



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

Request for Quotation

RFQ NUMBER
CHP11001

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
**KRISTA FERRELL
 304-558-2596**

RFQ COPY

TYPE NAME/ADDRESS HERE

*TOOTH MAN RICE, PLLC
 600 MARKET PLACE AVENUE
 PO BOX 4549
 BRIDGEPORT, WV 26330*

WEST VIRGINIA CHILDRENS HEALTH
 INSURANCE PROGRAM
 SUITE 209
 1018 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25301 304-558-6655

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
07/28/2010				

BID OPENING DATE: **08/24/2010** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		946-10	\$102,140.00	\$102,140.00
<p>FQHC/RHC PROSPECTIVE PAYMENT SYSTEM</p> <p>REQUEST FOR QUOTATION (RFQ)</p> <p>THE WEST VIRGINIA STATE PURCHASING DIVISION FOR THE AGENCY, THE WEST VIRGINIA CHILDREN'S HEALTH INSURANCE PROGRAM (WVCHIP), IS SOLICITING BIDS TO PROVIDE THE AGENCY WITH A FEDERALLY QUALIFIED HEALTH CARE/RURAL HEALTH CARE PROSPECTIVE PAYMENT SYSTEM PER THE ATTACHED SPECIFICATIONS.</p> <p>A MANDATORY PRE-BID WILL BE HELD ON MONDAY, AUGUST 9, 2010 AT 10:30 AM IN THE PURCHASING DIVISION CONFERENCE ROOM LOCATED AT 2019 WASHINGTON STREET EAST IN CHARLESTON, WEST VIRGINIA. (BUILDING #15) ALL INTERESTED PARTIES ARE REQUIRED TO ATTEND THIS MEETING. FAILURE TO ATTEND THE MANDATORY PRE-BID SHALL RESULT I DISQUALIFICATION OF THE BID. NO ONE PERSON MAY REPRESENT MORE THAN ONE BIDDER.</p> <p>AN ATTENDANCE SHEET WILL BE MADE AVAILABLE FOR ALL POTENTIAL BIDDERS TO COMPLETE. THIS WILL SERVE AS THE OFFICIAL DOCUMENT VERIFYING ATTENDANCE AT THE MANDATOR PRE-BID. FAILURE TO PROVIDE YOUR COMPANY AND REPRESENTATIVE NAME ON THE ATTENDANCE SHEET WILL RESULT IN DISQUALIFICATION OF THE BID. THE STATE WILL NOT ACCEPT ANY OTHER DOCUMENTATION TO VERIFY ATTENDANCE. THE BIDDER IS RESPONSIBLE FOR ENSURING THEY HAVE COMPLETED THE INFORMATION REQUIRED ON THE ATTENDANCE</p>						

RECEIVED

2010 SEP 14 A 9:26

PURCHASING DIVISION
 STATE OF WV

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>WJ Behrens</i>	TITLE MANAGER	FEIN 55-0521993	TELEPHONE 304-624-5471	DATE 9/10/2010
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ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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<p>SHEET. THE PURCHASING DIVISION AND THE STATE AGENCY WILL NOT ASSUME ANY RESPONSIBILITY FOR A BIDDER-S FAILURE TO COMPLETE THE PRE-BID ATTENDANCE SHEET. IN ADDITION, WE REQUEST THAT ALL POTENTIAL BIDDERS INCLUDE THEIR E-MAIL ADDRESS AND FAX NUMBER.</p> <p>ALL POTENTIAL BIDDERS ARE REQUESTED TO ARRIVE PRIOR TO THE STARTING TIME FOR THE PRE-BID. BIDDERS WHO ARRIVE LATE, BUT PRIOR TO THE DISMISSAL OF THE TECHNICAL PORTION OF THE PRE-BID WILL BE PERMITTED TO SIGN IN. BIDDERS WHO ARRIVE AFTER CONCLUSION OF THE TECHNICAL PORTION OF THE PRE-BID, BUT DURING ANY SUBSEQUENT PART OF THE PRE-BID WILL NOT BE PERMITTED TO SIGN THE ATTENDANCE SHEET.</p> <p>TECHNICAL QUESTION CONCERNING THIS SOLICITATION MUST BE SUBMITTED IN WRITING TO KRISTA FERRELL IN THE WEST VIRGINIA STATE PURCHASING DIVISION VIA MAIL AT THE ADDRESS SHOWN IN THE BODY OF THIS RFQ, VIA FAX AT 3047-558-4115, OR VIA EMAIL AT KRISTA.S.FERRELL@WV.GOV. DEADLINE FOR ALL TECHNICAL QUESTIONS IS 08/12/2010 AT THE CLOSE OF BUSINESS. ANY TECHNICAL QUESTIONS RECEIVED WILL BE ANSWERED BY FORMAL ADDENDUM TO BE ISSUED BY THE PURCHASING DIVISION AFTER THE DEADLINE FOR TECHNICAL QUESTIONS HAS LAPSED.</p> <p>NOTICE TO PROCEED: THIS CONTRACT IS TO BE PERFORMED BY JUNE 14, 2011. THE FULLY EXECUTED PURCHASE ORDER WILL SERVE AS THE NOTICE TO PROCEED ON THIS PROJECT.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE CONTRACT NULL AND VOID, AND TERMINATE SUCH CONTRACT</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
<i>Philip A Schenk</i>	304/542 2116	9/14/2010
TITLE	ADDRESS CHANGES TO BE NOTED ABOVE	

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>WITHOUT FURTHER ORDER.</p> <p style="text-align: center;">NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p style="margin-left: 40px;">DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130</p> <p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p> <p>BUYER: KRISTA FERRELL-FILE 21</p> <p>RFQ. NO.: CHP11001</p> <p>BID OPENING DATE: 08/24/2010</p> <p>BID OPENING TIME: 1:30 PM</p> <p>PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:</p> <p style="text-align: center;">----- 304-623-2807 -----</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>[Signature]</i>	TELEPHONE 304 542 2116	DATE 9/14/2010
TITLE	FBI	ADDRESS CHANGES TO BE NOTED ABOVE

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CONTACT PERSON (PLEASE PRINT CLEARLY):						
<i>William J. Behrens</i>						
<i>304-203 1020</i>						
***** THIS IS THE END OF RFQ CHP11001 ***** TOTAL:						<u><i>\$102,140.00</i></u>

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>[Signature]</i>	TELEPHONE <i>304 542 2116</i>	DATE <i>9/14/2010</i>
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

September 10, 2010

West Virginia Childrens Health Insurance Program
Suite 209
1018 Kanawha Boulevard
East Charleston, WV 25301

Dear Mrs. Ferrell:

Toothman Rice PLLC appreciates the opportunity to submit a proposal to consulting services to the West Virginia Childrens Health Insurance Program (WVCHIP).

On the pages following, I have provided to you a brief profile of our Firm in addition to addressing the information requested in your request for quotation of August 2010. I would like to highlight how I believe Toothman Rice PLLC can benefit WVCHIP.

- ✓ A commitment to quality client service that extends beyond a report to that of making ourselves available - from a staff level to the managing member
- ✓ The experience level and technical proficiency of assigned professionals
- ✓ Consistency of professional staff
- ✓ The personal attention of a local CPA firm
- ✓ The support of PKF and PKF International Association of Firms
- ✓ A reasonable professional fee

The professional reputation we have established over the years is based on our commitment to being attentive to clients' needs, to being thoughtful in our work and to maintaining high standards of personal and professional integrity. We work hard to earn the trust and respect of our clients.

We appreciate this opportunity to submit this proposal. Since personal service is a critical element of our qualifications for this engagement, I would appreciate the opportunity to answer any questions you may have, in person or by phone, at your convenience. Please call me at 304-624-5471.

We look forward to what we believe will be a long and enjoyable working relationship.

Sincerely,
TOOTHMAN RICE, P.L.L.C.



William J. Behrens, CPA, MPA
Manager

Phil Schenk
CCHS Consulting

PROFILE OF THE FIRM

Since 1952 Toothman Rice has offered a complete range of tax, accounting, and consulting services to businesses. Our Firm is now one of the largest non-national CPA firms located in West Virginia and the largest headquartered in Northern West Virginia. We currently have approximately 54 employees in our Bridgeport, Fairmont, Morgantown, and Buckhannon offices. We have clients that are located in Pennsylvania, Ohio, Virginia, Florida, and throughout West Virginia. Our clientele includes a broad range of industries and professions including one of our largest niches being our practice in the non-profit sector.

Our professional involvement includes membership in state and national professional organizations including the American Institute of Certified Public Accountants (AICPA). Members of the firm have served as president of the West Virginia Society of Certified Public Accountants and the West Virginia Board of Accountancy. Members have also chaired and served on AICPA committees.

We believe community involvement is critical to our success. All our staff and members serve and are encouraged to serve on and participate in professional, civic and charitable community boards and other activities.

Quality Control

Toothman Rice PLLC has undergone eight quality reviews by the American Institute of Certified Public Accountants. This is a program dedicated to ensuring that participating firms have quality control systems in place over their attestation practices. We are proud from receiving unqualified opinions from all our reviews, the most recent conducted in 2007, and believe such unqualified reports reflect our consistent commitment to quality audit work. In addition to our unqualified tri-annual external reviews, the firm conducts annual internal inspections of engagements by personnel independent of the work performed to ensure work is performed in accordance with both professional standards and firm established quality control standards.

Other Resources

The Firm is a member of PKF International. PKF International is an association of accounting firms with offices in more than 400 cities worldwide and is one of the resources the firm utilizes as a supplement to internal sources for staff training and other technical resources generally not available to smaller firms. In addition to affiliate member technical resources, we routinely receive bulletins and participate in networking over matters regarding accounting and audit significance through PKF.

Information Requested in the Request for Proposal

Vendor Preference

We believe that Toothman Rice, PLLC is eligible for and should receive the vendor preference included with this bid submission.

Experience and Qualifications

1. We have described above our firms structure, size, and operations.

2. **Industry Expertise** - The health care staff of our firm, through its healthcare niche, has provided accounting, tax, and most importantly cost reporting services to health care clients in West Virginia since 1992. We have provided cost reporting services to Federally Qualified Health Centers and Rural Health Clinics for over 10 years. Attached to this proposal is a listing of some of our clients for your convenience. We serve as accountants for over 125 healthcare organizations/providers. 44 of these entities are subject to cost reporting requirements and 19 of these organizations operate as Federally Qualified Health Centers or Rural Health Clinics. We are very familiar with West Virginia clinics as 18 of our Federally Qualified Health Centers and Rural Health Clinics are located in West Virginia. Because of the unique nature of health care entities, our practice niche is focused on a limited number of provider types. Our healthcare staff has reviewed BIPA PPS payment rate calculations for most of the Federally Qualified Health Centers in the State of West Virginia, we have negotiated changes to reimbursement amounts with the State of West Virginia Medicaid program based on our BIPA PPS amounts and have been instrumental in filing costs reports for 10 or more clinics for over five years. We have been a speaker for the West Virginia Primary Care Association at their annual meeting on various topics of cost reporting over the past 10 years.

PPS Experience Our firm has worked with clinics in Pennsylvania, Florida and Ohio on a recurring basis in order to establish and modify the PPS rates established in those states.

We have worked with Individual clinics in West Virginia in order to determine the proper BIPA PPS rate and work with the State Medicaid program to pay a proper rate under PPS.

In the past year we have provided services to 17 FQHC's and 2 RHC providers. All of these clinics received cost reporting and consultation regarding cost reporting, 11 receive audit and tax return services. Each client has been with us a different time but an estimate is 2 have been with us for this last year, approximately half of them have been with us greater than 5 to 7 years and the remainder have been with use more than one and less than 5 years.

3. **Mark V. Kuntz, CPA, CFP Member**, would be the partner-in-charge of the engagement. **William J. Behrens, CPA, MPA** will be the manager involved in the day to day operations of your engagement. A resume of their experience is attached. **Phil Schenk, consultant**, will be assisting our firm in assessing the Prospective Payment System (PPSS) and assisting in preparation of the PPS system and final reports to you.

Project Leader The project leader on this project is **William J. Behrens, CPA, MPA**, a copy of his resume is attached. Bill has been performing cost reporting, accounting and auditing and tax return services for clients in the healthcare field for almost 20 years. Bill oversees the Healthcare niche at our firm and oversees all of the services to our FQHC/RHC clients. Bill has extensive experience in cost reporting for many different types of entities and has focused his attention on providers smaller than hospitals and nursing homes, though he has

also worked with them in the past. Bill provides direct services to all 19 of our clinic clients and reviews every cost report produced at the firm.

Three references Each reference below is a West Virginia FQHC

Belington Community Medical Services, Inc.
Mr. Eric Ruf, CEO 1.304.823.2800

Northern Greenbrier Health Clinic, Inc.
Mr. Greg Curry, CEO 1.304.645.7872

Wirt County Health Services Association, Inc.
Mrs. Dee Scritchfield 1.304.275.3301

E. A. Hawse Health
Mr. Gary Johnson, CEO 1.304.897.7773

West Virginia Primary Care Association, Inc. (not an FQHC)
Mrs. Louise Reese, CEO 1.304.346.0032

4. The partner-in-charge monitors the status of the engagement by receiving periodic updates from the manager-in-charge and is available at client requests for meetings or if unusual circumstances arise requiring on-site communications with management of the organization. The manager-in-charge is involved in field work, calculations and drafting of reports during the course of engagement field work.
5. The estimated time frame of your project will be established if our firm is selected to assist with your needs. The original time frame for this project is substantially past the estimated dates at this time.
6. The firm provides education and training to our audit staff throughout the year on various topics. Managers, supervisors, and senior-in-charge personnel attend various Continuing Professional Education programs sponsored by the American Institute of CPAs including the annual AICPA not-for-profit conference as well as other continuing education programs offered by the WV Society and PA Associations of CPAs. We also hold in-house education sessions when issues of new pronouncements or topics of relevance to our clients develop.
7. Our client acceptance procedures encompass addressing various issues regarding potential client integrity and management responsibility including discussions with attorneys and bankers or other professionals, reputation of the entity, and other factors particular to the entity or it's industry which indicate the overall risk of the engagement.

Fees

1. Fees for our services are based on hourly rates which recognize the professional attainments and experience of our personnel. We are confident you will find our fees are

fair and reasonable. All organizations need an accounting firm that is cost conscious and will endeavor to keep professional fees to a minimum.

It is the policy of our Firm to maintain a high level of professional standards and expertise based on our knowledge that clients value quality audit services. Maintaining this standard of practice is not inexpensive. However, we are also cognizant of our clients' needs to control their costs and, accordingly, have set our fees at a level we believe is fair to our clients and also provides a reasonable return to our Firm. We feel our proposed fee also demonstrates our commitment and desire to service businesses, including non-profit organizations, in our local community.

2. Based upon our understanding of the RFQ, we offer the following price quotes:

These fee quotes assume that cooperation will be received from your personnel in assistance with our engagements.

- Understanding the services to be included and excluded from the base PPS rate.
- Assistance with obtaining the proper cost reporting forms from the affected entities.
- Preparation of payment information from the West Virginia payment systems

Our fee quotes above also include the time necessary in acquiring an initial understanding of your desired payment outcome. We believe our fee quotes have been estimated to allow

Estimated time for this project also contemplates based upon WVCHIPs response a need to data entry each cost report provided in order to properly reclassify certain costs that will be treated differently by WVCHIP than is currently treated by Medicare/Medicaid on the as filed cost reports.

Our estimated cost for this project is a balance not to exceed of \$102,140.00

If you have any questions please contact us at 1.304.624.5471.

Truly yours,

Toothman Rice, PLLC



William J. Behrens, CPA, MPA
Manager

INDIVIDUAL CONTACT INFORMATION

	Phone #	Email Address
Mark V. Kuntz, CPA, CFP	304.624.5471	<u>mkuntz@toothmanrice.com</u>
William J. Behrens, CPA, MPA	304.624.5471 304.203.1020 cell	<u>bbehrens@toothmanrice.com</u>
Phil Schenk	304.542.2116	<u>Philcchs@gmail.com</u>

WILLIAM J. BEHRENS, CPA, MPA

RESUME

EDUCATION

West Virginia University, Morgantown, West Virginia
Masters of Professional Accountancy (MPA)

West Virginia University, Morgantown, West Virginia
Bachelor of Science in Business Administration (BS), Major in Accounting

EXPERIENCE

Toothman Rice, PLLC His primary focus at the firm is on healthcare clients including home health agencies, hospices, rural health clinics/federally qualified health centers and comprehensive outpatient rehabilitation facilities. However, he serves a diversified client base including management companies, real estate rental, and tax clients. Bill provides accounting, audit, tax, cost reporting, management consulting and strategic planning services; January 2005.

Dixon Hughes PLLC, formerly Dixon Odom PLLC, Clarksburg, West Virginia; Senior Manager. His primary focus at the firm was on healthcare clients, but he served a diversified client base including management companies, home owner associations, real estate rental, and tax clients. Bill provided accounting, audit, tax, cost reporting, management consulting and strategic planning services; December 1, 2001 to January 2005.

Doak, Cuppett & Poling a.c., Clarksburg, West Virginia
March 1992 to December 1, 2001. In December 2001, the firm merged into Dixon Odom PLLC. At the time of the merger Bill was a stockholder in Doak, Cuppett & Poling, a.c.

John W. Slough, CPA, Martinsburg, West Virginia
Bill was a member of the professional staff serving in support for various audit, tax, and management consulting engagements; September, 1990 - March, 1992.

Salem Teikyo University, Salem, West Virginia
Bill served as a part-time faculty member from September, 1992 - December 1992.

PROFESSIONAL AFFILIATIONS AND AWARDS

West Virginia Young CPA of the Year, 2003

Awarded by the West Virginia Society of Certified Public Accountants.

WILLIAM J. BEHRENS, CPA, MPA

RESUME (Continued)

PROFESSIONAL AFFILIATIONS AND AWARDS (Continued)

Certified Public Accountant

Bill was initially certified as a public accountant in Maryland in February, 1992. Presently, he is certified in the following states:

West Virginia

Maryland

Pennsylvania

American Institute of Certified Public Accountants

Bill has been a member of the American Institute of Certified Public Accountants since 1992

West Virginia Society of Certified Public Accountants

Bill has been a member of the WVSCPA since 1990. During this period he has served the Society in the following ways:

- New Member Committee (1993, 1997 and 1998)
- Under 35 Task Force (1996 - 1998)
- Board member June 2005-June 2009

North Central Chapter of West Virginia Society of Certified Public Accountants

Bill has been a member since 1992.

Board Member 1998-2004.

Treasurer 2000, Secretary 2001, Vice-President 2002, President 2003

West Virginia Council on Problem Gambling, Inc.

Member 2003, 2004

Community Involvement

American Cancer Society – Relay for Life – Harrison County Unit

- Committee Member 1995 – 2007
- Chairman 1998, 1999 and 2000

Our Lady of Perpetual Help

- Youth Group Advisor 1997, 1998
- Parrish Finance Council 1998 – 2004

Alpha Phi Omega

- Life Member

WILLIAM J. BEHRENS, CPA, MPA

RESUME (Continued)

Peoples Hospice

- Board Member 1994

Fairfield Farms Homeowners Association, Inc.

- President 1997, 1998 and 1999
- Treasurer 2003-2009

AUTHORSHIP AND PUBLICATIONS

Cost Reporting for Home Health Agencies; Contributing Author; Health Services Publishing & Management, Inc.; 1993-1995.

MAJOR PRESENTATIONS AND SPEECHES

Cost Reporting for Federally Qualified Health Centers; West Virginia Primary Care Association, Inc.; September 2009

The New 990 Traps and Planning Opportunities; West Virginia Primary Care Association, Inc.; August 2008

Accounting and Financial Reporting for Home Health Agencies; Contributing Author; Health Services Publishing & Management, Inc.; 1993-1995.

Weaving Through the Financial Maze; Ohio Council for Home Care, September 2003.

Financial & Reimbursement Updates; Ohio Council for Home Care, September 2001, September 2002.

Business and Tax Planning; Regional Pampered Chef Consultants Meeting, January 2003, 2002, 2001 and 2000

Cost Reporting for Emergency Shelters; West Virginia Child Care Association, January 2002.

Cost Reporting and Financial Data; West Virginia Primary Care Association; August 9, 2001.

Hospice Cost Reporting; Medtrade, October 2000.

Accounts Receivable and Revenue Accounting and Financial Reporting Under Home Health PPS; Medtrade, May 2000 and October 2000.

WILLIAM J. BEHRENS, CPA, MPA

RESUME (Continued)

IPS Reimbursement for Home Health Agencies and Survival Strategies Under IPS; Ohio Council for Home Care; January 1998.

Practice Management - Managed Care Physicians; West Virginia Chapter-American Academy of Family Physicians; August 1998.

Coping with Reality under the Balanced Budget Act; Cost Caps, IPS and Case Mix; West Virginia Council of Home Health Agencies; May 1998.

Strategic Planning for PPS and IPS Transition; American Federation of HomeCare Providers, Inc., January, 1998.

Cost Reporting for Cost Based Clinics; Center for Rural Health Development; May 1997.

A-133 Audit Workshop; Center for Rural Health Development; June 1997.

Healthcare Industry Accounting & Management Consulting Practice; West Virginia University MBA Program; June 1997.

Medicare Cost Reporting; Ohio Council for Home Care; April 1997.

Cost Reporting for Primary Care Centers; Center for Rural Health Development; November 1996.

Health Care Terminology; Home Care Financial & Consulting Services Network, Inc.; December 1994.

Evaluating Interim Reimbursement and PIP for Home Health Providers; Home Care Financial & Consulting Network, Inc.; January 1994.

Health Services Publishing & Management, Inc. National Educational Programs

Bill has presented the following programs or participated in their presentation on behalf of Health Services Publishing & Management, Inc.

Cost Reporting for Home Health Agencies; March 1994; September 1994; January 1995; May 1995; September 1995; January 1996; March 1996; July 1996; September 1996; March 1997; September 1997; September 1998; February 1999; May 1999; and September 1999.

RHC/FQHC Cost Report Training; April 2004.

WILLIAM J. BEHRENS, CPA, MPA

RESUME (Continued)

MAJOR PRESENTATIONS AND SPEECHES (Continued)

***PPS Financial Management for Home Health Agencies*, April 2002**

***Cost Report Training for Home Health Agencies*; February 2000, April 2000, April 2001**

***Preparing the Final IPS Cost Report*; May 2001**

***Cost Reporting for Hospice Providers*; May 2001**

***Strategies for Effective PPS Management by HHA's*; July 2000, August 2000, April 2001**

***Financial and Administrative Strategies for Home Care Providers*; April 1998.**

***Medicare Cost Reporting for Home Health Agencies (A comprehensive training program on cost reporting and the Balanced Budget Act of 1997)*; February 1998.**

***Cost Reporting for RHC/FQHC Organizations*; March 1996; and July 1996.**

***Cost Reporting for Home Offices*; March 1997.**

MARK V KUNTZ, CPA, CFP

RESUME

EDUCATION

West Virginia University, Morgantown, West Virginia
Bachelor of Science December 1973

West Virginia College of Graduate Studies Institute of WV,
Finance Graduate Program May 1992

EXPERIENCE

Toothman Rice, PLLC Founder of the predecessor of Toothman Rice, PLLC. His primary focus at the firm is on taxation, financial planning, and management areas. Mark provides expertise in the areas of financial planning while specializing in estate and retirement planning as well. He serves a diversified client base including management companies, real estate rental, timber industry, oil and gas and tax clients. May 1987.

Toothman Rice & Company, Partner, Clarksburg, West Virginia;
His primary focus at the firm was on taxation, financial planning, and management areas. January 1978 to April 1987.

Yount Hyde & Company Winchester, Virginia
Mark served as a staff accountant with a wide range of experience in auditing, financial reporting and taxation.

Fairmont State College, Fairmont, West Virginia
Mark served as a part-time faculty member during 1976.

PROFESSIONAL AFFILIATIONS AND AWARDS

Certified Public Accountant

Mark was initially certified as a public accountant in May 1975. Presently, he is certified in:

West Virginia

Certified Financial Planner

Mark was initially certified as a certified financial planner November of 1992. In addition, he obtained his Securities License in October of 1995.

American Institute of Certified Public Accountants

Mark has been a member of the American Institute of Certified Public Accountants since 1975.

MARK V KUNTZ, CPA, CFP
RESUME (Continued)

West Virginia Society of Certified Public Accountants

Mark has been a member of the WVSCPA since 1975. During this period he has served the Society in the following ways:

- Taxation Committee
- Board member

North Central Chapter of West Virginia Society of Certified Public Accountants

Mark has been a member since 1975.

Mark has served as a Board Member, Treasurer, Secretary, Vice-President, President

United Health Foundation

Board Member

People's Hospice

Served on the original Planning Committee – Gifts of light

United Way

Board Member

Treasurer

Assistant Treasurer

Community Involvement

American Cancer Society – Relay for Life – Harrison County Unit

- Team Member June 2004-Current

Immaculate Conception Catholic Church

- Member

Beta Alpha Psi

- Life Member

Job Squad Inc.

- Board Member

Rotary Club

- Past Member

MAJOR PRESENTATIONS AND SPEECHES

North Central WV Chapter of WVSCPAs

Estate Planning Elkins and Clarksburg Communities

Various tax and financial planning seminars across West Virginia

Various other Financial Planning and Retirement Planning Seminars

PHILLIP A. SCHENK

6 Chansum Place ♦ Elkview, West Virginia, 25071 ♦ 304-965-3446 or 304-542-2116
♦ philcchs@gmail.com

General Work History

Health Policy Analyst, West Virginia Legislature, House of Delegates, Committee on Health and Human Resources, Charleston, WV; 2010-present

Network Administrator; West Virginia Today's Options PPO, Universal American Corporation, Houston, TX; 2008-2010

President and Chief Consultant, CCHS Consulting, Elkview, WV; 2007-2008

Executive Director; West Virginia Primary Care Association; Charleston, WV; 2005-2007

Director; Division of Primary Care, West Virginia Department of Health and Human Resources; Charleston, WV; 2002 to 2005

Chief Executive Officer; First Choice Health Systems, Inc.; Charleston, WV; 2001 to 2002

President and Chief Consultant; CCHS Consulting; Terra Alta, WV; 1990 to 2001

News Director; WFSP Radio; Kingwood, WV; 1981 to 1990

EDUCATION

Master of Science; Capella University; Minneapolis, MN; 2002; Major: Organizational Psychology

Bachelor of Arts; Bowling Green State University; Bowling Green, OH; 1971; Major: Speech Communications

EXPERIENCE SUMMARY

- ♦ Most recently served as a policy analyst for the West Virginia House of Delegates, Committee on Health and Human Resources
- ♦ Managed a start-up Medicare Advantage PPO
- ♦ 7 years experience with FQHC/Community Health Centers in community needs assessment, program development, utilization, advocacy, and more
 - Executive Director of state community health trade association with 34 member organizations and nearly \$2 Million budget
 - Director of West Virginia's Division of Primary Care overseeing \$11.5 Million budget for state support of community-based primary care.
- ♦ 10 years experience as President of my own consulting firm in assessments of community and professional needs, program utilization, and workforce development. Used assessments for strategic planning, human resource coaching and training
- ♦ CEO of state-wide network of mental health providers, procuring and administering grants and other contracts

- ◆ Expertise in health program development in the areas of electronic health records, behavioral health integration into primary care, pharmacy, children's health, rural health, and community health

ACCOMPLISHMENTS

- ◆ Key initiator of statewide program that increased the number of 340B pharmacy sites 276%; resulting in \$725,000 savings for WV Medicaid in 2007 and \$4 Million savings for consumers (all payment types) state-wide in 2008
- ◆ Initiator of several health access projects including one in Northern WV resulting in free clinic becoming FQHC with \$9 Million budget, 12,000 users, and nearly \$½ Million in medical savings to patients in "rust belt" city
- ◆ Directed legislative efforts that increased state funding to community health centers by over \$300,000 first year and more in second year – first increase in 10 years
- ◆ Winner of 23 awards for excellence in journalism as a reporter in rural communities
- ◆ Served on 20 Boards of Directors or Advisory Boards of various organizations and presided over nine of them
- ◆ Graduate of Leadership West Virginia program in 2004
- ◆ As President of private consulting firm conducted 24 community needs assessments for health and human service organizations throughout West Virginia and Maryland resulting in millions of dollars in grants.
- ◆ Active participant in key state-level working groups dealing with health policy and health system reform issues
- ◆ Organized and led community planning efforts requiring coordination of diverse groups of stakeholders
- ◆ Improved hiring and management systems for businesses with assessment tools

References and compensation requirements available upon request

VENDOR PREFERENCE CERTIFICATE

Certification and application* is hereby made for Preference in accordance with West Virginia Code, §5A-3-37. (Does not apply to construction contracts). West Virginia Code, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the West Virginia Code. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Resident Vendor Preference, if applicable.

- 1. Application is made for 2.5% resident vendor preference for the reason checked: Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; or, Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or 80% of the ownership interest of Bidder is held by another individual, partnership, association or corporation resident vendor who has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or, Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; or,
2. Application is made for 2.5% resident vendor preference for the reason checked: Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,
3. Application is made for 2.5% resident vendor preference for the reason checked: Bidder is a nonresident vendor employing a minimum of one hundred state residents or is a nonresident vendor with an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia employing a minimum of one hundred state residents who certifies that, during the life of the contract, on average at least 75% of the employees or Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,
4. Application is made for 5% resident vendor preference for the reason checked: Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; or,
5. Application is made for 3.5% resident vendor preference who is a veteran for the reason checked: Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; or,
6. Application is made for 3.5% resident vendor preference who is a veteran for the reason checked: Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.

Bidder: TOOTHMAN RILE PLLC Signed: [Signature] CPA

Date: 9/10/2010 Title: MANAGER

*Check any combination of preference consideration(s) indicated above, which you are entitled to receive.

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

West Virginia Code §5A-3-10a states: No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owed is an amount greater than one thousand dollars in the aggregate.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount.

EXCEPTION: The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

Under penalty of law for false swearing (*West Virginia Code* §61-5-3), it is hereby certified that the vendor affirms and acknowledges the information in this affidavit and is in compliance with the requirements as stated.

WITNESS THE FOLLOWING SIGNATURE

Vendor's Name: TOOTHMAN RICE PLLC

Authorized Signature: [Signature] Date: 9/10/2010

State of WEST VIRGINIA

County of HARRISON, to-wit:

Taken, subscribed, and sworn to before me this 10th day of September, 2010.

My Commission expires June 27, 2018.

AFFIX SEAL HERE

NOTARY PUBLIC [Signature]

