



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

State of West Virginia
Contract

Order Date: 11-13-2023

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:	CCT 0506 2897 WIC2100000001 11	Procurement Folder:	837959
Document Name:	PACIFY APP - BREASTFEEDING APPLICATION PROGRAM	Reason for Modification:	CO 2 is issued to renew the contract from 4/1/2023 to 3/31/2024.
Document Description:	PACIFY APP - BREASTFEEDING APPLICATION PROGRAM	Renewals Remaining:	1
Procurement Type:	Central Sole Source		
Buyer Name:	Crystal G Hustead		
Telephone:	(304) 558-2402		
Email:	crystal.g.hustead@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2021-04-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2024-03-31

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	VC0000083641	Requestor Name:	Billie S Hancock
PACIFY HEALTH LLC 1700 N MOORE ST SUITE 1210		Requestor Phone:	304-356-4097
ARLINGTON VA 22209		Requestor Email:	billie.s.hancock@wv.gov
US		<div style="font-size: 2em; font-weight: bold;">24</div> FILE LOCATION _____	
Vendor Contact Phone:	972-786-4862 Extension:		
Discount Details:			
	Discount Allowed	Discount Percentage	Discount Days
#1	No	0.0000	0
#2	Not Entered		
#3	Not Entered		
#4	Not Entered		

INVOICE TO	SHIP TO
PURCHASING DIRECTOR 304-356-4116 HEALTH AND HUMAN RESOURCES BPH - NUTRITION SERVICES 350 CAPITOL ST, RM 519 CHARLESTON WV 25301-3717 US	PURCHASING DIRECTOR 304-356-4116 HEALTH AND HUMAN RESOURCES BPH - NUTRITION SERVICES 350 CAPITOL ST, RM 519 CHARLESTON WV 25301-3717 US

KIB 11-14-23

Total Order Amount:	\$1,210,560.00
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Purchasing Division's File Copy

ENTERED

CH 11/14/23

PURCHASING DIVISION AUTHORIZATION DATE: <i>Mark C... 11/14/2023</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John S. Gray 11/21/2023</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>Beverly Toles 11-21-2023</i> ELECTRONIC SIGNATURE ON FILE
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Extended Description:

Change Order 2

Change Order No. 2 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: 4/1/2023 to 3/31/2024

Renewals Remaining: 1

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	93141612	12.00000	MO	32000.000000	\$384,000.00
Service From	Service To	Manufacturer		Model No	
2021-04-01	2022-03-31				

Commodity Line Description: Statewide Monthly WV Breast Feeding Program

Extended Description:

Statewide Monthly Program Licensure - West Virginia

*Services include unlimited participant licenses, unlimited peer counselor licenses, custom push notification design and deliver, monthly data analysis and reporting, technical support, 8 in-person trainings, follow-up webinars, and custom marketing material as per attached documentation.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	93141612	12.00000	MO	33600.000000	\$403,200.00
Service From	Service To	Manufacturer		Model No	
2022-04-01	2023-03-31				

Commodity Line Description: Statewide Monthly WV Breast Feeding Program

Extended Description:

Statewide Monthly Program Licensure - West Virginia

*Services include unlimited participant licenses, unlimited peer counselor licenses, custom push notification design and deliver, monthly data analysis and reporting, technical support, 8 in-person trainings, follow-up webinars, and custom marketing material as per attached documentation.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	93141612	12.00000	MO	35280.000000	\$423,360.00
Service From	Service To	Manufacturer		Model No	
2023-04-01	2024-03-31				

Commodity Line Description: Statewide Monthly WV Breast Feeding Program

Extended Description:

Statewide Monthly Program Licensure - West Virginia

*Services include unlimited participant licenses, unlimited peer counselor licenses, custom push notification design and deliver, monthly data analysis and reporting, technical support, 8 in-person trainings, follow-up webinars, and custom marketing material as per attached documentation.



Pacify Health, LLC
1700 N. Moore St., Suite 1210
Arlington, VA 22209

To whom it may concern:

This document is meant to serve as an official renewal letter for the current partnership between Pacify Health, LLC and the West Virginia Department of Health and Human Resources.

Pacify Health, LLC agrees to renew under the same terms, conditions, and pricing as established under the original contract, including any authorized change orders, for the first one-year optional renewal period of April 1, 2023 - March 31, 2024.

The quote provided in the original contract has the option year 2 costs listed as \$423,360.00 which is the option year one price with a 5% annual increase to account for general market inflation rates. Therefore, the total monthly cost for option year 2 of the contract will be \$35,280.00.

Katelyn McAdams

Name

Assistant VP, Programs and Operations

Title

Katelyn McAdams

Signature

3/21/2023

Date

Agreed

Heather White



STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES
Bureau for Public Health
Office of Nutrition Services

Jeffrey H. Coben, MD
Interim Cabinet Secretary

Matthew Q. Christiansen, MD, MPH
Commissioner & State Health Officer

MEMORANDUM

DATE: March 24, 2023

TO: Bryan Rosen
Director of Purchasing, DHHR

THROUGH: Billie Hancock
Interim Purchasing Director, BPH Central Finance

FROM: Heidi E. Staats, MSW *HES*
Director, Office of Nutrition Services

RE: CCT WIC21*01 – Request to Renew for Year 3 (2nd Allowable Renewal)

Please accept this memorandum as the Office of Nutrition Services' request to renew the Master Contract under CCT WIC2100000001.

This Master Contract was originally completed as a one-year contract (April 1, 2021 – March 31, 2022) with 3 one-year renewals. The current contract, which is the first allowable renewal, is expiring on March 31, 2023. The ONS is now requesting a renewal from the vendor for the 3rd year of services – the second one-year renewal. The second year of services is for the timeframe of April 1, 2023 through March 31, 2024.

The Vendor has agreed to renew the current contract under the same terms, conditions, and prices for the current contract, as well as any other future renewals on this contract.

All programs and projects under ONS are 100% federally funded by the United States Department of Agriculture Food and Nutrition Service. Funding is available for this purchase at the optional year 2 cost of \$423, 360.00 per the approved quote provided with the initial contract.

Your consideration of our request is appreciated. If there are any questions or additional information needed, please contact Jodi Giancola, ONS Breastfeeding Coordinator, by phone at 304-558-0030 or by email at Jodi.A.Giancola@wv.gov.



APPROVED
11/14/23

STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES

Bureau for Public Health
Commissioner's Office

Sherri A. Young, D.O. MBA
Interim Cabinet Secretary

Matthew Christiansen, MD, MPH
Commissioner & State Health Officer

MEMORANDUM

To: Frank Whittaker, Deputy Director
WV Purchasing Division

From: Danny Thompson
WVDHHR, BPH, Deputy Commissioner of Finance

Date: 10/23/2023

Re: CCT ONSWIC210000001 CO2 Renewal

To Whom It May Concern:

We are asking that this memo be accepted as late justification for the renewal of CCT WIC210000001 for Pacify Health LLC. Due to budgetary and funding issues within the Office of Nutrition Service, we were unable to submit the documents before the expiration of the original master agreement. We understand the importance of renewing all master agreements on time and will strive to avoid such occurrences in the future.

We respectfully ask for your consideration of this request.



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

MEMORANDUM

**TO: Alicia Sodder, Administrative Services Manager 1
Department of Health and Human Resources**

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

A handwritten signature in black ink, appearing to read "JDS", written over the printed name of the sender.

**SUBJECT: INFORMATION TECHNOLOGY PROCUREMENT
HR002784; IS&C NUMBER: 2022-8048**

DATE: March 21, 2022

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 renew CCT WIC21*1 and all remaining renewals, 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.



STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES
Bureau for Public Health
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MEMORANDUM

To: Frank Whittaker, Deputy Director
WV Purchasing Division

From: Danny Thompson
WVDHHR, BPH, Deputy Commissioner of Finance

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Date: 10/23/2023

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