



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: 09-27-2024

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 2688 BMS2200000023 10	Procurement Folder:	1023977
Document Name:	MHT SFY 23	Reason for Modification:	Change Order 1 is issued to cancel the balance per the attached documentation.
Document Description:	MHT SFY 23		
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 BMS2200000001 10
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000191225			Requestor Name:	Lakendra R Burdette
MYERS & STAUFFER LC 1349 Peachtree ST NE				Requestor Phone:	(304) 352-4319
Atlanta GA 30309				Requestor Email:	lakendra.burdette@wv.gov
US				<h1>2025</h1> <p>FILE LOCATION _____</p>	
Vendor Contact Phone:	800-374-6858	Extension:			
Discount Details:					
	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:	\$417,000.00
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CH 10/2/24
 PURCHASING DIVISION AUTHORIZATION
 DATE: 10/2/24
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
 DATE: 10-7-24
 ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order 1 to cancel the balance on the delivery order from \$494,000.00 to \$417,000.00 per attached document.

Original Contract Total: \$494,000.00

Change Order No. 1 cancellation: (\$77,000.00)

New Contract Total: \$417,000.00

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	93151507	0.00000		\$0.0000	\$347,000.00
Service From	Service To	Manufacturer	Model No	Delivery Date	
2022-04-18	2023-08-14				

Commodity Line Description: Technical Support Staff (non-actuary) \$200.00 per hour

Extended Description:

Technical Support Staff (non-actuary)

\$200.00 Per Hour

2,120 Hours @ \$200.00=\$424,000.00

Service Period: 04/18/2022-08/14/2023

Change Order 1

\$200.00 Per Hour

1,735 Hours @ \$200.00=\$347,000.00

Service Period: 04/18/2022-08/14/2023

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	93151507	0.00000		\$0.0000	\$70,000.00
Service From	Service To	Manufacturer	Model No	Delivery Date	
2022-04-18	2023-08-14				

Commodity Line Description: Managed Care Oversight Ad Hoc Services \$175.00 per hour

Extended Description:

Managed Care Oversight Ad Hoc Services

\$175.00 per hour

400 Hours @ \$175.00=\$70,000.00

Service Period: 04/18/2022-08/14/2023

Change Order 1

No changes made to this line.



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

Cynthia A. Persily, Ph.D.
Cabinet Secretary

Cynthia Beane
Commissioner

DATE: September 9, 2024
TO: Myers & Stauffer
FROM: Lakendra Burdette *LB*
Procurement Specialist
RE: Balance Closure of CDO BMS22*23
Dept 0511

Please be advised that there is a remaining balance on CDO BMS22*23 for Myers & Stauffer LC. This agency contract expired on 08/14/2023. If you agree that all work has been invoiced, and that a remaining balance of \$77,000.00 exists, please sign and date in the space provided below and return it to my attention. If you dispute this amount, please contact me at (304) 352-4319 or Lakendra.burdette@wv.gov. If no response is received by October 9, 2024, the Bureau for Medical Services (BMS) will proceed with cancellation of the remaining balance.

Thank you for your time and consideration in this matter.

Signature:

Jerry

Digitally signed
by Jerry Dubberly

Dubberly

Date: 2024.09.26
18:26:56 -04'00'

Date:

OK
Alle
Greath



COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>Crystal Husband</u> Date: <u>10/2/24</u> Solicitation No. <u>CDO BMS 22*23</u>	Agency: DoHS-BMS Procurement Officer Submitting Requisition: Althea Greenhowe Requisition No. CMA BMS 22*01 CDO BMS 22*23 PF No.: 797901 1023977
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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 www.state.wv.us/admin/purchase/TCP.pdf	<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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input 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: _____

Deptel Husted

- Any Words (i)
- All Words (i)
- Exact Phrase (i)

e.g. 123456789, Smith Corp

"MYERS & STAUFFER LC" ×

Classification ▼

Excluded Individual ▼

Excluded Entity ▼

Federal Organizations ▼

Exclusion Type ▲

Ineligible (Proceedings Pending)

Ineligible (Proceedings Complete)

Prohibition/Restriction

Voluntary Exclusion

Exclusion Program ▼

Location ▼

Dates ▼

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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.

MYERS AND STAUFFER LC

see Attached

Organization Information									
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason	
LLC Limited Liability Company	6/25/2001		6/25/2001	Foreign	Profit		6/25/2050		

Organization Information									
Business Purpose	5412 - Professional, Scientific and Technical Services - Professional, Scientific and Technical Services - Accounting/Tax Prep/Bookkeeping/Payroll Services (CPAs)			Capital Stock					
Charter County				Control Number		41216			
Charter State	KS			Excess Acres					
At Will Term	T			Member Managed		MBR			
At Will Term Years	49			Par Value					
Authorized Shares				Young Entrepreneur		Not Specified			

Addresses	
Type	Address
Designated Office Address	209 WEST WASHINGTON ST CHARLESTON, WV, 25302
Mailing Address	700 W 47TH ST STE 1100 KANSAS CITY, MO, 64112 USA
Notice of Process Address	CORPORATION SERVICE COMPANY 209 WEST WASHINGTON STREET CHARLESTON, WV, 25302
Principal Office Address	700 W 47TH ST STE 1100 KANSAS CITY, MO, 64112 USA
Type	Address

Officers	
Type	Name/Address
Member	CHARLES SMITH 100 EASTSHORE DRIVE STE 200 GLEN ALLEN, VA, 23059
Organizer	KEVIN C. LONDEEN 4123 SW GAGE CENTER DRIVE, SUITE 200 TOPEKA, KS, 66604 USA
Type	Name/Address

Annual Reports	
Filed For	
2024	
2023	
2022	
2021	
2020	
2019	
2018	
2017	
2016	

2015
2014
2013
2012
2011
2010
2009
2008
2007
2006
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2002
Date filed

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

Friday, September 27, 2024 — 8:26 AM

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Vendor/Customer

Address

Address Type	Street 1	City	State/Province	Zip/Postal Code	Principal Contact
✓ Payment	1131 SW Winding Rd Ste C	Topeka	KS	66616	
Payment	700 W 47th Street Suite 1100	Kansas City	MO	64112	Jennifer Isleib
Billing	100 EASTSHORE DRIVE STE 200	GLEN ALLEN	VA	23059	Marketing Coordinator
Payment	62954 COLLECTION CENTER DRIVE	CHICAGO	IL	60693-0629	Marketing Coordinator
Ordering	1349 Peachtree ST NE	Atlanta	GA	30309	
Payment	1349 PEACHTREE ST NE	ATLANTA	GA	30309	TERRI BRANNING
Payment	10200 GRAND CENTRAL AVENUE	OWINGS MILLS	MD	21117	
Other	1131 SW Winding Rd Ste C	Topeka	KS	66616	
Ordering	10200 GRAND CENTRAL AVENUE	OWINGS MILLS	MD	21117	
Payment	PO BOX 505215	ST LOUIS	MO	63150-5215	Marketing Coordinator

First Prev Next Last

Save Undo Delete Insert Copy Paste

Vendor/Customer : 000000191225
MYERS & STAUFFER LC

Active From : 05/21/2015

Active To :

Address Type : Payment

Default Record :

Division/Department :

Mail Returned :

Additional Address Info. :

Active Address : Yes

Prevent New Spending :

Default Currency : USD - US Dollar

Address Information

Address ID : AD000006
 Street 1 : 1131 SW Winding Rd Ste C
 Street 2 :
 City : Topeka
 State/Province : KS
 Zip/Postal Code : 66616
 DUNS :
 Extended DUNS :
 Unique Entity Identifier :
 CAGE Code :

Country Phone Code : 1
 Phone : 000-000-0000
 Phone Extension :
 County :
 County Name :
 Country : US

► Prenote/EFT

► Remittance Advice

► Contact Information

► Contact Address Information

► Geographic Designation

► Change Management

Top

Modify Existing Record Add New Address

Master Address Master Contacts Languages

Vendor Transaction History