



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: 07-09-2025

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:	CMA 0511 2688 BMS2400000001 3	Procurement Folder:	1136360
Document Name:	EXTERNAL QUALITY REVIEW ORGANIZATION	Reason for Modification:	Change Order 02 To Renew Contract
Document Description:	EXTERNAL QUALITY REVIEW ORGANIZATION		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2023-09-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2026-08-31

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000193004 QLARANT QUALITY SOLUTIONS INC 28464 MARLBORO AVENUE  EASTON MD 21601 US Vendor Contact Phone: 410-822-0697 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  <b>2026</b> 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

CR 7-10-25

Total Order Amount:

Open End

Purchasing Division's File Copy

OH 7/10/25

PURCHASING DIVISION AUTHORIZATION
DATE: <i>Tanya</i> 7/10/25
ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM
DATE: <i>John S. Gray</i>
ELECTRONIC SIGNATURE ON FILE

7/10/2025

ENCUMBRANCE CERTIFICATION
DATE: <i>Cathy Rose</i> 7-10-25
ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

Change Order

Change Order No. 02 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 09/01/2025 through 08/31/2026.

Renewal Years Remaining: 1

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	93151507				0.000000
<b>Service From</b>		<b>Service To</b>	<b>Service Contract Amount</b>		
2023-09-01		2023-10-31	29144.48		

**Commodity Line Description:** Startup 2 Months

**Extended Description:**

Startup (2 Months) (4.1.11 - 4.1.12)

Service Period: 09/01/2023-10/31/2023

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	93151507				0.000000
<b>Service From</b>		<b>Service To</b>	<b>Service Contract Amount</b>		
2023-11-01		2024-08-31	75950.36		

**Commodity Line Description:** Base Year One External Quality Review Activities (10 Months)

**Extended Description:**

Base Year One External Quality Review Activities (10 Months) (4.1.1)

Service Period: 11/01/2023-08/31/2024

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	93151507				0.000000
<b>Service From</b>		<b>Service To</b>	<b>Service Contract Amount</b>		
2023-11-01		2024-08-31	50227.52		

**Commodity Line Description:** Base Year One Development & Validation of PIP's (10 Months)

**Extended Description:**

Base Year One Development &amp; Validation of Performance Improvement Projects (10 Months) (4.1.3)

Service Period: 11/01/2023-08/31/2024

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	93151507				0.000000
<b>Service From</b>		<b>Service To</b>	<b>Service Contract Amount</b>		
2023-11-01		2024-08-31	36757.08		

**Commodity Line Description:** BY1 Qt Analysis of Pre-Service Denial Reports (10 Months)

**Extended Description:**

Base Year Quarterly Analysis of Pre-Service Denial, Appeals, and Grievance Reports (10 Months) (4.1.5)

Service Period: 11/01/2023-08/31/2024

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	93151507				0.000000
<b>Service From</b>		<b>Service To</b>		<b>Service Contract Amount</b>	
2023-11-01		2024-08-31		106427.95	

**Commodity Line Description:** Base Year One Validation of Performance Measures (10 Months)

**Extended Description:**

Base Year One Validation of Performance Measures (10 Months) (4.1.2)

Service Period: 11/01/2023-08/31/2024

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
6	93151507				0.000000
<b>Service From</b>		<b>Service To</b>		<b>Service Contract Amount</b>	
2023-11-01		2024-08-31		120995.24	

**Commodity Line Description:** Base Year One Encounter Data Validation (10 Months)

**Extended Description:**

Base Year One Encounter Data Validation (10 Months) (4.1.4)

Service Period: 11/01/2023-08/31/2024

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
7	93151507				0.000000
<b>Service From</b>		<b>Service To</b>		<b>Service Contract Amount</b>	
2023-11-01		2024-08-31		61291.72	

**Commodity Line Description:** Base Year One Annual Technical Report (10 Months)

**Extended Description:**

Base Year One Annual Technical Report (10 Months) (4.1.6)

Service Period: 11/01/2023-08/31/2024

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
8	93151507				0.000000
<b>Service From</b>		<b>Service To</b>		<b>Service Contract Amount</b>	
2023-11-01		2024-08-31		80407.85	

**Commodity Line Description:** Base Year One Access to Care Standard Evaluation (10 Months)

**Extended Description:**

Base Year One Access to Care Standard Evaluation (4.1.8.9) (10 Months)

Service Period: 11/01/2023-08/31/2024

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
9	93151507				0.000000
<b>Service From</b>		<b>Service To</b>		<b>Service Contract Amount</b>	
2023-11-01		2024-08-31		230000.00	

**Commodity Line Description:** Base Year One Ad Hoc Reporting Services (12 Months)

**Extended Description:**

Base Year One Ad Hoc Reporting Services (12 Months) (4.1.9.1)

Service Period: 11/01/2023-08/31/2024

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
10	93151507				0.000000
<b>Service From</b>		<b>Service To</b>		<b>Service Contract Amount</b>	
2023-11-01		2024-08-31		230000.00	

**Commodity Line Description:** Base Year One Ad Hoc Technical Assistance (12 Months)

**Extended Description:**

Base Year One Ad Hoc Technical Assistance (12 Months) (4.1.9.3)

Service Period: 11/01/2023-08/31/2024

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
11	93151507				0.000000
<b>Service From</b>		<b>Service To</b>		<b>Service Contract Amount</b>	
2023-11-01		2024-08-31		115000.00	

**Commodity Line Description:** Base Year One Quality Rating System (12 Months)

**Extended Description:**

Base Year One Ad Hoc Services--Quality Rating System (12 Months) (4.1.9.2)

Service Period: 11/01/2023-08/31/2024

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
12	93151507				0.000000
<b>Service From</b>		<b>Service To</b>		<b>Service Contract Amount</b>	
2024-09-01		2025-08-31		78464.88	

**Commodity Line Description:** Optional Renewal Year One External Quality Review Activities

**Extended Description:**

Optional Renewal Year One External Quality Review Activities (4.1.1)

Service Period: 09/01/2024-08/31/2025

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
13	93151507				0.000000
<b>Service From</b>		<b>Service To</b>		<b>Service Contract Amount</b>	
2024-09-01		2025-08-31		52487.76	

**Commodity Line Description:** Opt. Renewal Year 1 Development & Validation of PIP's

**Extended Description:**

Optional Renewal Year One Development and Validation of Performance Improvement Projects (4.1.3)

Service Period: 09/01/2024-08/31/2025

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
14	93151507				0.000000
<b>Service From</b>		<b>Service To</b>		<b>Service Contract Amount</b>	
2024-09-01		2025-08-31		38411.16	

**Commodity Line Description:** Opt. Renewal Yr 1 Qtrly Analysis-Denials,Appeals,Grievances

**Extended Description:**

Optional Renewal Year One: Quarterly Analysis of Pre-Service Denial ,Appeals and Grievance Reports (4.1.5)

Service Period: 09/01/2024-08/31/2025

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
15	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2024-09-01	2025-08-31		111217.20	

**Commodity Line Description:** Optional Renewal Year One Validation of Performance Measures

**Extended Description:**

Optional Renewal Year One Validation of Performance Measures (4.1.2)  
Service Period: 09/01/2024-08/31/2025

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
16	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2024-09-01	2025-08-31		126440.02	

**Commodity Line Description:** Optional Renewal Year One Encounter Data Validation

**Extended Description:**

Optional Renewal Year One Encounter Data Validation (4.1.4)  
Service Period: 09/01/2024-08/31/2025

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
17	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2024-09-01	2025-08-31		64049.84	

**Commodity Line Description:** Optional Renewal Year One Annual Technical Report

**Extended Description:**

Optional Renewal Year One Annual Technical Report (4.1.6)  
Service Period: 09/01/2024-08/31/2025

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
18	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2024-09-01	2025-08-31		84026.21	

**Commodity Line Description:** Optional Renewal Year 1 Access to Care Standard Evaluations

**Extended Description:**

Optional Renewal Year 1 Access to Care Standard Evaluations (4.1.8.9)  
Service Period: 09/01/2024-08/31/2025

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
19	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2024-09-01	2025-08-31		230000.00	

**Commodity Line Description:** Optional Renewal Year One Ad Hoc Reporting Services

**Extended Description:**

Optional Renewal Year One Ad Hoc Reporting Services (4.1.9) Estimated 5000 hours.  
Service Period: 09/01/2024-08/31/2025

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
20	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>	<b>Service Contract Amount</b>		
	2024-09-01	2025-08-31	230000.00		

**Commodity Line Description:** Optional Renewal Year One Ad Hoc Technical Assistance

**Extended Description:**

Optional Renewal Year One Ad Hoc Technical Assistance (4.1.9.2)

Estimated 5000 hours.

Service Period: 09/01/2024-08/31/2025

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
21	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>	<b>Service Contract Amount</b>		
	2024-09-01	2025-08-31	115000.00		

**Commodity Line Description:** Optional Renewal Year One Quality Rating System

**Extended Description:**

Optional Renewal Year One Quality Rating System (4.1.9.3)

Estimated 2500 hours

Service Period: 09/01/2024-08/31/2025

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
22	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>	<b>Service Contract Amount</b>		
	2025-09-01	2026-08-31	81092.52		

**Commodity Line Description:** Optional Renewal Year Two External Quality Review Activities

**Extended Description:**

Optional Renewal Year Two External Quality Review Activities (4.1.1)

Service Period: 09/01/2025-08/31/2026

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
23	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>	<b>Service Contract Amount</b>		
	2025-09-01	2026-08-31	54849.72		

**Commodity Line Description:** Optional Renewal Year Two Development & Validation of PIP's

**Extended Description:**

Optional Renewal Year Two Development and Validation of Performance Improvement Projects (4.1.3)

Service Period: 09/01/2025-08/31/2026

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
24	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>	<b>Service Contract Amount</b>		
	2025-09-01	2026-08-31	40139.68		

**Commodity Line Description:** Opt Renew Yr 2 Qtrly Analysis-Denial, Appeals & Grievances

**Extended Description:**

Optional Renewal Year Two Quarterly Analysis of Pre-Service Denial, Appeals and Grievance Reports (4.1.5)

Service Period: 09/01/2025-08/31/2026

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
25	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2025-09-01	2026-08-31		116221.98	

**Commodity Line Description:** Optional Renewal Year Two Validation of Performance Measures

**Extended Description:**

Optional Renewal Year Two Validation of Performance Measures (4.1.2)  
Service Period: 09/01/2025-08/31/2026

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
26	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2025-09-01	2026-08-31		132129.83	

**Commodity Line Description:** Optional Renewal Year Two Encounter Data Validation

**Extended Description:**

Optional Renewal Year Two Encounter Data Validation (4.1.4)  
Service Period: 09/01/2025-08/31/2026

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
27	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2025-09-01	2026-08-31		66932.09	

**Commodity Line Description:** Optional Renewal Year Two Annual Technical Report

**Extended Description:**

Optional Renewal Year Two Annual Technical Report (4.1.6)  
Service Period: 09/01/2025-08/31/2026

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
28	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2025-09-01	2026-08-31		87807.39	

**Commodity Line Description:** Optional Renewal Year Two Access to Care Standard Evaluation

**Extended Description:**

Optional Renewal Year Two Access to Care Standard Evaluation (4.1.8.9)  
Service Period: 09/01/2025-08/31/2026

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
29	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2025-09-01	2026-08-31		230000.00	

**Commodity Line Description:** Optional Renewal Year Two Ad Hoc Reporting Services

**Extended Description:**

Optional Renewal Year Two Ad Hoc Reporting Services (4.1.9.1)  
Estimated 5000 hours  
Service Period: 09/01/2025-08/31/2026

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
30	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2025-09-01	2026-08-31		230000.00	

**Commodity Line Description:** Optional Renewal Year Two Ad Hoc Technical Assistance

**Extended Description:**

Optional Renewal Year Two Ad Hoc Technical Assistance (4.1.9.3)

Estimated 5000 hours.

Service Period: 09/01/2025-08/31/2026

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
31	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2025-09-01	2026-08-31		115000.00	

**Commodity Line Description:** Opt. Renewal Year Two Quality Rating System

**Extended Description:**

Optional Renewal Year Two Quality Rating System (4.1.9.2)

Estimated 2500 hours

Service Period: 09/01/2025-08/31/2026





March 19, 2025

Jimmy Dowden, WVPBC  
Director, Procurement Services  
WV Bureau for Medical Services  
350 Capitol Street, RM 251  
Charleston, WV 25301-3707

RE: WV Contract No. CMA 0511 2688 BMS 24\*01 – External Quality Review Organization Services

Dear Mr. Dowden:

Qlarant Quality Solutions, Inc. ("Qlarant") agrees to renew the above-referenced existing contract to provide services to the State of West Virginia for the period 09/01/2025 through 08/31/2026. Qlarant agrees to provide services to the Bureau of Medical Services under the same terms, conditions, prices, and specifications as the current contract, including all authorized change orders or modifications. Qlarant understands there is one (1) additional renewal year remaining.

Attached are the following items:

- Qlarant Quality Solutions, Inc. Certificate of Insurance;
- Certification of being a Quality Improvement Organization (QIO) – Like Entity;
- Certified Professional in Healthcare Quality certificate for Heather Smith, HEDIS Measure Analyst and Contract Manager; and
- Certified Professional in Healthcare Quality certificate for Jody Jobeck, Quality Improvement Director;

Qlarant stands ready to continue providing these critical services, as required under federal regulations, to support the State's continued success in operating its managed care programs. If anything further is required from Qlarant in connection with the renewal, please do not hesitate to contact Angela Townsend-Williams by email at [Townsend-WilliamsA@Qlarant.com](mailto:Townsend-WilliamsA@Qlarant.com) or by phone at (410) 763-6240.

Thank you for the opportunity to provide services to the citizens of the State of West Virginia. We look forward to another productive year.

Sincerely,

Ronald G. Forsythe, Jr., PhD  
Chief Executive Officer

Cc: Bob Foley  
Peter Calderwood

Ok

DEPARTMENT OF HEALTH AND HUMAN SERVICES  
Centers for Medicare & Medicaid Services  
7500 Security Boulevard, Mail Stop S3-02-01  
Baltimore, Maryland 21244-1850



Ronald G. Forsythe, Jr., PhD  
Chief Executive Officer  
Qlarant Quality Solutions, Incorporated  
28464 Marlboro Avenue  
Easton, Maryland 21601-2732

Dear Mr. Forsythe:

We have reviewed your application of December 16, 2022 requesting that the Centers for Medicare & Medicaid Services certify Qlarant Quality Solutions, Incorporated of Maryland as a Quality Improvement Organization (QIO)-like entity for the State of Maryland. As a result of this review, we have determined that Qlarant Quality Solutions, Incorporated Of Maryland meets the requirements to be a QIO-like entity, namely:

- It is able to perform limited medical and quality review functions required under Section 1154 of the Act;
- It has one individual who is representative of health care providers and consumers on its governing body under section 1152 of the Act; and
- It is not a health care facility, health care facility affiliate, or payor organization as defined in 42 CFR 475.105.

This certification designates Qlarant Quality Solutions, Incorporated of Maryland as a QIO-like entity eligible to fully operate in Maryland. Qlarant Quality Solutions, Incorporated of Maryland may also operate in other states with the exception of performing Medicare medical reviews. For the conduct of Medicare medical review work, a QIO-like entity must meet the requirement that the QIO-like entity have access to or agreements with peer reviewers in the state in question.

If the QIO-like entity determines to conduct Medicare medical review work in a state other than the state for which it has submitted a list of medical reviewers, this criterion must be met and submitted for approval by CMS before such work can be undertaken.

Your certification is granted for a period of 5 years and will expire on February 23, 2028.

This certification of eligibility permits your organization to seek a contract with the states for review activities within the requirements. In addition, states have specific qualifications and performance requirements depending upon the scope of work they desire to procure. This certification does not reflect a determination as to whether your organization has the ability to meet those requirements. The state is responsible for making that determination.

We have certified your organization to review cases and analyze patterns of care related to medical necessity and quality review. We have not certified the organization as meeting the State Medicaid Agency's requirements for external quality review or related functions such as utilization review specified in 1903(a)(3)(c) and 1932(c)(2) of the Act. In addition, we have not evaluated the organization to perform the same functions as a QIO under contract with CMS.

You must provide an annual assurance statement of your continued adherence to certification requirements within 30 days of the last month of the first certification year and within 30 days of the last month of the second certification year. In addition, if there are any changes in the name, address, or pool of physician reviewers you must notify this office for a reevaluation of your certification. Recertification requires submission of the complete package a minimum of 60 days prior to the expiration of the current certification.

At any time during the certification period if Qlarant Quality Solutions, Incorporated of Maryland no longer meets the above criteria, you must notify the agency and it will no longer be considered a QIO-like entity. The certification will be terminated. You may reapply at any time if this occurs.

If you have questions, please contact Malinda Greene of my staff on (410) 786-7829 or Email, [malinda.greene@cms.hhs.gov](mailto:malinda.greene@cms.hhs.gov).

**Ronald R.  
West -S**

Digitally signed by  
Ronald R. West -S  
Date: 2023.02.21  
19:21:53 -05'00'

Sincerely,

Renee Dupee, Director  
Division of Transforming Clinical Practices  
Community Coalitions Quality Improvement Program

# Healthcare Quality Certification Commission



This Certifies That

Heather Smith

Having met the standards established by the Healthcare Quality Certification  
Commission and passed the written examination has attained the designation of

## Certified Professional in Healthcare Quality

Certification ID: 355596

Certified through 12/31/2025

Accredited by the  
National Commission for Certifying Agencies  
A Division of The National Organization  
for Competency Assurance

Chair of the Commission

*April A. Taylor*



THE HEALTHCARE QUALITY  
CERTIFICATION COMMISSION

has conferred upon

**Jody A Jobeck**

the designation of

**CERTIFIED PROFESSIONAL IN HEALTHCARE QUALITY**

for having met the standards established by the  
Healthcare Quality Certification Commission and passing a rigorous examination.

Certification ID  
93337

Certified through  
Dec 31, 2026

Accredited by the  
National Commission for Certifying Agencies

Chair of the Commission



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

Alex J. Mayer  
Cabinet Secretary

Cynthia Beane  
Commissioner

DATE: July 8, 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: PF1136360, CMA BMS24\*01 - Change Order 2  
Dept 0511

The West Virginia Bureau for Medical Services (BMS) respectfully request approval of the above-referenced change order to renew the contract according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders. The current contract expires 08/31/2025. This is the second of three (3) optional renewal periods. There will be one (1) renewal remaining. The estimated cost of this renewal, which will have an effective date of 09/01/2025- 08/31/2026, is \$700,000.00.

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



ERIC L. HOUSEHOLDER  
CABINET SECRETARY

STATE OF WEST VIRGINIA  
DEPARTMENT OF ADMINISTRATION  
PURCHASING DIVISION

SAMANTHA WILLIS  
PURCHASING DIRECTOR

To: All State Agencies Under Purchasing Division  
From: Samantha Willis, Director & General Counsel  
WV Purchasing *SW*  
Date: January 23, 2025  
Re: \$100,000 Spending Requests

**MEMORANDUM**

Pursuant to Executive Order 4-25, signed into effect by Governor Morrissey on January 14th, 2025, all expenditures over \$100,000 must be reviewed by the Governor's Office in advance. Any solicitations, purchase orders, or other contracts currently in the possession of the Purchasing Division, which are estimated to cost over \$100,000 are being placed on hold for review. Our Division is providing documentation of those to the Governor's Office for review.

Any new requisitions valued over \$100,000 that are received by the Purchasing Division, must have a copy of this memorandum and accompanying signatures to process as usual. If there is no evidence of Governor's Office review or approval, your requisition will be returned to seek that approval.

Thank you all for your hard work, and please feel free to reach out with any questions on our end; if you have questions about the procedure for seeking the necessary approvals internally, I would recommend reaching out to your Cabinet Secretaries and/or your Department's Governor's Office liaison.

The Accompanying Request has been reviewed and approved by the following:

*[Signature]*  
Agency Head

*[Signature]*  
Cabinet Secretary/Department Head

*4/30/25*  
Date

*5/5/25*  
Date

\_\_\_\_\_  
Governor's Office Representative

\_\_\_\_\_  
Date



Mark D. Scott  
Cabinet Secretary

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

Joshua D. Spence  
Chief Information Officer

**TO: Christopher Itson, Procurement Associate  
Department of Health and Human Resources**

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

**SUBJECT: INFORMATION TECHNOLOGY PROCUREMENT  
HR004373 BMS23\*03 IS&C NUMBER: 2023-2220**

**DATE: July 18, 2023**

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 a blanket MIS/OT approval for award of BMS23\*03 and all optional renewals for the External Quality Review Organization (EQRO) vendor, the Office of Technology has determined:

**X** 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](mailto:Consulting.Services@wv.gov).



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e.g. 123456789, Smith Corp

"QLARANT QUALITY SOLUTIONS INC" x

Classification

Excluded Individual

Excluded Entity

Federal Organizations

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## West Virginia Secretary of State — Online Data Services

### Business and Licensing

Online Data Services Help

### Business Organization Detail

**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.

### QLARANT QUALITY SOLUTIONS, INC.

Organization Information									
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason	
C   Corporation	11/4/1996		11/4/1996	Foreign	Non-Profit				

Organization Information									
<b>Business Purpose</b>		5416 - Professional, Scientific and Technical Services - Professional, Scientific and Technical Services - Management, Scientific and Tech Consulting Services (administrative, general, HR, marketing, process, physical distribution, logistics, environmental)			<b>Capital Stock</b>		0.0000		
<b>Charter County</b>					<b>Control Number</b>		0		
<b>Charter State</b>		MD			<b>Excess Acres</b>		0		
<b>At Will Term</b>					<b>Member Managed</b>				
<b>At Will Term Years</b>					<b>Par Value</b>		0.000000		
<b>Authorized Shares</b>		0			<b>Young Entrepreneur</b>		Not Specified		

**Addresses**

Type	Address
<b>Mailing Address</b>	28464 MARLBORO AVENUE EASTON, MD, 21601 USA
<b>Notice of Process Address</b>	C T CORPORATION SYSTEM 5098 WASHINGTON ST W STE 407 CHARLESTON, WV, 253131561
<b>Principal Office Address</b>	28464 MARLBORO AVENUE EASTON, MD, 21601 USA
Type	Address

**Officers**

Type	Name/Address
<b>Director</b>	ANTHONY KERN 28464 MARLBORO AVENUE EASTON, MD, 21601
<b>Director</b>	REGINA KNOX WOODS 28464 MARLBORO AVENUE EASTON, MD, 21601
<b>President</b>	RONALD G. FORSYTHE JR. 28464 MARLBORO AVENUE EASTON, MD, 21601
<b>Secretary</b>	JONATHAN D. BOYER 28464 MARLBORO AVENUE EASTON, MD, 21601
<b>Treasurer</b>	JONATHAN D. BOYER 28464 MARLBORO AVENUE EASTON, MD, 21601
Type	Name/Address

**Name Changes**

Date	Old Name
<b>3/14/2018</b>	DELMARVA FOUNDATION FOR MEDICAL CARE, INC.
Date	Old Name

Date	Amendment
3/14/2018	NAME CHANGE: FROM DELMARVA FOUNDATION FOR MEDICAL CARE, INC.
Date	Amendment

**Annual Reports****Filed For**

2025  
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**Date filed**

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

Wednesday, July 9, 2025 — 10:55 AM

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# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>Crystal Hustead</u> Date: <u>7/10/25</u> Solicitation No. <u>CMA BMS24*01</u>	Agency: DoHS-BMS Procurement Officer Submitting Requisition: Althea Greenhowe Requisition No. CMA 0511 BMS24*01 PF No.: 1136360
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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 ( <a href="http://www.state.wv.us/admin/purchase/TCP.pdf">www.state.wv.us/admin/purchase/TCP.pdf</a> )	<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: \_\_\_\_\_

*Reginald Hustead*