



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

State of West Virginia Master Agreement

Order Date: 07-01-2024

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:	CMA 0511 0511 HHR2200000001 4	Procurement Folder:	929306
Document Name:	COMMON AUDIT AGREEMENT	Reason for Modification:	
Document Description:	COMMON AUDIT AGREEMENT	CO3	To renew contract
Procurement Type:	Central Sole Source		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2021-11-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-10-31

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000215318			Requestor Name:	Jeffrey L Bush
PALMETTO GBA LLC				Requestor Phone:	(304) 558-2587
17 TECHNOLOGY CIRCLE				Requestor Email:	jeffrey.l.bush@wv.gov
COLUMBIA	SC	29203		<div style="font-size: 48pt; font-weight: bold;">24</div> <div style="font-weight: bold;">FILE LOCATION</div>	
US					
Vendor Contact Phone:	999-999-9999	Extension:			
Discount Details:					
	Discount Allowed	Discount Percentage	Discount Days		
#1	No	0.0000	0		
#2	No				
#3	No				
#4	No				

INVOICE TO	SHIP TO
BUYER - 304-957-0209	BUYER - 304-957-0209
HEALTH AND HUMAN RESOURCES	HEALTH AND HUMAN RESOURCES
ADMINISTRATION AND FINANCE	ADMINISTRATION AND FINANCE
ONE DAVIS SQUARE, RM 300	ONE DAVIS SQUARE, RM 300
CHARLESTON WV 25301	CHARLESTON WV 25301
US	US

7/1/24 6C

Total Order Amount:	Open End
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Purchasing Division's File Copy

CH 7/1/24

PURCHASING DIVISION AUTHORIZATION
 DATE: *Tara H 7/1/2024*
 ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM
 DATE: *John S. Gray*
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
 DATE: *Dan Qu 7/3/24*
 ELECTRONIC SIGNATURE ON FILE

7/2/2024

Extended Description:

Change Order

Change Order 3 is issued to renew the original contract according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders.

Effective date of renewal: November 1, 2024 through October 31, 2025

Renewal Years Remaining: 0

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	93151607			HOUR	83.530000
	Service From	Service To		Service Contract Amount	
	2021-11-01	2022-10-31		0.00	

Commodity Line Description: Cost Report Services - Desk Audit/Reviews

Extended Description:

Base Year: Cost Report Services: Desk Audit/Reviews

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	93151607			HOUR	126.620000
	Service From	Service To		Service Contract Amount	
	2021-11-01	2022-10-31		0.00	

Commodity Line Description: Cost Report Services - Field Audit/Reviews

Extended Description:

Base Year: Cost Report Services: Field Audit/Reviews

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	93151607			HOUR	83.530000
	Service From	Service To		Service Contract Amount	
	2021-11-01	2022-10-31		0.00	

Commodity Line Description: DSH Survey Form Services - Desk Audit/Reviews

Extended Description:

Base Year: DSH Survey Form Services: Desk Audit/Reviews

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	93151607			HOUR	126.620000
	Service From	Service To		Service Contract Amount	
	2021-11-01	2022-10-31		0.00	

Commodity Line Description: DSH Survey Form Services - Field Audit/Reviews

Extended Description:

Base Year: DSH Survey Form Services: Field Audit/Reviews

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	93151607			HOUR	126.620000
	Service From	Service To	Service Contract Amount		
	2021-11-01	2022-10-31	0.00		

Commodity Line Description: Additional Services/On-site (Chas., WV)

Extended Description:

Base Year: Additional Services/On-site (Chas., WV)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
6	93151607			HOUR	83.530000
	Service From	Service To	Service Contract Amount		
	2021-11-01	2022-10-31	0.00		

Commodity Line Description: Additional Services/Offsite

Extended Description:

Base Year: Additional Services/Off-site

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
7	93151607			HOUR	86.040000
	Service From	Service To	Service Contract Amount		
	2022-11-01	2023-10-31	0.00		

Commodity Line Description: Year One - Cost Report Services - Desk Audit/Reviews

Extended Description:

Year One: Cost Report Services: Desk Audit/Reviews

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
8	93151607			HOUR	130.410000
	Service From	Service To	Service Contract Amount		
	2022-11-01	2023-10-31	0.00		

Commodity Line Description: Year One - Cost Report Services - Field Audit/Reviews

Extended Description:

Year One: Cost Report Services: Field Audit/Reviews

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
9	93151607			HOUR	86.040000
	Service From	Service To	Service Contract Amount		
	2022-11-01	2023-10-31	0.00		

Commodity Line Description: Year One - DSH Survey Form Services - Desk Audit/Reviews

Extended Description:

Year One - DSH Survey Form Services - Desk Audit/Reviews

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
10	93151607			HOUR	130.410000
	Service From	Service To	Service Contract Amount		
	2022-11-01	2023-10-31	0.00		

Commodity Line Description: Year One-DSH Survey Form Services - Field Audit/Reviews

Extended Description:

Year One - DSH Survey Form Services - Field Audit/Reviews

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
11	93151607			HOUR	130.410000
	Service From	Service To		Service Contract Amount	
	2022-11-01	2023-10-31		0.00	

Commodity Line Description: Year One - Additional Services/On-site (Chas., WV)

Extended Description:

Year One - Additional Services/On-site (Chas., WV)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
12	93151607			HOUR	86.040000
	Service From	Service To		Service Contract Amount	
	2022-11-01	2023-10-31		0.00	

Commodity Line Description: Year One - Additional Services/Off-site

Extended Description:

Year One - Additional Services/Off-site

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
13	93151607			HOUR	88.620000
	Service From	Service To		Service Contract Amount	
	2023-11-01	2024-10-31		0.00	

Commodity Line Description: Year Two - Cost Report Services - Desk Audit/Reviews

Extended Description:

Year Two: Cost Report Services: Desk Audit/Reviews

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
14	93151607			HOUR	134.330000
	Service From	Service To		Service Contract Amount	
	2023-11-01	2024-10-31		0.00	

Commodity Line Description: Year Two - Cost Report Services - Field Audit/Reviews

Extended Description:

Year Two: Cost Report Services: Field Audit/Reviews

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
15	93151607			HOUR	88.620000
	Service From	Service To		Service Contract Amount	
	2023-11-01	2024-10-31		0.00	

Commodity Line Description: Year Two - DSH Survey Form Services - Desk Audit/Reviews

Extended Description:

Year Two - DSH Survey Form Services - Desk Audit/Reviews

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
16	93151607			HOUR	134.330000
	Service From	Service To		Service Contract Amount	
	2023-11-01	2024-10-31		0.00	

Commodity Line Description: Year Two - DSH Survey Form Services - Field Audit/Reviews

Extended Description:

Year Two - DSH Survey Form Services - Field Audit/Reviews

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
17	93151607			HOUR	134.330000
	Service From	Service To		Service Contract Amount	
	2023-11-01	2024-10-31		0.00	

Commodity Line Description: Year Two - Additional Services/On-site (Chas., WV)

Extended Description:

Year Two - Additional Services/On-site (Chas., WV)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
18	93151607			HOUR	88.620000
	Service From	Service To		Service Contract Amount	
	2023-11-01	2024-10-31		0.00	

Commodity Line Description: Year Two - Additional Services/Off-site

Extended Description:

Year Two - Additional Services/Off-site

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
19	93151607			HOUR	91.280000
	Service From	Service To		Service Contract Amount	
	2024-11-01	2025-10-31		0.00	

Commodity Line Description: Year Three - Cost Report Services - Desk Audit/Reviews

Extended Description:

Year Three: Cost Report Services: Desk Audit/Reviews

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
20	93151607			HOUR	138.360000
	Service From	Service To		Service Contract Amount	
	2024-11-01	2025-10-31		0.00	

Commodity Line Description: Year Three - Cost Report Services - Field Audit/Reviews

Extended Description:

Year Three: Cost Report Services: Field Audit/Reviews

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
21	93151607			HOUR	91.280000
	Service From	Service To		Service Contract Amount	
	2024-11-01	2025-10-31		0.00	

Commodity Line Description: Year Three - DSH Survey Form Services - Desk Audit/Reviews

Extended Description:

Year Three: DSH Survey Form Services: Desk Audit/Reviews

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
22	93151607			HOUR	138.360000
	Service From	Service To		Service Contract Amount	
	2024-11-01	2025-10-31		0.00	

Commodity Line Description: Year Three - DSH Survey Form Services - Field Audit/Reviews

Extended Description:

Year Three: DSH Survey Form Services: Field Audit/Reviews

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
23	93151607			HOUR	138.360000
	Service From	Service To	Service Contract Amount		
	2024-11-01	2025-10-31	0.00		

Commodity Line Description: Year Three - Additional Services/On-site (Chas., WV)

Extended Description:

Year Three: Additional Services/On-site (Chas., WV)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
24	93151607			HOUR	91.280000
	Service From	Service To	Service Contract Amount		
	2024-11-01	2025-10-31	0.00		

Commodity Line Description: Year Three - Additional Services/Offsite

Extended Description:

Year Three: Additional Services/Off-site



PALMETTO GBA®
A CELERIAN GROUP COMPANY

PO BOX 100134 | COLUMBIA, SC 29202-3134 | PALMETTOGBA.COM | ISO 9601

WALTER J. JOHNSON
President and Chief Operating Officer

June 14, 2024

Barbara Skeen
Director, Division of Rate Setting and Provider Reimbursement
Office of Shared Administration
West Virginia Departments of Health, Health Facilities and Human Resources
One Davis Square
321 Capitol St. Suite 304
Charleston, WV 25301

Re: Renewal Affirmation for Contract Number CMA 0511 0511 HHR2200000001 1 Common Audit Agreement

Dear Ms. Skeen:

The purpose of this letter is to notify the West Virginia Department of Health and Human Resources (WVDHHR) of Palmetto GBA, LLC's (Palmetto) Intent to renew the above referenced Contract under the existing terms and conditions with no changes to the Contract. The original Contract period is November 1, 2021, through October 31, 2022, with three optional one-year renewals.

Palmetto hereby agrees to renew the contract for the period of November 1, 2024, through October 31, 2025, based on existing terms and conditions.

Sincerely,

Digitally signed by Walter J. Johnson
Date: 2024.06.14 09:17:49 -04'00'

Walter J. Johnson
President & COO

Agreed

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

e.g. 123456789, Smith Corp

"palmetto gba" x

- Classification v
- Excluded Individual v
- Excluded Entity v
- Federal Organizations v
- Exclusion Type v
- Exclusion Program v
- Location v
- Dates v

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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.

PALMETTO GBA, LLC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC Limited Liability Company	12/1/2011		12/1/2011	Foreign	Profit			

Organization Information			
Business Purpose	5242 - Finance and Insurance - Insurance Carriers and Related Activities - Agencies, Brokerages and Other Insurance Related Activities (claims adjusting, third-party administration)		Capital Stock
Charter County		Control Number	99S3Y
Charter State	SC	Excess Acres	
At Will Term	A	Member Managed	MGR
At Will Term Years		Par Value	
Authorized Shares		Young Entrepreneur	Not Specified

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Addresses	
Type	Address
Mailing Address	I-20 AT ALPINE ROAD, AA-270 COLUMBIA, SC, 29219 USA
Notice of Process Address	C T CORPORATION SYSTEM 5098 WASHINGTON ST W STE 407 CHARLESTON, WV, 253131561
Principal Office Address	17 TECHNOLOGY CIRCLE, AG-A15 COLUMBIA, SC, 29203 USA
Type	Address

Officers	
Type	Name/Address
Manager	MICHAEL J. MIZEUR, DAVIS S. PANKAU, BRUCE W. HUGHES, LORI C. HAIR I-20 AT ALPINE ROAD AA-270 COLUMBIA, SC, 29219
Manager	WALTER JOHNSON, DAVID BUTLER, MARTIN KAPPERT, ILENE NAGEL, ROBERT SHIELDS I-20 AT ALPINE ROAD AA-270 COLUMBIA, SC, 29219
Type	Name/Address

Annual Reports
Filed For
2024
2023
2022
2021
2020
2019

2018
2017
2016
2015
2014
2013
2012
Date filed

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

Monday, July 1, 2024 — 10:26 AM

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>Crystal Husted</u> Date: <u>7/1/24</u> Solicitation No. <u>CMA HHR22*01</u>	Agency: WV Department of Health & Human Resources <hr/> Procurement Officer Submitting Requisition: Heather White <hr/> Requisition No. CMA HHR22*01 CO3 <hr/> PF No.: 929306
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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 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: _____

Cristine Horstead