



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: 12-11-2020

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 DEBT19B 4	Procurement Folder:	526960
Document Name:	DEBT19B -Statewide Contract for Debt Collection Services	Reason for Modification:	
Document Description:	Change Order No. 03 Original Folder: 510637	CO#3: Issued to renew the original contract per the attached documents.	
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2019-01-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2021-12-31

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	000000126266	Requestor Name:	Mark Atkins
PENN CREDIT CORP 2800 COMMERCE DR		Requestor Phone:	(304) 558-2307
HARRISBURG PA 17110		Requestor Email:	mark.a.atkins@wv.gov
US			
Vendor Contact Phone:	999-999-9999 Extension:		
Discount Details:			
	Discount Allowed	Discount Percentage	Discount Days
#1	No	0.0000	0
#2	No		
#3	No		
#4	No		

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

AGENCY COPY

Total Order Amount:	Open End
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MA 01/06/2021
PURCHASING DIVISION AUTHORIZATION
 DATE: *Tina Kyles*
 ELECTRONIC SIGNATURE ON FILE

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

ENCUMBRANCE CERTIFICATION
 DATE: *Beverly Tolson*
 ELECTRONIC SIGNATURE ON FILE

JAN 07 2021

1/13/2021

JAN 14 2021

Extended Description:

CHANGE ORDER:

Change Order No. 03 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 01/01/2021 through 12/31/2021.

Renewal Years Remaining: (1)

NO OTHER CHANGES

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	84101704				0.000000
	Service From	Service To			
	2019-01-01	2021-12-31			

Commodity Line Description: Debt Collection - Colleges and Universities

Extended Description:

Colleges and Universities Type of Account - Per Debt % of Amount Collected - 5.89%See attached Usage Schedule prior to issuing delivery order.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	84101704				0.000000
	Service From	Service To			
	2019-01-01	2021-12-31			

Commodity Line Description: Debt Collection - Workers' Compensation

Extended Description:

Workers' Compensation Type of Account - Default Account% of Amount Collected - 5.89%.See attached Usage Schedule prior to issuing delivery order.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	84101704				0.000000
	Service From	Service To			
	2019-01-01	2021-12-31			

Commodity Line Description: Debt Collection - WV Department of Tax and Revenue

Extended Description:

WV Department of Tax and Revenue Type of Account - New Accounts% of Amount Collected - 4.74%See attached Usage Schedule prior to issuing delivery order.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	84101704				0.000000
	Service From	Service To			
	2019-01-01	2021-12-31			

Commodity Line Description: Debt Collection - WV Department of Tax and Revenue

Extended Description:

WV Department of Tax and Revenue Type of Account - Levy Account% of Amount Collected - 4.74%See attached Usage Schedule prior to issuing delivery order.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	84101704				0.000000
	Service From	Service To			
	2019-01-01	2021-12-31			

Commodity Line Description: Debt Collection - Div. of Environmental Protection

Extended Description:

Div. of Environmental Protection Type of Account - Per Debt% of Amount Collected - 5.89%See attached Usage Schedule prior to issuing delivery order.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
6	84101704				0.000000
	Service From	Service To			
	2019-01-01	2021-12-31			

Commodity Line Description: Debt Collection - Other Spending Units

Extended Description:

Other Spending Units Type of Account - Per Debt % of Amount Collected - 5.89%See attached Usage Schedule prior to issuing delivery order.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
7	84101704				0.000000
	Service From	Service To			
	2019-01-01	2021-12-31			

Commodity Line Description: Debt Collection - Rate of Second Placement

Extended Description:

Rate of Second Placement Type of Account - Per Debt% of Amount Collected - 11.00%See attached Usage Schedule prior to issuing delivery order.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
8	84101704				0.000000
	Service From	Service To			
	2019-01-01	2021-12-31			

Commodity Line Description: Debt Collection - Rate of Second Placement - Colleges

Extended Description:

Rate of Second Placement Type of Account - Colleges % of Amount Collected - 11.00%See attached Usage Schedule prior to issuing delivery order.



ALLAN MCVEY
CABINET SECRETARY

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

W. MICHAEL SHEETS
DIRECTOR

December 2, 2020

Mr. Dale Brumbach, Vice President of Client Relations
Penn Credit Corporation
2800 Commerce Drive
Harrisburg, PA 17110

Subject: WV Statewide Contract No.: DEBT19B

Dear Mr. Brumbach:

The State of West Virginia is offering to renew subject contract under the same terms, conditions and pricing. The renewal dates are January 01, 2021 through December 31, 2021. If your company agrees to this renewal, please sign below and return the original to my attention as soon as possible. You may return all renewal documents via email to Mark.A.Atkins@wv.gov.

Also attached is an **Affidavit** that is to be part of the purchase order and is required to be signed, dated, and notarized and a copy of your expired **Certificate of Insurance**. Please submit the required Affidavit and COI with this renewal letter.

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



Name/Signature

12/2/20

Date

CEO

Title

Please call if you have any questions.

Very truly yours,

Mark A. Atkins

Senior Buyer, Statewide Contracts
West Virginia Department of Administration
Purchasing Division
2019 Washington Street, East
POB 50130
Charleston, WV 25305-0130
Phone: 304.558.2307
Fax: 304.558-4115
Email: Mark.A.Atkins@wv.gov

Attachments

**DEBT19
Contract Usage Schedule
(Rev. 1/01/2021)**

The statewide contract for Debt Collection is a progressive contract based on commodity line. Award is based on low bid to high bid for each line. If the low bidder cannot provide the needs for the Agency at the requested time, the next low bidder will be contacted. Each vendor will have 48 hours to determine if they are able to meet the Agency's needs.

Commodity Lines	First	First	Second	Third
1. Colleges and Universities	Debt19A	Debt19B	Debt19C	Debt19D
2. Workers' Compensation	Debt19A	Debt19C	Debt19D	Debt19B
3. WV Dept. of Tax and Rev. - New	Debt19A	Debt19B	Debt19D	Debt19C
4. WV Dept. of Tax and Rev. - Levy	Debt19A	Debt19B	Debt19C	Debt19E
5. DEP	Debt19A	Debt19B	Debt19C	Debt19D
6. Other Spending Units	Debt19A	Debt19B	Debt19C	Debt19D
7. Rate of Second Placement	Debt19A	Debt19E	Debt19B	Debt19C
8. Rate of Second Placement - Colleges	Debt19A	Debt19B	Debt19C	Debt19D

Contract	Vendor	Contract Manager	Phone Number	Email
DEBT19A	Quality Asset Recovery, LLC	Jack L. Highsmith, Jr.	856-925-1010 ext. 126	jh@garecollect.com
DEBT19B	Penn Credit Corporation	Dale Brumbach	800-720-7293	dale.brumbach@penncredit.com
DEBT19C	ARS National Services	Phillip Prince	760-690-9362	Phillip.prince@arsnational.com
DEBT19D	I.C. System, Inc.	Karen Jonas	651-270-8393	kjonas@icsystem.com
DEBT19E	Pioneer Credit Recovery, Inc.	Chad Wilson	585-237-7037	Chad.Wilson@navient.com

