



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
 BMS90007

PAGE
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF
 ROBERTA WAGNER
 304-558-0067

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE

SHIP TO

HEALTH AND HUMAN RESOURCES
 BUREAU FOR MEDICAL SERVICES
 ROOM 251
 350 CAPITOL STREET
 CHARLESTON, WV
 25301-3709 304-558-1737

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
02/13/2009				

BID OPENING DATE: 03/17/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 2 1. TO EXTEND THE PERIOD OF TIME FOR QUESTIONS AND TO MOVE THE BID OPENING DATE OUT. QUESTIONS WILL BE ACCEPTED UNTIL CLOSE OF BUSINESS ON 2/18/2009. THE BID OPENING DATE IS BEING MOVED FROM 3/3 TILL 3/17. 2. ADDENDUM ACKNOWLEDGEMENT IS ATTACHED. THIS DOCUMENT SHOULD BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO SIGN AND RETURN MAY RESULT IN DISQUALIFICATION OF YOUR BID. EXHIBIT 10 REQUISITION NO.: BMS90007 ADDENDUM ACKNOWLEDGEMENT I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO M PROPOSAL, PLANS AND/OR SPECIFICATION, ETC. ADDENDUM NO.'S: NO. 1 NO. 2 NO. 3 NO. 4 NO. 5						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

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

**GENERAL TERMS & CONDITIONS
REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)**

1. Awards will be made in the best interest of the State of West Virginia.
2. The State may accept or reject in part, or in whole, any bid.
3. All quotations are governed by the *West Virginia Code* and the *Legislative Rules* of the Purchasing Division.
4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
5. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
6. Payment may only be made after the delivery and acceptance of goods or services.
7. Interest may be paid for late payment in accordance with the *West Virginia Code*.
8. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
9. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
11. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
12. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
13. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, this Contract may be deemed null and void, and terminated without further order.
14. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (<http://www.state.wv.us/admin/purchase/vrc/hipaa.htm>) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
15. **WEST VIRGINIA ALCOHOL & DRUG-FREE WORKPLACE ACT:** If this Contract constitutes a public improvement construction contract as set forth in Article 1D, Chapter 21 of the West Virginia Code ("The West Virginia Alcohol and Drug-Free Workplace Act"), then the following language shall hereby become part of this Contract: "The contractor and its subcontractors shall implement and maintain a written drug-free workplace policy in compliance with the West Virginia Alcohol and Drug-Free Workplace Act, as set forth in Article 1D, Chapter 21 of the West Virginia Code. The contractor and its subcontractors shall provide a sworn statement in writing, under the penalties of perjury, that they maintain a valid drug-free work place policy in compliance with the West Virginia and Drug-Free Workplace Act. It is understood and agreed that this Contract shall be cancelled by the awarding authority if the Contractor: 1) Fails to implement its drug-free workplace policy; 2) Fails to provide information regarding implementation of the contractor's drug-free workplace policy at the request of the public authority; or 3) Provides to the public authority false information regarding the contractor's drug-free workplace policy."

INSTRUCTIONS TO BIDDERS

1. Use the quotation forms provided by the Purchasing Division.
2. **SPECIFICATIONS:** Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Complete all sections of the quotation form.
4. Unit prices shall prevail in case of discrepancy.
5. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
6. **BID SUBMISSION:** All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130



State of West Virginia
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<p>I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF BIDS.</p> <p>VENDOR MUST CLEARLY UNDERSTAND THAT ANY VERBAL REPRESENTATION MADE OR ASSUMED TO BE MADE DURING ANY ORAL DISCUSSION HELD BETWEEN VENDOR'S REPRESENTATIVES AND ANY STATE PERSONNEL IS NOT BINDING. ONLY THE INFORMATION ISSUED IN WRITING AND ADDED TO THE SPECIFICATIONS BY AN OFFICIAL ADDENDUM IS BINDING.</p> <p>..... SIGNATURE</p> <p>..... COMPANY</p> <p>..... DATE</p> <p>REV. 11/96</p> <p>END OF ADDENDUM NO. 2</p>						

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0001	1	YR		961-20		
UTILIZATION MANAGEMENT & PRIOR AUTHORIZATION SERVICE						
***** THIS IS THE END OF RFQ BMS90007 ***** TOTAL:						

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SIGN IN SHEET

Page 1 of 3

Mandatory Vendor Pre-Bid Conference for
BMS90007

Date: _____

Please Print

* PLEASE BE SURE TO PRINT LEGIBLY - IF POSSIBLE, LEAVE A BUSINESS CARD.

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: <u>KEPRO</u>	<u>777 E Park Dr.</u>	PHONE <u>717.564.8288</u>
Rep: <u>Nancy Komen</u>	<u>HARRISBURG PA 17105</u>	TOLL FREE
Email Address: <u>nkohler@kepro.org</u>		FAX
Company: <u>APS</u>	<u>44 S BROADWAY #200</u>	PHONE <u>240-315-5416</u>
Rep: <u>Carla Weisman</u>	<u>White Plains, NY 10601</u>	TOLL FREE
Email Address: <u>CarlaWeisman@apshealthcare.com</u>		FAX
Company: <u>DeMara Foundation</u>	<u>9240 Centreville Rd</u>	PHONE <u>410-763-6276</u>
Rep: <u>Julie Tyler</u>	<u>Easton MD 21601</u>	TOLL FREE
Email Address: <u>jtyler@dfnc.org</u>		FAX <u>410-822-7971</u>
Company: <u>AMAP - Perform Care</u>	<u>8040 Gibson Road</u>	PHONE <u>717 909 2101</u>
Rep: <u>Malcolm West</u>	<u>Harrisburg, Pa 17112</u>	TOLL FREE
Email Address: <u>mwest@performcare.org</u>		FAX <u>717 909 2109</u>
Company: <u>FIRST HEART</u>	<u>500 Virginia St. E</u>	PHONE <u>304 344 2041</u>
Rep: <u>LOIS WHITE</u>	<u>Charleston, WV 25301</u>	TOLL FREE
Email Address: <u>LoisWhite@FirstHeart.com</u>		FAX

Note: All persons (vendor and agency) attending the mandatory pre-bid conference are to sign-in.....

SIGN IN SHEET

Mandatory Vendor Pre-Bid Conference for
BMS90007

Date: _____

Please Print

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FIRM & REPRESENTATIVE NAME		MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company:	WVMT	F&B PLLC	PHONE 304-345-0200 TOLL FREE
Rep:	Counsel to [Firm: F&B PLLC]	200 Capitol St	
Email Address:	Mgsinberg@fsblaw.com	Charleston WV 25301	FAX 304-345-0260
Company:	VALUE OPTIONS	240 CORPORATE BLDG	PHONE 757-459-5110 TOLL FREE
Rep:	LAURENCE GOLDMAN	NORFOLK, VA 23502	
Email Address:	Larry.Goldman@valueoptions.com		FAX 757-892-5772
Company:	APS - WV	100 Capital St	PHONE ³⁰⁴ 343-4072 TOLL FREE
Rep:	Jennifer A. Britten	Suite 600	FAX ³⁰⁴ 343-9010
Email Address:	jabbritten@apshealthcare.com	Charl WV 25301	
Company:	JOHN MARKS	3001 Chestnutfield Pl	PHONE 304 346-9864 ext. 2271 TOLL FREE
Rep:	WVMT	Charleston WV 25314	
Email Address:	jmarks@wvmti.als		FAX
Company:	DRS THOMAS ALEXIS	100 CAPITAL ST	PHONE 842 862-2880 TOLL FREE
Rep:	DRS	SUITE 600	
Email Address:	CESTROYNS@DRSVALEXIS.COM	Charleston WV	FAX

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FIRM & REPRESENTATIVE NAME		MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company:	<u>DDWI</u>		PHONE <u>304-346-9864</u> TOLL FREE
Rep:	<u>Richard Leveck</u>		
Email Address:	<u>rleveck@hms.com</u>		FAX <u>304-346-9863</u>
Company:	<u>HMS</u>	<u>405 Capital St. Suite 503</u>	PHONE <u>304-342-1604</u> TOLL FREE
Rep:	<u>Richard Leveck</u>	<u>Charleston WV 25301</u>	
Email Address:	<u>rleveck@hms.com</u>		FAX <u>304-342-1605</u>
Company:	_____	_____	PHONE TOLL FREE
Rep:	_____	_____	
Email Address:	_____	_____	FAX
Company:	_____	_____	PHONE TOLL FREE
Rep:	_____	_____	
Email Address:	_____	_____	FAX
Company:	_____	_____	PHONE TOLL FREE
Rep:	_____	_____	
Email Address:	_____	_____	FAX

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