



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: 10-03-2023

CORRECT ORDER NUMBER MUST APPEAR  
 ON ALL PACKAGES, INVOICES, AND  
 SHIPPING PAPERS. QUESTIONS  
 CONCERNING THIS ORDER SHOULD BE  
 DIRECTED TO THE DEPARTMENT  
 CONTACT.

<b>Order Number:</b>	CDO 0511 2680 BMS2200000022 7	<b>Procurement Folder:</b>	1020649
<b>Document Name:</b>	Fee Schedule and Edit Quality Review Project Phase V	<b>Reason for Modification:</b>	
<b>Document Description:</b>	Fee Schedule and Edit Quality Review Project Phase V	Change Order No. 1 is issued to reduce the balance per the attached documentation.	
<b>Procurement Type:</b>	Central Delivery Order		
<b>Buyer Name:</b>	Crystal G Hustead		
<b>Telephone:</b>	(304) 558-2402		
<b>Email:</b>	crystal.g.hustead@wv.gov		
<b>Shipping Method:</b>	Best Way	<b>Master Agreement Number:</b>	CMA 0511 HHR2100000003 7
<b>Free on Board:</b>	FOB Dest, Freight Prepaid		

VENDOR		DEPARTMENT CONTACT		
<b>Vendor Customer Code:</b>	000000100150	<b>Requestor Name:</b>	Lakendra R Burdette	
BERRY DUNN MCNEIL & PARKER LLC 2211 CONGRESS ST		<b>Requestor Phone:</b>	(304) 356-4861	
PORTLAND ME 04102		<b>Requestor Email:</b>	lakendra.burdette@wv.gov	
US		<div style="font-size: 48px; font-weight: bold;">24</div> <div style="font-weight: bold;">FILE LOCATION</div>		
<b>Vendor Contact Phone:</b>	6813138905			<b>Extension:</b>
<b>Discount Details:</b>				
<b>#1</b>	No	0.0000	0	
<b>#2</b>	No			
<b>#3</b>	No			
<b>#4</b>	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

<b>Total Order Amount:</b>	\$820,309.00
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ENTERED

CA 10/11/23  
 PURCHASING DIVISION AUTHORIZATION  
 DATE: *Tanya 10/11/2023*  
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION  
 DATE: *Beverly Tolson 10-11-23*  
 ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

Change Order 1 to reduce the balance on the delivery order from \$1,179,330.00 to \$820,309.00 per attached document.

Original Contract Total: \$1,179,330.00

Change Order No. 1 Decrease: (\$359,021.00)

New Contract Total: \$820,309.00

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	80101600	0.00000		\$0.0000	\$9,954.50
Service From	Service To	Manufacturer	Model No	Delivery Date	
2022-04-08	2023-04-07				

**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 @ \$215.00=\$23,220.00

Actual amount used 46.3 hours @ \$215 = \$9,954.50

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	80101600	0.00000		\$0.0000	\$0.00
Service From	Service To	Manufacturer	Model No	Delivery Date	
2022-04-08	2023-04-07				

**Commodity Line Description:** Engagement Manager: Base Year One

**Extended Description:**

Engagement Manager: Base Year One

Hourly Rate: \$270.00

Nicole Becnel: 109 Hours @ \$270.00=\$29,430.00

Actual amount used 0 hours @ \$270 = \$0

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	80101600	0.00000		\$0.0000	\$779,922.50
Service From	Service To	Manufacturer		Model No	Delivery Date
2022-04-08	2023-04-07				

**Commodity Line Description:** General Project Manager: Base Year One

**Extended Description:**

General Project Manager: Base Year One

Hourly Rate: \$175.00

Dawn Webb: 295 Hours @ \$175.00=\$51,625.00  
Sarah Colburn: 693 Hours @ \$175.00=\$121,275.00  
Hilary Moles: 1,249 Hours @ \$175.00=\$218,575.00  
Crystal Fox: 1,249 Hours @ \$175.00=\$218,575.00  
Reanna Jones: 1,249 Hours @ \$175.00=\$218,575.00  
Ebony Carter: 1,249 Hours @ \$175.00=\$218,575.00  
Andrea Clark: 100 Hours @ \$175.00=\$17,500.00  
Fei Zou: 100 Hours @ \$175.00=\$17,500.00

Total: 6,184.00 Hours @ \$175.00=\$1,082,200.00

Actual hours used 4,456.70 @ \$175 = \$779,922.50

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	80101600	0.00000		\$0.0000	\$30,432.00
Service From	Service To	Manufacturer		Model No	Delivery Date
2022-04-08	2023-04-07				

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

**Extended Description:**

Project Management Support Staff: Base Year One

Hourly Rate: \$80.00

Jonathan Watkins: 214 Hours @ \$80.00=\$17,120.00  
Megan Blount: 213 Hours @ \$80.00=\$17,040.00  
Caitlin Cabral: 15 Hours @ \$80.00=\$1,200.00  
Mary Corley: 14 Hours @ \$80.00=\$1,120.00  
Karla Fossett: 14 Hours @ \$80.00=\$1,120.00  
Carole Ann Guay: 14 Hours @ \$80.00=\$1,120.00  
Molly Hawkinson: 14 Hours @ \$80.00=\$1,120.00  
Emily Hendrickson: 14 Hours @ \$80.00=\$1,120.00  
Kyle Melton: 14 Hours @ \$80.00=\$1,120.00  
Bethany Pike: 14 Hours @ \$80.00=\$1,120.00  
Jordan Ramsey: 16 Hours @ \$80.00=\$1,280.00

Total: 556 Hours @ \$80.00=\$44,480.00

Actual hours used 380.4 @ \$80 = \$30,432



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

Sherri A. Young, DO  
Interim Cabinet Secretary

Cynthia E. Beane  
Commissioner

DATE: September 15, 2023  
TO: Ed Daranyi  
Berry Dunn McNeil & Parker LLC  
FROM: Lakendra Burdette  
Procurement Specialist *LB*  
RE: Balance closure of CDO BMS22\*22

Please be advised that there is a remaining balance on CDO BMS22\*22, for Berry Dunn McNeil & Parker LLC. This delivery order expired 04/07/2023. If you agree that all work has been invoiced, and that a remaining balance of \$359,021.00 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](mailto:Lakendra.burdette@wv.gov). If no response is received by October 15, 2023, 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: Eduardo G. Daranyi Digitally signed by Eduardo G. Daranyi  
Date: 2023.09.15 14:24:30 -04'00'

Date: \_\_\_\_\_

*Robert Price*  
Agree



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

**Sherri A. Young, DO, MBA, FAAFP  
Interim Cabinet Secretary**

**Cynthia E. Beane, MSW, LCSW  
Commissioner**

Date: September 25, 2023

To: Crystal Hustead  
Senior Buyer  
State of West Virginia Purchasing Division

From: Robert L. Price, CPPO, CPPB, NIGP-CPP  
Administrative Services Manager II  
WVDHHR Office of Purchasing *Robert Price*

Re: PF1020649, CDO BMS22\*22

The West Virginia Bureau for Medical Services (BMS) respectfully requests the cancellation of the unused balance of \$359,021.00 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 304-957-0218 or [robert.l.price@wv.gov](mailto:robert.l.price@wv.gov). Thank you for your time and consideration in this matter.