



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 DEBT19D 5	Procurement Folder:	526773
Document Name:	DEBT19D -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:	VS0000016052	Requestor Name:	Mark Atkins																				
I.C. System, Inc. 444 Highway 96 E Saint Paul MN 55127-2557 US		Requestor Phone:	(304) 558-2307																				
Vendor Contact Phone:	651-481-6315	Requestor Email:	mark.a.atkins@wv.gov																				
Discount Details:		<div style="font-size: 48px; font-weight: bold;">22</div> FILE LOCATION _____																					
	<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

Purchasing Division's File Copy

Total Order Amount:	Open End
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ENTERED

MA 12/03/2021
 PURCHASING DIVISION AUTHORIZATION
 DATE: *Tara H* 12/6/21
 ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM
John D. Gray
 DATE: 12/8/2021
 ELECTRONIC SIGNATURE ON FILE

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

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 - 5.98 %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 - 4.98%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 - 4.98% 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 - 5.00% 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 - 5.98% 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 - 5.98% 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

Ms. Karen Jonas, Vice President of National Accounts
I.C. Systems, Inc.
444 Hwy 96 E.
St. Paul, MN 55127

Subject: WV Statewide Contract No.: DEBT19D

Dear Ms. Jonas:

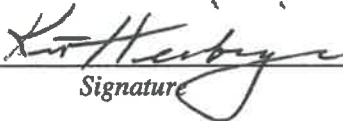
The State of West Virginia is offering to renew subject contract under the same terms, conditions, and pricing. The renewal dates are January 01, 2022 through December 31, 2022. If your company agrees to this renewal, please sign below and return the original to my attention as soon as possible. You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

Kurt Heinbigner

Printed Name


Signature

Chief Financial Officer

Title

November 29, 2021

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: I.C. System, Inc.

Authorized Signature: [Signature] Date: 11/29/2021

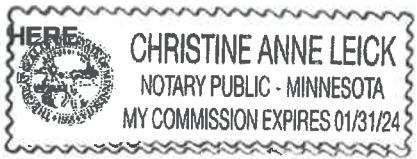
State of Minnesota

County of Ramsey, to-wit:

Taken, subscribed, and sworn to before me this 29 day of November, 2021.

My Commission expires January 31, 2024.

AFFIX SEAL HERE



NOTARY PUBLIC Christine Leick

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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.

I. C. SYSTEM, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	12/21/2006		12/21/2006	Foreign	Profit			

Organization Information			
Business Purpose	5223 - Finance and Insurance - Credit Intermediation and Related Activities - Activities Related to Credit Intermediation (mortgage, nonmortgage loans, financial transaction processing, reserve, clearinghouse)		Capital Stock
Charter County		Control Number	90281
Charter State	MN	Excess Acres	
At Will Term		Member Managed	
At Will Term Years		Par Value	
Authorized Shares		Young Entrepreneur	Not Specified

Addresses	
Type	Address
Local Office Address	707 VIRGINIA STREET EAST CHARLESTON, WV, 25301
Mailing Address	PO BOX 64444 SAINT PAUL, MN, 551640444 USA
Notice of Process Address	C T CORPORATION SYSTEM 5098 WASHINGTON ST W STE 407 CHARLESTON, WV, 253131561
Principal Office Address	444 HIGHWAY 96 EAST ST. PAUL, MN, 55127 USA
Type	Address

Officers	
Type	Name/Address
Director	JOHN A ERICKSON 1705 KERRY LANE WOODBURY, MN, 55125
President	JOHN A ERICKSON, IV 444 HIGHWAY 96 EAST ST PAUL, MN, 55164
Secretary	MICHELLE K. DOVE 444 HIGHWAY 96 EAST ST. PAUL, MN, 55164
Treasurer	KURT HEINBIGNER 949 SAWYER PLACE STILLWATER, MN, 55082
Type	Name/Address

Annual Reports	
Filed For	
2021	
2020	
2019	
2018	

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2017
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Date filed

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

Wednesday, December 1, 2021 — 2:57 PM

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