



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 TEMP24C 2	Procurement Folder:	1473772
Document Name:	TEMPORARY STAFFING SERVICES	Reason for Modification:	
Document Description:	STATEWIDE CONTRACT	CO#01: 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:	2024-08-15
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2026-08-14

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: VS0000046454 Marathon Staffing Services, Inc. 164 Westford Road Unit 26 Tyngsboro MA 01879 US Vendor Contact Phone: 9786493510 Extension: Discount Details: <table><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			Requestor Name: Mark A Atkins Requestor Phone: (304) 558-2307 Requestor Email: mark.a.atkins@wv.gov <div>2026 FILE LOCATION</div>
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
VARIOUS AGENCY 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

CR 7-9-25

Total Order Amount:	Open End
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Purchasing Division's File Copy

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. Kendra Strickland
Marathon Staffing Services, Inc.
164 Westford Road Unit 26
Tyngsboro, MA 01879

Subject: WV Statewide Contract No.: CMA 0212 TEMP24C Temporary Staffing Services

Dear Ms. Strickland:

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.

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>KENDRA STRICKLAND</u>	<u></u>	<u>COO</u>	<u>5/22/2025</u>
Print Name	Signature	Title	Date

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

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Business Organization Detail

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MARATHON STAFFING SERVICES, INC.

Organization Information									
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason	
C Corporation	7/23/2024		7/23/2024	Foreign	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)	
Charter County		
Charter State	NV	
At Will Term		
At Will Term Years		
Authorized Shares		
	Capital Stock	
	Control Number	
	Excess Acres	
	Member Managed	
	Par Value	
	Young Entrepreneur	No

Addresses	
Type	Address
Local Office Address	164 WESTFORD RD TYNGSBORO, MA, 01879
Mailing Address	164 WESTFORD RD TYNGSBORO, MA, 01879 USA
Notice of Process Address	INCCRP SERVICES, INC. 5068 WASHINGTON STREET WEST SUITE 407 CHARLESTON, WV, 25313
Principal Office Address	164 WESTFORD RD TYNGSBORO, MA, 01879 USA
Type	Address

Officers	
Type	Name/Address
President	CHRISTOS PANAGIOTOPOULOS 164 WESTFORD RD TYNGSBORO, MA, 01879
Type	Name/Address

Annual Reports	
Filed For	
2025	
Date filed	

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

Wednesday, July 2, 2025 — 9:14 AM

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"Marathon Staffing Services, Inc."

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