

Lyle, Tara L

From: Lyle, Tara L
Sent: Monday, March 2, 2020 03:08 PM
To: Alexander, Peggy L
Cc: Yoakum, Maria A; Collins, Conda
Subject: RE: PCC Emergency Contract Request

Peggy,

Your emergency request is approved for a period of three-months. Please follow the emergency procedures outlined in the Purchasing Division Procedures Handbook and provide all supporting documentation no later than 30 days from this approval.

Thanks,

Tara Lyle, Buyer Supervisor
WV Purchasing Division
2019 Washington Street, East
Charleston, WV 25305

304-558-2544
www.wvpurchasing.gov

From: Alexander, Peggy L <Peggy.L.Alexander@wv.gov>
Sent: Friday, February 28, 2020 12:13 PM
To: Sheets, Mike - Purchasing <William.M.Sheets@wv.gov>
Cc: Lyle, Tara L <Tara.L.Lyle@wv.gov>; Reed, Sherri A <Sherri.A.Reed@wv.gov>; Yoakum, Maria A <Maria.A.Yoakum@wv.gov>; Lyons, Mike C <Mike.C.Lyons@wv.gov>; Collins, Conda <Conda.Collins@wv.gov>
Subject: PCC Emergency Contract Request

Mr. Sheets, attached please find our request for an emergency contract for PointClickCare for both the Clarksburg and the Barboursville facilities. Also attached is a memo to Sherri Reed which she initialed to show her approval.

Feel free to contact me with any questions or concerns.

*Thanks,
Peggy Alexander
Administrative Services Manager 1
WV Veterans Nursing Facility
1 Freedom Way, Clarksburg, WV 26301
304-626-1600 x.2015*



*West Virginia Veterans Nursing Facility
One Freedoms Way
Clarksburg WV 26301*

APPROVED
[Signature]
3/2/2020

February 28, 2020

Mike Sheets, Purchasing Director
WV Purchasing Division
1019 Washington Street, E.
Capitol Complex Building 15
Charleston, WV 25305

Re: PointClickCare CCT VNF17*01

Dear Director Sheets,

The WV Veterans Nursing Facility in Clarksburg and the WV Veterans Nursing Home in Barboursville are requesting approval for an emergency contract for Electronic Medical Records Services for a term not to exceed three (3) months. We are in the process of collecting the necessary documentation to ask for a direct award. The vendor is currently working with their legal department to obtain the signed Purchasing Affidavit and WV-96.

We don't expect it will take the full three months, but we want to allow enough time for the vendor to get us the necessary documents, as well as time for the direct award process or bidding process.

The current contract expires on March 10, 2020. This contract covers the software and licensing for the Electronic Medical Records services that are vital to the health and well-being of the residents of both facilities. The cost for these services has been \$3,442.80 per month, so the estimated cost for three (3) months spend is \$10,328.40.

Feel free to contact me with any questions or concerns.

Sincerely,


Peggy Alexander
Business Manager/ASM1

cc: Tara Lyle
Sherri Reed
Maria Yoakum
Mike Lyons
Conda Collins



*West Virginia Veterans Nursing Facility
One Freedoms Way
Clarksburg WV 26301*

Date: February 28, 2020

To: Sherri Reed 
Acting Administrator

From: Peggy Alexander
Business Manager/ASM1

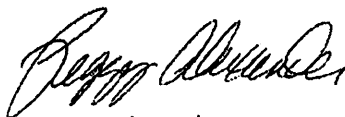
Re: Emergency Contract for PointClickCare

Dear Sherri,

I am requesting your approval to establish an Emergency Contract for the PointClickCare electronic medical records services at the WV Veterans Nursing Facility. This is necessary to extend the current environment without disruption of services for a period not to exceed three (3) months, until the paperwork necessary for a WV-65 Agency Request for Direct Award Posting can be finalized.

We are currently waiting for the vendor's legal department to provide a signed Purchase Affidavit and WV-96 Addendum to Vendors Standard Forms. The current contract expires on March 10, 2020, and in the unlikely event we receive these items from the vendor before then, a new contract would not be finalized in time to avoid any lapse in contract dates.

Sincerely,



Peggy Alexander
Business Manager/ASM1
(304) 626-1600 x.2015
peggy.l.alexander@wv.gov