2/2025	Traditional
TMH	322359	00207167902			Active	1/2/2025	Traditional
TMH	323084	00050474785			Active	1/27/2025	Traditional
TMH	323373	00200666443			Active	2/14/2025	Traditional
TMH	323759	00600286676			Active	2/27/2025	Traditional
TMH	323762	00700448477			Active	2/24/2025	Traditional
TMH	323763	00701474943			Active	3/4/2025	Traditional
TMH	324251	00100027553			Active	3/20/2025	Traditional
TMH	324332	00100545570			Active	3/25/2025	Traditional
TMH	324458	00400827988			Active	3/26/2025	Traditional
TMH	324499	00803293079			Active	4/1/2025	Traditional
TMH	324719	00300590445			Active	4/7/2025	Traditional
TMH	324740	00700826024			Active	4/14/2025	Traditional
TMH	324741	00207568956			Active	4/14/2025	Traditional
TMH	324785	00400273424			Active	4/14/2025	Traditional
TMH	325016	00800077418			Active	4/21/2025	Traditional
TMH	325018	00700335587			Active	4/21/2025	Traditional
TMH	325070	00500875433			Active	4/28/2025	Traditional
TMH	325109	00206687641			Active	4/28/2025	Traditional

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



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

Alex J. Mayer
Cabinet Secretary

Cynthia Beane, MSW, LCSW
Commissioner

DATE: August 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: PF 1765052, CDO BMS26*05
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 May 2025 under PF1187213, CMA BMS24*03.

The service period is 05/01/25-05/31/25. The total cost is \$ \$884,880.00.

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. Thank you for your time and consideration in this matter.





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"PALCO INC"



Dates



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Eligibility



•

Assistance Type

Location

Status

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☐ Inactive

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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	6241 - Health Care and Social Assistance - Social Assistance - Individual and Family Services (child, youth, elderly, disabled)	
Charter County	Capital Stock	
Charter State	AR	Control Number
At Will Term	Excess Acres	
At Will Term Years	Member Managed	
Authorized Shares	Par Value	
	X Close	
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X Close

Addresses	
Type	Address
Local Office Address	501 MILLWOOD CIR STE A MAUMELLE, AR, 72113
Mailing Address	PO BOX 13260 MAUMELLE, AR, 72113 USA
Notice of Process Address	NORTHWEST REGISTERED AGENT LLC 110 MAIN ST BECKLEY, WV, 25801
Principal Office Address	501 MILLWOOD CIR STE A MAUMELLE, AR, 72113 USA
Type	Address

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

Annual Reports	
Filed For	
2025	
2024	
Date filed	

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

Monday, August 18, 2025 — 8:10 AM

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you file your Annual
Report.