



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: 01-03-2025

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:	CDO 0511 2680 BMS2300000029 8	Procurement Folder:	1199060
Document Name:	Technical Assistance and Program Support (TAPS) Project Ph V	Reason for Modification:	Change Order 1 is issued to cancel the balance per the attached documentation
Document Description:	Technical Assistance and Program Support (TAPS) Project Ph V		
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 HHR2100000003 8
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR			DEPARTMENT CONTACT		
Vendor Customer Code:	000000100150		Requestor Name:	Lakendra R Burdette	
BERRY DUNN MCNEIL & PARKER LLC 2211 CONGRESS ST			Requestor Phone:	304-352-4319	
PORTLAND ME 04102			Requestor Email:	lakendra.burdette@wv.gov	
US			<div style="font-size: 2em; font-weight: bold;">2025</div> FILE LOCATION _____		
Vendor Contact Phone:	6813138905	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

Total Order Amount:	\$940,483.30
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Purchasing Division's File Copy

CH 1/8/25
 PURCHASING DIVISION AUTHORIZATION
 DATE: *Tanya [Signature]* 1/9/25
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
 DATE: *Cody [Signature]* 1-10-25
 ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order 1 to cancel the balance on the delivery order from \$1,498,800.00 to \$940,483.30 per attached document.

Original Contract Total: \$1,498,800.00

Change Order No. 1 cancellation: (\$558,316.70)

New Contract Total: \$940,483.30

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	80101600	0.00000		\$0.0000	\$10,986.50
Service From	Service To	Manufacturer		Model No	Delivery Date
2023-07-01	2024-06-14				

Commodity Line Description: Lead Project Manager: Base Year One

Extended Description:

Lead Project Manager: Base Year One

Hourly Rate: \$215.00

Ed Daranyi 108 Hours @ 215 = \$23,220

Change Order 1

Actual amount used 51.1 hours @ \$215 = \$10,986.50

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	80101600	0.00000		\$0.0000	\$540.00
Service From	Service To	Manufacturer		Model No	Delivery Date
2023-07-01	2024-06-14				

Commodity Line Description: Engagement Manager: Base Year One

Extended Description:

Engagement Manager: Base Year One

Hourly Rate: \$270.00

Nicole Becnel 58 hours @ \$270 = \$15,660

Change Order 1

Actual amount used 2 hours @ \$270 = \$540.00

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	80101600	0.00000		\$0.0000	\$167,844.00
Service From	Service To	Manufacturer		Model No	Delivery Date
2023-07-01	2024-06-14				

Commodity Line Description: Project Management Support Staff: Base Year One

Extended Description:

Project Management Support Staff: Base Year One

Hourly Rate: \$80.00

Megan Blount 400 Hours @ \$80 = \$32,000

Nolan Cry 400 Hours @ \$80 = \$32,000

Alexandra Glowacky 905 Hours @ \$80 = \$72,400

Azba Hotawala 400 Hours @ \$80 = \$32,000

Krista Clay 400 Hours @ \$80 = \$32,000

Alycia Minshall, Caitlin Cabral, Emily Hendrickson, Janine DiLorenzo, Jon Williams, Jordan Ramsey, Karla Fossett and Megan Hamilton 246 Hours @ \$80 = \$19,680

Total 2,751 Hours @ \$80 = \$220,080

Change Order 1

Actual amount used 2,098.05 hours @ \$80 = \$167,844.00

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	80101600	0.00000		\$0.0000	\$761,112.80
Service From	Service To	Manufacturer		Model No	Delivery Date
2023-07-01	2024-06-14				

Commodity Line Description: General Project Manager: Base Year Three

Extended Description:

General Project Manager: Base Year One

Hourly Rate: \$180.00

Change Order 2: Pricing effective 06/15/2023.

Ethan Wiley 315 Hours @ \$180 = \$56,700

Susan Chugha 315 Hours @ \$180 = \$56,700

Peter Alfrey 315 Hours @ 180 = \$56,700

Maggie Anderson 315 Hours @ \$180 = \$56,700

Dot Ball 315 Hours @ \$180 = \$56,700

Julie Bandy 315 Hours @ \$180 = \$56,700

Lloyd Butler 315 Hours @ \$180 = \$56,700

Andrea Clark 315 Hours @ \$180 = \$56,700

Kristan Drzewiecki 315 Hours @ \$180 = \$56,700

Chris Fanikos 315 Hours @ \$180 = \$56,700

Alex Fowler 315 Hours @ \$180 = \$56,700

Valerie Hamilton 315 Hours @ \$180 = \$56,700

Danielle Joslyn 315 Hours @ \$180 = \$56,700

Brody McClellan 315 Hours @ \$180 = \$56,700

Arisara Miller 315 Hours @ \$180 = \$56,700

Dina Nash 315 Hours @ \$180 = \$56,700

Tonya Roloson 315 Hours @ \$180 = \$56,700

Nicole Spears 315 Hours @ \$180 = \$56,700

Jeffrey Stoddard 315 Hours @ \$180 = \$56,700

Dawn Webb 273 Hours @ \$180 = \$49,140

Ryan Wrisley 315 Hours @ \$180 = \$56,700

Fei Zou 315 Hours @ \$180 = \$56,700

Total 6,888 Hours @ 180 = \$1,239,840.00

Change Order 1

Actual amount used 4,228.40444 hours @ \$180 = \$761,112.80



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

Cynthia A. Persily, Ph.D.
Cabinet Secretary

Cynthia Beane
Commissioner

DATE: December 23, 2024
TO: Ed Daranyi
Berry Dunn McNeil & Parker LLC
FROM: Lakendra Burdette *LB*
Procurement Specialist
RE: Balance Closure of CDO BMS23*29
Dept 0511

Please be advised that there is a remaining balance on CDO BMS23*29 for Berry Dunn McNeil & Parker LLC. This agency contract expired on 06/14/2024. If you agree that all work has been invoiced, and that a remaining balance of \$558,316.70 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 January 22, 2025, 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: _____ Digitally signed by
Eduardo Eduardo G.
G. Daranyi Daranyi
Date: 2024.12.26
09:17:14 -05'00'

Ok

Althea Greenhouse





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

Cynthia A. Persily, Ph.D.
Cabinet Secretary

Cynthia Beane
Commissioner

DATE: December 27, 2024

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: PF1199060, CDO BMS23*29 – Change Order 1
Dept 0511

The West Virginia Bureau for Medical Services (BMS) respectfully requests the cancellation of the unused balance of \$558,316.70 on the above referenced CDO with Berry, Dunn, McNeil & Parker LLC. The vendor has concurred that all invoices have been paid. The vendor was able to perform all required services at a lesser cost than was originally budgeted and approved. BMS is requesting cancellation of the remaining balance to roll back dollars for future budgeting use.

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



Keyword Search

For more information on how to use our keyword search, visit our help guide

Simple Search

Search Editor

Any Words 

All Words 

Exact Phrase 

e.g. 123456789, Smith Corp

"berry dunn mcneil & parker llc" 

Entity 

Location 

Status 

Active

Inactive

Reset 



No matches found

Your search did not return any results for active records.

Would you like to include inactive records in your search results?

Search inactive

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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.

BERRY, DUNN, MCNEIL & PARKER, LLC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC Limited Liability Company	1/8/2008		1/8/2008	Foreign	Profit			

Organization Information			
Business Purpose	5511 - Management of Companies and Enterprises - Management of Companies and Enterprises - Management of Companies and Enterprises Including Offices of Bank Holding Companies and Other Holding Companies		
Charter County	Kanawha	Control Number	0
Charter State	ME	Excess Acres	<input type="button" value="X Close"/>
At Will Term	A	M Mi	Hi, I'm SOLO! I can help you file your Annual Report.
At Will Term Years		Pa	
Authorized Shares		Young Entrepreneur	Not Specified

Addresses	
Type	Address
Designated Office Address	209 WEST WASHINGTON STREET CHARLESTON, WV, 25302
Mailing Address	2211 CONGRESS STREET PORTLAND, ME, 04102 USA
Notice of Process Address	CORPORATION SERVICE COMPANY 209 WEST WASHINGTON STREET CHARLESTON, WV, 25302
Principal Office Address	2211 CONGRESS STREET PORTLAND, ME, 04102 USA
Type	Address

Officers	
Type	Name/Address
Member	CHARLES K. LEADBETTER III 2211 CONGRESS STREET PORTLAND, ME, 04102
Member	SETH E. WEBBER 2211 CONGRESS STREET PORTLAND, ME, 04102
Member	KATHY PARKER, C.P.A. 2211 CONGRESS STREET PORTLAND, ME, 04102
Member	SARAH BELLIVEAU, C.P.A. 2211 CONGRESS STREET PORTLAND, ME, 04102
Type	Name/Address

DBA	
DBA Name	Description
BERRY DUNN	TRADENAME
BERRY, DUNN, MCNEIL & PARKER, PLLC	TRADENAME
DBA Name	Description

Hi, I'm SOLO! I can help you file your Annual Report.

11/5/2019

DBA Name	Description	Effective Date	Termination
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Annual Reports

Filed For

2024

2023

2022

2021

2020

2019

2018

2017

2016

2015

2014

2013

2012

2011

2010

2009

Date filed

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

Wednesday, January 8, 2025 — 11:10 AM

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you file your Annual
Report.

COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>Crystal Husted</u> Date: <u>11/8/25</u> Solicitation No. <u>CDO BMS23*29</u>	Agency: DoHS-BMS Procurement Officer Submitting Requisition: Althea Greenhowe Requisition No. CDO BMS 23*29 PF No.: 1199060
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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				
	<i>Commercial General Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Automobile Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Workers' Compensation/Employer's Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Cyber Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Builder's Risk/Installation Floater</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Professional Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Other (specify)</i>	<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 type="checkbox"/>
2	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 type="checkbox"/>
7	State debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Federal debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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: _____