



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: 10-18-2022

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 2754 CSE1900000001 4	Procurement Folder:	403907
Document Name:	Change Order 2	Reason for Modification:	Change Order 2 To Renew Contract
Document Description:	Banking Services- Child Support Enforcement		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2018-12-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2023-11-30

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000215937			Requestor Name:	Virginia G Hill
SYSTEMS & METHODS INC				Requestor Phone:	(304) 558-3780
106 WEDGEWOOD DR				Requestor Email:	virginia.g.hill@wv.gov
CARROLLTON	GA	30117		<div style="font-size: 48pt; font-weight: bold;">23</div> <div style="font-weight: bold;">FILE LOCATION _____</div>	
US					
Vendor Contact Phone:	7708340831	Extension:	2908		
Discount Details:					
	Discount Allowed	Discount Percentage	Discount Days		
#1	No	0.0000	0		
#2	No				
#3	No				
#4	No				

INVOICE TO	SHIP TO
FISCAL UNIT MANAGER 304-356-4715 HEALTH AND HUMAN RESOURCES CHILD SUPPORT ENFORCEMENT 350 CAPITOL ST, RM 147 CHARLESTON WV 25301-3703 US	FISCAL UNIT MANAGER 304-356-4715 HEALTH AND HUMAN RESOURCES CHILD SUPPORT ENFORCEMENT 350 CAPITOL ST, RM 147 CHARLESTON WV 25301-3703 US

10-19-22 BAT

Purchasing Division's file copy

Total Order Amount:	Open End
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ENTERED

CH 10/18/22

PURCHASING DIVISION AUTHORIZATION
 DATE: *Tarah 10/18/2022*
 ELECTRONIC SIGNATURE ON FILE

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

ENCUMBRANCE CERTIFICATION
Beverly Tolson
 DATE: *10-19-2022*
 ELECTRONIC SIGNATURE ON FILE

10/19/2022

Extended Description:

Change Order:

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: 12/1/22 through 11/30/23

Renewals Remaining: (2)

All provisions of the original contract and subsequent change orders not modified herein shall remain in full force and effect.

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	84121500				0.000000
	Service From	Service To			

Commodity Line Description: E-CATALOG

Extended Description:

Banking services- Child Support Collecting, Tracking, & Disbursement



August 18, 2022

Virginia Hill
Accountant/Auditor 3

Via Email: virginia.g.hill@wv.gov

RE: West Virginia Contract CMA 0511 2754 CSE 1900000001 – Child Support Collecting,
Tracking & Disbursement

Dear Ms. Hill:

This is to confirm that SMI agrees to renew the West Virginia Contract CMA 0511 2754 CSE 1900000001 for the period December 1, 2022, through November 30, 2023, with the same terms, pricing, and conditions as the original contract and subsequent amendments. I have included an updated copy of SMI's Liability Insurance. In addition, I have attached a copy of the Notarized Purchasing Affidavit.

Sincerely,
Systems & Methods, Inc.

A handwritten signature in black ink, appearing to read 'Karen Middlebrooks', written over a horizontal line.

Karen Middlebrooks
CAO

Kimberly S. Jobe



STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES

Bureau for Child Support Enforcement
350 Capitol Street, Room 147
Charleston, WV 25301
T-304-558-0909 F-304-558-2445

Bill J. Crouch
Cabinet Secretary

Garrett Jacobs
Commissioner

Date: September 22, 2022
To: Purchasing
From: Virginia Hill *Virginia Hill*
Reference: Renewal for CMA CSE19*1 Systems & Methods Inc

The West Virginia Bureau for Child Support Enforcement is respectfully requesting permission to renew the above CMA CSE19*1 for the period of December 1, 2022, through November 30, 2023, under the same terms, conditions, and pricing as the original contract. This contract provides a centralized collection, distribution, and tracking of child support payments. There are two (2) renewals remaining.

Thank you.

Kimberly S. Jobe

