



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: 10-02-2023

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 2672 BMS2200000002 3	Procurement Folder:	998412
Document Name:	RETROSPECTIVE DRUG UTILIZATION REVIEW SERVICES	Reason for Modification:	Change Order 2 To Renew Contract
Document Description:	RETROSPECTIVE DRUG UTILIZATION REVIEW SERVICES		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2022-11-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2024-10-31

VENDOR		DEPARTMENT CONTACT																					
Vendor Customer Code:	000000125086	Requestor Name:	Kelly (Jimmy) Dowden																				
KEYSTONE PEER REVIEW ORGANIZATION LLC 777 EAST PARK DR		Requestor Phone:	(304) 356-4861																				
HARRISBURG PA 171112754 US		Requestor Email:	jimmy.k.dowden@wv.gov																				
Vendor Contact Phone:	717-265-7038 Extension:	<div style="font-size: 48px; font-weight: bold;">24</div> <div style="font-weight: bold;">FILE LOCATION _____</div>																					
Discount Details:																							
	<table border="1"> <thead> <tr> <th></th> <th>Discount Allowed</th> <th>Discount Percentage</th> <th>Discount Days</th> </tr> </thead> <tbody> <tr> <td>#1</td> <td>No</td> <td>0.0000</td> <td>0</td> </tr> <tr> <td>#2</td> <td>No</td> <td></td> <td></td> </tr> <tr> <td>#3</td> <td>No</td> <td></td> <td></td> </tr> <tr> <td>#4</td> <td>No</td> <td></td> <td></td> </tr> </tbody> </table>				Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	No			#3	No			#4	No		
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#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

*Handwritten:* 10/03/2023

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

ENTERED

*Handwritten:* CH 10/3/23

PURCHASING DIVISION AUTHORIZATION  
 DATE: *Tanya 10/2/2023*  
 ELECTRONIC SIGNATURE ON FILE

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

ENCUMBRANCE CERTIFICATION  
*Beverly Tolson*  
 DATE: *10-5-2023*  
 ELECTRONIC SIGNATURE ON FILE

*Handwritten:* 10/5/2023

**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 of renewal 11/01/2023 through 10/31/2024

Renewal Years Remaining: Two (2)

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	85111617				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2022-11-01	2022-12-31		47760.00	

**Commodity Line Description:** Start Up Costs

**Extended Description:**

Year 1-Start Up Costs-2 Months

Total Amount: \$47,760.00

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	85111617				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2023-01-01	2023-10-31		201240.00	

**Commodity Line Description:** Annual Not to Exceed Costs (All Services)-Year 1

**Extended Description:**

Annual Not to Exceed Costs (All Services)-Year 1 (10 Months)

Total Cost: \$201,240.00

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	85111617				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2023-01-01	2023-10-31		0.00	

**Commodity Line Description:** Additional Services (All Inclusive Hourly Rate)-Year 1

**Extended Description:**

Additional Services (All Inclusive Hourly Rate) -Year 1 (10 Months)

Hourly Rate: \$156.00

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	85111617				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2023-11-01	2024-10-31		252370.00	

**Commodity Line Description:** Annual Not to Exceed Costs (All Services)-Opt Ren Year 1

**Extended Description:**

Annual Not to Exceed Costs (All Services)-Optional Renewal Year 1

Total Cost: \$252,370.00

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	85111617				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
	2023-11-01	2024-10-31		0.00	

**Commodity Line Description:** Additional Services (All Inclusive Hourly Rate)-Opt RenYear1

**Extended Description:**

Additional Services (All Inclusive Hourly Rate) -Optional Renewal Year 1  
Hourly Rate: \$158.34



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: 09/29/2023

To: Crystal Husted  
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: PF998412, CMA BMS22\*02-Change Order 2-Contract Renewal

The West Virginia Bureau for Medical Services (BMS) respectfully requests permission of Change Order 2 of the above referenced master agreement with KEYSTONE PEER REVIEW ORGANIZATION LLC for RETROSPECTIVE DRUG UTILIZATION REVIEW SERVICES. 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 of renewal 11/01/2023 through 10/31/2024

Renewal Years Remaining: Two (2)

The original contract, including all terms, conditions, prices, specifications, and change orders contained therein remain in full force and effect. No other changes.

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 304-957-0218 or [robert.l.price@wv.gov](mailto:robert.l.price@wv.gov).



Accelerating Better Outcomes

August 24, 2023

West Virginia Department of Administration  
Purchasing Division  
2019 Washington Street East  
Post Office Box 50130  
Charleston, WV 23505-0130  
Attention: Kelly (Jimmy) Dowden

Dear Mr. Dowden:

This letter shall serve to notify you of Keystone Peer Review Organization LLC d/b/a Acentra Health's intent to renew the Master Agreement between Keystone Peer Review Organization Inc and the State of West Virginia identified as CMA BMS2200000002 (the "Agreement") according to the terms and conditions set forth in the Agreement.

The Agreement's effective date is 11/1/2023 through 10/31/2024 and there are two remaining renewals. We look forward to receiving a copy of an amendment to the Agreement.

Sincerely,

DocuSigned by:

A handwritten signature in black ink that reads "Meghan Harris". The signature is enclosed in a thin black rectangular border.

15CD5CD19E1D42B...

Meghan Harris  
President & COO

August 24, 2023 | 3:24 PM EDT

A handwritten signature in black ink that reads "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

**M E M O R A N D U M**

**TO: Bonnie Brady, Procurement Associate  
Department of Health and Human Resources**

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

**SUBJECT: INFORMATION TECHNOLOGY PROCUREMENT  
HR002850 CRFQ BMS22\*01 IS&C NUMBER: 2022-9048**

**DATE: April 7, 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 for 2022-9048 Retrospective Drug Utilization Review Services for blanket contract award and optional renewal years for CRFQ BMS22\*01(RetroDUR RFQ) (HR002850), the Office of Technology has determined:

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).