



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: 07-02-2025

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 TEMP24A 2	Procurement Folder:	1453543
Document Name:	TEMPORARY STAFFING SERVICES	Reason for Modification:	CO#01: Issued to renew the original Contract per the attached documents.
Document Description:	STATEWIDE CONTRACT		
Procurement Type:	Statewide MA (Open End)		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2024-08-15
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2026-08-14

VENDOR		DEPARTMENT CONTACT		
Vendor Customer Code:	VS0000024568	Requestor Name:	Mark A Atkins	
WE STAFF BETTER LLC		Requestor Phone:	(304) 558-2307	
PO BOX 610		Requestor Email:	mark.a.atkins@wv.gov	
MARIETTA	OH			
US	45750			
Vendor Contact Phone:	3044897272			
Extension:				
Discount Details:		<b>2026</b> FILE LOCATION _____		
Discount Allowed	Discount Percentage			Discount Days
#1 No	0.0000			0
#2 No				
#3 No				
#4 No				

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

CR 7-9-25

Purchasing Division's File Copy

Total Order Amount:	Open End
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MA 07/02/2025

PURCHASING DIVISION AUTHORIZATION
DATE: 7/8/25
ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM
DATE: 7/10/2025
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
DATE: 7-10-25
ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

**CHANGE ORDER**

Change Order No. 01 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: 08/15/2025 through 08/14/2026.

Renewal Years 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

**ORDERING INSTRUCTIONS:**

An agency may request use of the TEMP24A through TEMP24F Statewide Contracts for any order as-needed.

Agencies will review the Synopsis Award spreadsheet attached to the contract to identify the lowest cost supplier for each classification. If the lowest ranked vendor cannot fill the position, the State Agency may then go to the next lowest bidder to fill the temporary position after receiving a waiver from the vendor stating that staffing for the position is unavailable.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	80111600			HOUR	0.000000
Service From		Service To		Service Contract Amount	
				0.00	

**Commodity Line Description:** TEMPORARY EMPLOYEE STAFFING SERVICES

**Extended Description:**

TEMPORARY EMPLOYEE STAFFING SERVICES:

SEE ATTACHED CMA TEMP24 SYNOPSIS FOR CONTRACT PRICING.



ERIC L. HOUSEHOLDER  
CABINET SECRETARY

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

SAMANTHA L. WILLIS  
DIRECTOR

May 20, 2025

Ms. Lori Shultz  
We Staff Better LLC  
POB 610  
Marietta, OH 45750

Subject: WV Statewide Contract No.: CMA 0212 TEMP24A Temporary Staffing Services

Dear Ms. Shultz:

The State of West Virginia is offering to renew the subject contract under the same terms, conditions and pricing. The renewal dates are **August 15, 2025** through **August 14, 2026**. If your company agrees to this renewal, please sign below, and return this document to my attention via email to [Mark.A.Atkins@wv.gov](mailto:Mark.A.Atkins@wv.gov).

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

<u>Lori Shultz</u>	<u>Lori Shultz</u>	<u>President</u>	<u>5/20/25</u>
<i>Print Name</i>	<i>Signature</i>	<i>Title</i>	<i>Date</i>

Please call if you have any questions.

Regards,

*Mark A. Atkins, CPPB*  
**Buyer Supervisor**

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)

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### Business Organization Detail

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#### WE STAFF BETTER LLC

Organization Information									
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason	
LLC ( Limited Liability Company	1/1/2018		12/13/2017	Domestic	Profit				

Organization Information			
Business Purpose	5613 - Admin/Support Waste Mgt/Remediation Services - Administrative and Support Services - Employment Services (placement, executive search, temporary help, professional employer orgs)		Capital Stock
Charter County	Wood	Control Number	
Charter State	WV	Excess Acres	
At Will Term	A	Member Managed	MBR
At Will Term Years		Par Value	
Authorized Shares		Young Entrepreneur	Not Specified

Addresses									
Type	Address								
Designated Office Address	PO BOX 610								
	MARIETTA, OH, 45750								
Mailing Address	PO BOX 610								
	MARIETTA, OH, 45750								
Notice of Process Address	MICHAEL SHULTZ								
	P O BOX 610								
Principal Office Address	63 HOSPITALITY LN								
	#1								
Type	MINERAL WELLS, WV, 26150								
	USA								

Officers									
Type	Name/Address								
Member	MICHAEL SHULTZ								
	P O BOX 298								
Member	LORI SHULTZ								
	58 FOX RUN DRIVE								
Organizer	MICHAEL SHULTZ								
	P O BOX 298								
Type	Name/Address								

Annual Reports									
Filed For									
2024									
2023									
2022									
2021									
2020									
2019									
Date filed									

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

Wednesday, July 2, 2025 — 7:56 AM

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"We Staff Better LLC"



Entity

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