



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: 12-01-2021

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 0212 0212 DEBT19B 5	Procurement Folder:	526960
Document Name:	DEBT19B -Statewide Contract for Debt Collection Services	Reason for Modification:	
Document Description:	Change Order No. 04 Original Folder: 510637	CO#4: Issued to renew the original contract per the attached documents.	
Procurement Type:	Statewide MA (Open End)		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2019-01-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2022-12-31

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000126266 PENN CREDIT CORPORATION 2800 COMMERCE DR HARRISBURG PA 17110 US Vendor Contact Phone: 999-999-9999 Extension:	Requestor Name: Mark Atkins Requestor Phone: (304) 558-2307 Requestor Email: mark.a.atkins@wv.gov																				
Discount Details:	<div style="font-size: 48px; font-weight: bold;">22</div> <div style="font-size: 24px; font-weight: bold;">FILE LOCATION _____</div>																				
<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		
		Discount Allowed	Discount Percentage	Discount Days																	
#1		No	0.0000	0																	
#2		No																			
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
ALL STATE AGENCIES VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US

12-2-21
BBS

Purchasing Division's File Copy

Total Order Amount:	Open End
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ENTERED

PURCHASING DIVISION AUTHORIZATION
 DATE: Tara 12/16/21
 ELECTRONIC SIGNATURE ON FILE

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

ENCUMBRANCE CERTIFICATION
 DATE: Beverly Toler 12-8-2021
 ELECTRONIC SIGNATURE ON FILE

12/8/2021

Extended Description:

CHANGE ORDER:

Change Order No. 04 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 01/01/2022 through 12/31/2022.

Renewal Years Remaining: (0)

NO OTHER CHANGES

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	84101704				0.000000
	Service From	Service To			
	2019-01-01	2022-12-31			

Commodity Line Description: Debt Collection - Colleges and Universities

Extended Description:

Colleges and Universities Type of Account - Per Debt % of Amount Collected - 5.89%See attached Usage Schedule prior to issuing delivery order.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	84101704				0.000000
	Service From	Service To			
	2019-01-01	2022-12-31			

Commodity Line Description: Debt Collection - Workers' Compensation

Extended Description:

Workers' Compensation Type of Account - Default Account% of Amount Collected - 5.89%.See attached Usage Schedule prior to issuing delivery order.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	84101704				0.000000
	Service From	Service To			
	2019-01-01	2022-12-31			

Commodity Line Description: Debt Collection - WV Department of Tax and Revenue

Extended Description:

WV Department of Tax and Revenue Type of Account - New Accounts% of Amount Collected - 4.74%See attached Usage Schedule prior to issuing delivery order.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	84101704				0.000000
	Service From	Service To			
	2019-01-01	2022-12-31			

Commodity Line Description: Debt Collection - WV Department of Tax and Revenue

Extended Description:

WV Department of Tax and Revenue Type of Account - Levy Account% of Amount Collected - 4.74%See attached Usage Schedule prior to issuing delivery order.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	84101704				0.000000
	Service From	Service To			
	2019-01-01	2022-12-31			

Commodity Line Description: Debt Collection - Div. of Environmental Protection

Extended Description:

Div. of Environmental Protection Type of Account - Per Debt% of Amount Collected - 5.89% See attached Usage Schedule prior to issuing delivery order.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
6	84101704				0.000000
	Service From	Service To			
	2019-01-01	2022-12-31			

Commodity Line Description: Debt Collection - Other Spending Units

Extended Description:

Other Spending Units Type of Account - Per Debt % of Amount Collected - 5.89% See attached Usage Schedule prior to issuing delivery order.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
7	84101704				0.000000
	Service From	Service To			
	2019-01-01	2022-12-31			

Commodity Line Description: Debt Collection - Rate of Second Placement

Extended Description:

Rate of Second Placement Type of Account - Per Debt% of Amount Collected - 11.00% See attached Usage Schedule prior to issuing delivery order.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
8	84101704				0.000000
	Service From	Service To			
	2019-01-01	2022-12-31			

Commodity Line Description: Debt Collection - Rate of Second Placement - Colleges

Extended Description:

Rate of Second Placement Type of Account - Colleges % of Amount Collected - 11.00% See attached Usage Schedule prior to issuing delivery order.



MARK D. SCOTT
CABINET SECRETARY

STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION
2019 WASHINGTON STREET, EAST
CHARLESTON, WEST VIRGINIA 25305-0130

W. MICHAEL SHEETS
DIRECTOR

November 15, 2021

Mr. Dale Brumbach, Vice President of Client Relations
Penn Credit Corporation
2800 Commerce Drive
Harrisburg, PA 17110

Subject: WV Statewide Contract No.: DEBT19B

Dear Mr. Brumbach:

The State of West Virginia is offering to renew subject contract under the same terms, conditions, and pricing. The renewal dates are January 01, 2022 through December 31, 2022. If your company agrees to this renewal, please sign below and return the original to my attention as soon as possible. You may return all renewal documents via email to Mark.A.Atkins@wv.gov.

Also attached is an **Affidavit** that is to be part of the purchase order and is required to be signed, dated, and notarized. Please submit the required Affidavit with this renewal letter.

We agree to renew the contract for the period as stated above under the same terms and conditions in the original purchase order and any change orders thereto.

Thomas Foley, Jr

Printed Name

Signature

CEO

Title

11/17/21

Date

Please call if you have any questions.

Very truly yours,

Mark A. Atkins, CPPB

Senior Buyer, Statewide Contracts
West Virginia Department of Administration
Purchasing Division
2019 Washington Street, East
POB 50130
Charleston, WV 25305-0130

Phone: 304.558.2307

Email: Mark.A.Atkins@wv.gov

Attachments

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

CONSTRUCTION CONTRACTS: Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

ALL CONTRACTS: Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

EXCEPTION: The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: Penn Credit Corporation

Authorized Signature:  Date: 11/17/21

State of Pennsylvania

County of Dauphin, to-wit:

Taken, subscribed, and sworn to before me this 17 day of November, 2021.

My Commission expires 8-30-24, 2024

AFFIX SEAL HERE

Commonwealth of Pennsylvania - Notary Public
Tracy Grohman, Notary Public
Dauphin County
My commission expires August 30, 2024.
Commission number 1063315
Member, Pennsylvania Association of Notaries

NOTARY PUBLIC



Purchasing Affidavit (Revised 01/19/2018)

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West Virginia Secretary of State — Online Data Services

Business and Licensing

Online Data Services Help

Business Organization Detail

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.

PENN CREDIT CORPORATION

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	9/20/2004		9/20/2004	Foreign	Profit			

Organization Information			
Business Purpose	5614 - Admin/Support Waste Mgt/Remediation Services - Administrative and Support Services - Business Support Services (document prep, call centers, telemarketing, collection agencies, credit, repossession, court reporting, stenotype)		
Capital Stock			
Charter County		Control Number	70031
Charter State	PA	Excess Acres	
At Will Term		Member Managed	
At Will Term Years		Par Value	
Authorized Shares	0	Young Entrepreneur	Not Specified

Addresses	
Type	Address
Local Office Address	2800 COMMERCE DRIVE HARRISBURG,, PA, 17110
Mailing Address	2800 COMMERCE DRIVE HARRISBURG, PA, 17110
Mailing Address	THOMAS D. PERROTTA 916 S. 14TH STREET HARRISBURG, PA, 17104 USA
Notice of Process Address	CORPORATION SERVICE COMPANY 209 WEST WASHINGTON STREET CHARLESTON, WV, 25302
Principal Office Address	2800 COMMERCE DRIVE HARRISBURG, PA, 17110 USA
Type	Address

Officers	
Type	Name/Address
Director	THOMAS F FOLEY, JR 2800 COMMERCE DRIVE HARRISBURG, PA, 17110
Director	KYLE R DONAGHER 2800 COMMERCE DRIVE HARRISBURG, PA, 17110
President	RICHARD S. TEMPLIN 2800 COMMERCE DRIVE HARRISBURG, PA, 17110
Secretary	RHETT Q. DONAGHER 2800 COMMERCE DRIVE HARRISBURG, PA, 17110
Treasurer	KYLE R. DONAGHER 2800 COMMERCE DRIVE HARRISBURG, PA, 17110
Type	Name/Address

DBA			
DBA Name	Description	Effective Date	Termination Date
PENN CREDIT	TRADENAME	11/19/2014	10/26/2017
DBA Name	Description	Effective Date	Termination Date

Annual Reports
Filed For
2021
2020
2019
2018
2017x
2017
2016
2015
2014
2013
2012
2011
2010
2009
2007
2006
Date filed

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

Wednesday, December 1, 2021 — 3:37 PM

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