



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: 06-08-2023

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 3275 BMS2200000003 2	Procurement Folder:	1035209
Document Name:	INCIDENT MANAGEMENT SOLUTION	Reason for Modification:	Change Order 1 To Renew Contract
Document Description:	INCIDENT MANAGEMENT SOLUTION		
Procurement Type:	Central Sole Source		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2022-06-15
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2024-06-14

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	VS0000039884	Requestor Name:	Lucinda L Carroll
WELLSKY CORPORATION 11300 SWITZER ROAD		Requestor Phone:	(304) 352-4235
OVERLAND PARK KS 66210 US		Requestor Email:	lucinda.l.carroll@wv.gov
Vendor Contact Phone:	9133071000 Extension:	<div style="font-size: 48px; font-weight: bold;">23</div> <div style="font-size: 24px; font-weight: bold;">FILE LOCATION _____</div>	
<b>Discount Details:</b>			
	<b>Discount Allowed    Discount Percentage    Discount Days</b>		
#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

*6/12/2023*

Total Order Amount: \_\_\_\_\_ Open End

Purchasing Division's File Copy

ENTERED

*CH 6/12/23*

**PURCHASING DIVISION AUTHORIZATION**  
 DATE: *Twanita 6/12/2023*  
 ELECTRONIC SIGNATURE ON FILE

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

**ENCUMBRANCE CERTIFICATION**  
*Beverly Toler*  
 DATE: *6-14-23*  
 ELECTRONIC SIGNATURE ON FILE

*6/13/2023*

**Extended Description:**

Change Order

Change Order No. 1 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 6/15/23 - 6/14/24.

Renewal Years Remaining: Zero (0)

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2022-06-15	2023-06-14		1314000.00	

**Commodity Line Description:** Cloud Service Fees-Base Year 1

**Extended Description:**

Cloud Service Fees-Base Year 1

Total Cost: \$1,314,000.00

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2022-06-15	2023-06-14		0.00	

**Commodity Line Description:** Additional state-level user licenses-Base Year 1

**Extended Description:**

Additional state-level user licenses-Base Year 1.

\$900.00 Per User

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2022-06-15	2023-06-14		0.00	

**Commodity Line Description:** Additional provider-level user licenses-Base Year 1

**Extended Description:**

Additional provider-level user licenses-Base Year 1

\$600.00 Per User

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2022-06-15	2023-06-14		1084250.00	

**Commodity Line Description:** One-time implementation fees-Base Year 1

**Extended Description:**

One-time implementation fees-Base Year 1

Total Amount: \$1,084,250.00

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2022-06-15	2023-06-14		23438.00	

**Commodity Line Description:** Maintenance and Operations: Managed Svc-Base Year 1

**Extended Description:**

Maintenance and Operations: Managed Services-Base Year 1

Total Amount: \$23,438.00

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
6	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2022-06-15	2023-06-14		5781.00	

**Commodity Line Description:** Maintenance and Operations: Interface Maint. Svc-Base Yr 1

**Extended Description:**

Maintenance and Operations: Interface Maintenance Services-Base Year 1

Total Amount: \$5,781.00

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
7	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2022-06-15	2023-06-14		18750.00	

**Commodity Line Description:** Maintenance and Operations: Learning Center Svc-Base Yr 1

**Extended Description:**

Maintenance and Operations: Learning Center Services-Base Year 1

Total Amount: \$18,750.00

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
8	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2022-06-15	2023-06-14		0.00	

**Commodity Line Description:** Additional Professional Services-Base Year 1

**Extended Description:**

Additional provider-level user licenses-Base Year 1

\$187.50 Per Hour

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
9	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2023-06-15	2024-06-14		1314000.00	

**Commodity Line Description:** Cloud Service Fees-Option Renewal Year 1

**Extended Description:**

Cloud Service Fees-Option Renewal Year 1

Total Cost: \$1,314,000.00

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
10	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2023-06-15	2024-06-14		0.00	

**Commodity Line Description:** Additional state-level user licenses-Optional Renewal Year 1

**Extended Description:**

Additional state-level user licenses-Optional Renewal Year 1

\$900.00 Per User

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
11	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2023-06-15	2024-06-14		0.00	

**Commodity Line Description:** Additional provider-level user licenses-OR Year 1

**Extended Description:**

Additional provider-level user licenses-Optional Renewal Year 1

\$600.00 Per User

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
13	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2023-06-15	2024-06-14		93750.00	

**Commodity Line Description:** Maintenance and Operations: Managed Svc-OR Year 1

**Extended Description:**

Maintenance and Operations: Managed Services-Optional Renewal Year 1

Total Amount: \$93,750.00

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
14	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2023-06-15	2024-06-14		23125.00	

**Commodity Line Description:** Maintenance and Operations: Interface Maint. Svc-OR Year 1

**Extended Description:**

Maintenance and Operations: Interface Maintenance Services-Optional Renewal Year 1

Total Amount: \$23,125.00

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
15	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2023-06-15	2024-06-14		18750.00	

**Commodity Line Description:** Maintenance and Operations: Learning Center Svc-OR Yr 1

**Extended Description:**

Maintenance and Operations: Learning Center Services-Optional Renewal Year 1

Total Amount: \$18,750.00

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
16	93151507				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2023-06-15	2024-06-14		0.00	

**Commodity Line Description:** Additional Professional Services-Optional Renewal Year 1

**Extended Description:**

Additional Professional Services-Optional Renewal Year 1

\$187.50 Per Hour



STATE OF WEST VIRGINIA  
DEPARTMENT OF HEALTH AND HUMAN RESOURCES  
Bureau for Medical Services

Jeffrey H. Coben, MD  
Interim Cabinet Secretary

Cynthia E. Beane  
Commissioner

**TO:** Robert L. Price, CPPO, CPPB, NIGP-CPP  
Administrative Services Manager II  
WV DHHR Office of Purchasing

**FROM:** Lucinda Carroll *LC*  
Procurement Specialist, BMS Procurement Services

**DATE:** May 17, 2023

**RE:** PF1035209, CMA BMS22\*03 CSSD-IMS Change Order 1

The West Virginia Bureau for Medical Services (BMS) respectfully requests permission to process Change Order 1 of the current contract CMA BMS 22\*03 which expires on 06/14/23. This is the one (1) and only renewal with this contract it will run from 06/15/23 – 06/14/24 and will have the same terms, conditions, prices and specification as the original contract and all authorized change orders. The estimated cost for this renewal will be \$1.5 million.

This contract is needed to help comply with Centers for Medicare and Medicaid Services (CMS) Federal requirements for reporting and monitoring, trend analysis, tracking and follow up of incidents involving HCBS members. These incidents include, but are not limited to abuse, neglect, and exploitation of HCBS members. Without these services BMS would be in non-compliance with the incident management system (IMS) and CMS would have authority to impose a disallowance of Federal matching dollars, which is approximately 75% of the funding for this program.

Thank you for your time and consideration in this matter. If you have questions or need additional information, please feel free to contact me at 304-352-4235 or [Lucinda.Carroll@wv.gov](mailto:Lucinda.Carroll@wv.gov).

*Robert Price*  
Agree



June 5, 2023

Jimmy Dowden, WVPBC  
Administrative Services Manager II  
Director, Procurement Services  
Bureau for Medical Services  
350 Capitol Street, RM 251  
Charleston, WV 25301-3707

Re: Contract number CMA BMS22\*03 – WellSky Corporation Renewal

Mr. Dowden,

This letter is to inform you of WellSky Corporation's (WellSky) agreement to renew the above referenced contract according to all terms, conditions, prices, and specifications therein. The renewal term will cover the period of June 15, 2023, through June 14, 2024. WellSky understands that, per the contract, no further renewals will remain after the next annual term.

Sincerely,

Dusty Rudicel

DHHR/BMS                      date

Robert Price  
Agree



STATE OF WEST VIRGINIA  
DEPARTMENT OF ADMINISTRATION  
OFFICE OF TECHNOLOGY  
State Capitol  
Charleston, West Virginia 25305

Mark D. Scott  
Cabinet Secretary

Joshua D. Spence  
Chief Information Officer

**TO: Christopher Itson, Procurement Associate  
Department of Health and Human Resources**

**FROM: Joshua D. Spence, Chief Information Officer**  
Office of Technology

**SUBJECT: INFORMATION TECHNOLOGY PROCUREMENT  
HR004137 CMA BMS22\*03 IS&C NUMBER: 2023-7240**

**DATE: May 9, 2023**

West Virginia Code §5A-6-4(a)(3) permits the Chief Technology Officer to “evaluate the economic justification, system design and suitability of information equipment and related services, and review and make recommendations on the purchase, lease or acquisition of information equipment and contracts for related services by the state spending units.”

West Virginia Code §5A-6-4c requires that the Chief Technology Officer review and approve “a major information technology project.”

West Virginia Code §5A-6-5 requires that “any state spending unit that pursues an information technology purchase that does not meet the definition of a ‘major technology project’ and that is required to submit a request for proposal to the State Purchasing Division prior to purchasing goods or services shall obtain the approval of the Chief Technology Officer, in writing, of any proposed purchase of goods or services related to its information technology and telecommunication systems.

After conducting a review of your request to process Change Order 1 of the current contract CMA BMS 22\*03, the Office of Technology has determined:

**X** That your request is approved.

That your request is not subject to the review and approval provisions contained in Chapter 5A, Article 6 of the Code, therefore, it does not need approval by the Office of Technology.

This memorandum constitutes this office’s official review and a copy should be attached to your purchase order and any other correspondence related to this request.



If you have questions, or need additional information, please contact Consulting Services at [Consulting.Services@wv.gov](mailto:Consulting.Services@wv.gov).