



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

# State of West Virginia Master Agreement

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

Order Date: 12-01-2021

Order Number:	CMA 0212 0212 DEBT19C 5	Procurement Folder:	526770
Document Name:	DEBT19C -Statewide Contract for Debt Collection Services	Reason for Modification:	CO#4: Issued to renew the original contract per the attached documents.
Document Description:	Change Order No. 04 Original Folder: 510637		
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:	VS0000017684	Requestor Name:	Mark Atkins
ARS NATIONAL SERVICES INC		Requestor Phone:	(304) 558-2307
270 W 2ND AVE		Requestor Email:	mark.a.atkins@wv.gov
ESCONDIDO			
US	CA 92025		
Vendor Contact Phone:	7607352700		
Discount Details:	Extension:		

**22**  
 FILE LOCATION \_\_\_\_\_

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

12-7-21  
 Bax

Purchasing Division's File Copy

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

**ENTERED**

PURCHASING DIVISION AUTHORIZATION  
 DATE: *Tara H. [Signature]* 12/1/21  
 ELECTRONIC SIGNATURE ON FILE

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

ENCUMBRANCE CERTIFICATION  
*Beverly Toler*  
 DATE: 12-8-21  
 ELECTRONIC SIGNATURE ON FILE

12/8/2021

**Extended Description:**

CHANGE ORDER:

Change Order No. 04 is issue 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
	<b>Service From</b>	<b>Service To</b>			
	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 - 5.98 See attached Usage Schedule prior to issuing delivery order.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	84101704				0.000000
	<b>Service From</b>	<b>Service To</b>			
	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 - 4.59%See attached Usage Schedule prior to issuing delivery order.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	84101704				0.000000
	<b>Service From</b>	<b>Service To</b>			
	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 - 4.98% See attached Usage Schedule prior to issuing delivery order.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	84101704				0.000000
	<b>Service From</b>	<b>Service To</b>			
	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 - 5.00% See attached Usage Schedule prior to issuing delivery order.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	84101704				0.000000
	<b>Service From</b>	<b>Service To</b>			
	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 - 5.98%See attached Usage Schedule prior to issuing delivery order.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
6	84101704				0.000000
	<b>Service From</b>	<b>Service To</b>			
	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 - 5.98%See attached Usage Schedule prior to issuing delivery order.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
7	84101704				0.000000
	<b>Service From</b>	<b>Service To</b>			
	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
	<b>Service From</b>	<b>Service To</b>			
	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. Phillip Prince, Director of Business Development Government  
ARS National Services, Inc.  
270 W 2nd Avenue  
Escondido, CA 92025


Subject: WV Statewide Contract No.: DEBT19C

Dear Mr. Prince:

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](mailto: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.*

_____ Brandon Black Printed Name _____ 12/2/2021 _____ Date	DocuSigned by:  Signature	_____ CEO _____ Title
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Please call if you have any questions.

Very truly yours,

*Mark A. Atkins*  
**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](mailto: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 exceed 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: ARS National

Authorized Signature: Brandon Black Date: 12/2/2021  
DocuSigned by: 215E72CA1E734F0...

State of \_\_\_\_\_

\*Unable to obtain notary due to Covid-19 restrictions

County of \_\_\_\_\_, to-wit:

Taken, subscribed, and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

My Commission expires \_\_\_\_\_, 20\_\_\_\_.

**AFFIX SEAL HERE**

**NOTARY PUBLIC** \_\_\_\_\_

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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.*

### ARS NATIONAL SERVICES, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C   Corporation	3/7/1997		3/7/1997	Foreign	Profit			

Organization Information			
<b>Business Purpose</b>	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)		<b>Capital Stock</b> 0.0000
<b>Charter County</b>			<b>Control Number</b> 0
<b>Charter State</b>	CA	<b>Excess Acres</b> 0	
<b>At Will Term</b>	<b>Member Managed</b>		
<b>At Will Term Years</b>			<b>Par Value</b> 0.000000
<b>Authorized Shares</b>	0	<b>Young Entrepreneur</b>	Not Specified

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Addresses	
Type	Address
<b>Local Office Address</b>	270 W. 2ND AVE. ESCONDIDO, CA, 92025
<b>Mailing Address</b>	270 W. 2ND AVE. ESCONDIDO, CA, 92025 USA
<b>Notice of Process Address</b>	CORPORATION SERVICE COMPANY 209 WEST WASHINGTON STREET CHARLESTON, WV, 25302
<b>Principal Office Address</b>	270 W. 2ND AVE. ESCONDIDO, CA, 92025 USA
Type	Address

Officers	
Type	Name/Address
<b>Director</b>	JOHN HOWERTON 270 W 2ND AVE ESCONDIDO, CA, 920252603
<b>President</b>	JAMES BRANDON BLACK 201 WEST GRAND AVENNUUE ESCONDIDO, CA, 92025
<b>Secretary</b>	KATHY HOWERTON 201 WEST GRAND AVE ESCONDIDO, CA, 92025
<b>Treasurer</b>	KATHY HOWERTON 201 WEST GRAND AVE ESCONDIDO, CA, 92025
Type	Name/Address

DBA			
DBA Name	Description	Effective Date	Termination Date
ASSOCIATED RECOVERY SYSTEMS	TRADENAME	5/20/2004	
DBA Name	Description	Effective Date	Termination Date

<b>Annual Reports</b>
<b>Filed For</b>
2021
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2019
2018
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<b>Date filed</b>

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

Friday, December 3, 2021 — 11:23 AM

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