



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: 06-24-2026

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 3     | Procurement Folder:      | 1473772                                                                  |
| Document Name:        | TEMPORARY STAFFING SERVICES | Reason for Modification: | CO#02: 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:      | 2027-08-14                                                               |

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

| INVOICE TO                                                                      | SHIP TO                                                                                         |
|---------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| VARIOUS AGENCY LOCATIONS<br>AS INDICATED BY ORDER<br><br>No City WV 99999<br>US | STATE OF WEST VIRGINIA<br>VARIOUS LOCATIONS AS INDICATED BY ORDER<br><br>No City WV 99999<br>US |

6-25-26 66

Total Order Amount:

Open End

Purchasing Division's File Copy

MA 6/24/2026

|                                   |
|-----------------------------------|
| PURCHASING DIVISION AUTHORIZATION |
| DATE: 6/25/26                     |
| ELECTRONIC SIGNATURE ON FILE      |

|                                      |
|--------------------------------------|
| ATTORNEY GENERAL APPROVAL AS TO FORM |
| DATE: 6/29/2026                      |
| ELECTRONIC SIGNATURE ON FILE         |

|                              |
|------------------------------|
| ENCUMBRANCE CERTIFICATION    |
| DATE: 6/29/26                |
| ELECTRONIC SIGNATURE ON FILE |

**Extended Description:****CHANGE ORDER**

Change Order No. 02 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: 08/15/2026 through 08/14/2027.

Renewal Years Remaining: (1)

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

June 11, 2026

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, 2026** through **August 14, 2027**. 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.*

Kendra Strickland  
Print Name

  
Signature

COO  
Title

6/12/2026  
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](mailto:Mark.A.Atkins@wv.gov)

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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  |                                                                                                                                                                                           |    |
|---------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|
| <b>Business Purpose</b>   | 5613 - Admin/Support Waste Mgt/Remediation Services - Administrative and Support Services - Employment Services (placement, executive search, temporary help, professional employer orgs) |    |
| <b>Charter County</b>     | <b>Capital Stock</b>                                                                                                                                                                      |    |
| <b>Charter State</b>      | <b>Control Number</b>                                                                                                                                                                     |    |
| <b>At Will Term</b>       | <b>Excess Acres</b>                                                                                                                                                                       |    |
| <b>At Will Term Years</b> | <b>Member Managed</b>                                                                                                                                                                     |    |
| <b>Authorized Shares</b>  | <b>Par Value</b>                                                                                                                                                                          |    |
|                           | <b>Young Entrepreneur</b>                                                                                                                                                                 | No |

| Addresses                               |                                                                                            |
|-----------------------------------------|--------------------------------------------------------------------------------------------|
| Type                                    | Address                                                                                    |
| <b>Designated Office Address</b>        | 164 WESTFORD RD<br>TYNGSBORO, MA, 01879                                                    |
| <b>Notice of Process Address</b>        | INCorp SERVICES, INC.<br>5098 WASHINGTON STREET WEST<br>SUITE 407<br>CHARLESTON, WV, 25313 |
| <b>Principal Office Address</b>         | 164 WESTFORD RD<br>TYNGSBORO, MA, 01879<br>USA                                             |
| <b>Principal Office Mailing Address</b> | 164 WESTFORD RD<br>TYNGSBORO, MA, 01879<br>USA                                             |
| Type                                    | Address                                                                                    |

| Officers         |                                                                     |
|------------------|---------------------------------------------------------------------|
| Type             | Name/Address                                                        |
| <b>President</b> | CHRISTOS PANAGIOTOPOULOS<br>164 WESTFORD RD<br>TYNGSBORO, MA, 01879 |
| Type             | Name/Address                                                        |

| Annual Reports |  |
|----------------|--|
| Filed For      |  |
| 2026           |  |
| 2025           |  |
| Date filed     |  |

For more information, please contact the Secretary of State's Office at 304-558-6000.

Wednesday, June 24, 2026 — 9:41 AM

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E.g. 123456789, Smith Corp

"Marathon Staffing Services, Inc."

Entity

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- ☐ Inactive

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