



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: 08-27-2026

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 0511 2754 CSE2400000001 4	Procurement Folder:	1266377
Document Name:	NEW HIRE SERVICES	Reason for Modification:	Change Order 3: To renew contract
Document Description:	NEW HIRE SERVICES		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2023-11-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2027-10-31

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000187090 STELLARWARE CORPORATION 140 NORTH FRANKLIN ST STE 2-1 HOLBROOK MA 02343 US Vendor Contact Phone: 999-999-9999 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: Virginia G Hill Requestor Phone: (304) 558-3780 Requestor Email: virginia.g.hill@wv.gov 2027 FILE LOCATION _____
	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

8/31/26 6C

Purchasing Division's File Copy

Total Order Amount:

Open End

CH 8/31/26

PURCHASING DIVISION AUTHORIZATION
DATE: <i>8/31/26</i>
ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM
DATE: <i>8/31/2026</i>
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
DATE: <i>8/31/26</i>
ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order 3:

Change Order No.3 is issued to renew the original contract according to all terms, conditions, and specifications contained in the original contract and all authorized change orders.

Effective date of renewal: November 1, 2026 through October 31, 2027.

Renewal year remaining: 0

No other changes

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	80101604			EA	0.102500
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Rate per each record Year 1

Extended Description:

Rate per each New Hire record or resubmit - initial year

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	80101604			EA	0.102500
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Rate per each record Opt Renewal Yr 1

Extended Description:

Rate per each New Hire record or resubmit - Optional Renewal Year 1

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	80101604			EA	0.107500
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Rate per each record Opt Renewal Yr 2

Extended Description:

Rate per each New Hire record or resubmit - Optional Renewal Year 2

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	80101604			EA	0.112500
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Rate per each record Opt Renewal Yr 3

Extended Description:

Rate per each New Hire record or resubmit - Optional Renewal Year 3



July 28, 2026

Dear Virginia,

Please accept this letter as acceptance of Stellarware agreement to renewing WV New Hire Services Contract. Stellarware will be renewing our contract for the period of November 1, 2026, through October 31, 2027, under the same terms, pricing and conditions as the original contract. Contract number CMA CSE24*1

Thank you for your time and business.

Regards,

George French

Agree to renew.



STATE OF WEST VIRGINIA
DEPARTMENT OF HUMAN SERVICES
BUREAU FOR CHILD SUPPORT ENFORCEMENT

Carl Ayers, MSW
Cabinet Secretary

Garrett Jacobs
Commissioner

Date: August 20, 2026

To: Purchasing

From: Virginia Hill

Re: Renewal for CMA CSE24*1

The West Virginia Bureau for Child Support Enforcement is respectfully requesting permission to renew the above CMA CSE24*1 with Stellarware Corporation from November 1, 2026 through October 31, 2027. This is an open-end contract to provide data entry, employer outreach, compliance monitoring, and reporting services of newly hired or rehired employees, those employees returning to work from extended leave, and independent contractors of the employers. The Agency is mandated to establish and maintain a New Hire Program by West Virginia State Code 48-18-125 in order to comply with the provisions of Personal Responsibility Work Opportunity and Reconciliation Act of 1996. This information enables the Agency to establish paternity and support order and to withhold court-ordered support from the individual's income. This information is shared with the State's Bureau of Employment Programs, the Title IV-A Agency, and other State benefit programs to assist in verifying eligibility for these programs. We are requesting to keep Stellarware Corporation as the Vendor as their service has been excellent. There are no renewals remaining.

The rate per record is \$0.1125 which estimated to \$27,121.05 for the year.

Sincerely,

A handwritten signature in cursive script that reads "Virginia Hill".

OK
A handwritten signature in cursive script that reads "Allison Green".





STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
OFFICE OF TECHNOLOGY
State Capitol
Charleston, West Virginia 25305

Eric L. Householder
Cabinet Secretary

Heather D. Abbott
Chief Information Officer

**TO: Christopher Itson, Information Systems Consultant 2
DHHR, Office of Shared Administration, OMIS**

**FROM: Heather D. Abbott, Chief Information Officer
Office of Technology** *Heather Abbott*

**SUBJECT: INFORMATION TECHNOLOGY PROCUREMENT
WVOT Number 2027-0137 / HR007790**

DATE: August 27, 2026

West Virginia Code §5A-6-4(a) permits the Chief Information Officer to review and approve technology purchases for suitability to ensure such purchases comport with the State of West Virginia's overall strategic information technology goals.

West Virginia Code §5A-6-4c requires the Chief Information Officer to review and approve "technology projects."

West Virginia Code §5A-6-5 requires that "any state spending unit that pursues an information technology purchase that does not meet the definition of a 'technology project' and that is required to submit a request for proposal to the State Purchasing Division prior to purchasing goods or services shall obtain the approval of the Chief Information Officer, in writing, of any proposed purchase of goods or services related to its information technology and telecommunication systems.

A review has been conducted of your request regarding final renewal for new hire contract with Stellarware Corporation. The Office of Technology has determined:

X Your request is approved:

That your request is not subject to the review and approval provisions contained in Chapter 5A, Article 6 of the Code, therefore, it does not need approval by the Office of Technology.

This memorandum constitutes this office's official review and a copy should be attached to your purchase order and any other correspondence related to this request. If you have questions, or need additional information, please contact Consulting Services at Consulting.Services@wv.gov.



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Aug 15, 2026



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ISR Workspace: Increased Contract Volume [Show Details](#)
Jun 26, 2026



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All Entity Information

Entities

Disaster Response Registry

Resp



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- ☐ All Words ⁱ
- ☐ Exact Phrase ⁱ

e.g. 123456789, Smith Corp

"stellarware corporation" x

Entity v

Location v

Status ^

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- ☐ Inactive

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Business and Licensing

Online Data Services Help

Business Organization Detail

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STELLARWARE CORPORATION

** See Attached **

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	10/9/2019		10/9/2019	Foreign	Profit			

Organization Information		
Business Purpose	5415 - Professional, Scientific and Technical Services - Professional, Scientific and Technical Services - Computer Systems Design and Related Services (design, programming, facilities mgmt)	Capital Stock
Charter County		Control Number
Charter State	MA	Excess Acres
At Will Term		Member Managed
At Will Term Years		Par Value
Authorized Shares		Young Entrepreneur Not Specified

Addresses	
Type	Address
Designated Office Address	600 LONGWATER DR. SUITE 202 NORWELL, MA, 02061
Notice of Process Address	CORPORATION SERVICE COMPANY 808 GREENBRIER STREET CHARLESTON, WV, 25311
Principal Office Address	600 LONGWATER DR. SUITE 202 NORWELL, MA, 02061 USA
Principal Office Mailing Address	600 LONGWATER DR. SUITE 202 NORWELL, MA, 02061 USA
Type	Address

Officers	
Type	Name/Address
President	GEORGE FRENCH 600 LONGWATER DR. SUITE 202 NORWELL, MA, 02061
Type	Name/Address

Annual Reports

Filed For

2026

2025

2024

2023

2022

2021

2020

Date filed

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

Monday, August 31, 2026 — 8:59 AM

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Address

Address Type	Street 1	City	State/Province	Zip/Postal Code	Principal Contact
✓ Payment	600 LONGWATER DRIVE SUITE 202	NORWELL	MA	02061	GEORGE FRENCH
Ordering	600 LONGWATER DR	NORWELL	MA	02061	MELANIE L. GLEESON
Payment	140 NORTH FRANKLIN ST STE 2-1	HOLBROOK	MA	02343	GEORGE FRENCH
Ordering	140 NORTH FRANKLIN ST STE 2-1	HOLBROOK	MA	02343	GEORGE FRENCH

First Prev Next Last

Save [Undo](#) Delete Insert [Copy](#) Paste 

Vendor/Customer : 000000187090

Active From : 03/16/2020 

STELLARWARE CORPORATION

Active To : 

Address Type : Payment ▼

Default Record : 

Division/Department :

Mail Returned :

Additional Address Info :

Active Address : Yes

Prevent New Spending :

Default Currency : USD - US Dollar ▼

▼ Address Information

Address ID : AD000001  Country Phone Code : 1
Street 1 : 600 LONGWATER DRIVE SL Phone : 781-347-3633
Street 2 : Phone Extension :
City : NORWELL County : MA023 
State/Province : MA  County Name : Plymouth
Zip/Postal Code : 02061 Country : US 
DUNS :
Extended DUNS :
Unique Entity Identifier :
CAGE Code :

▶ Prenote/EFT

▶ Remittance Advice

▶ Contact Information

▶ Contact Address Information

▶ Geographic Designation

▶ Change Management

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