



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: 2016-02-29

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 DEBT15A	Procurement Folder: 60131
Document Name: Change Order 3- DEBT15A - Penn Credit Corp.	Reason for Modification:
Document Description: Statewide Contract for Debt Collection	Change Order No. 3 - Administrative change order to change the dates in the dates in the commodity lines.
Procurement Type: Central Master Agreement	
Buyer Name: Sheila L Hannah	
Telephone: (304) 558-4317	
Email: sheila.l.hannah@wv.gov	
Shipping Method:	Effective Start Date: 2015-01-01
Free on Board:	Effective End Date: 2016-12-31

VENDOR	DEPARTMENT CONTACT
Vendor Customer Code: 000000126266 PENN CREDIT CORP 916 SOUTH 14TH ST  HARRISBURG PA 17104  US Vendor Contact Phone: (999) 999-9999 Extension: Discount Percentage: 0.0000 Discount Days: 0	Requestor Name: Sheila L Hannah Requestor Phone: (304) 558-4317 Requestor Email: sheila.l.hannah@wv.gov

INVOICE TO	SHIP TO
ALL STATE AGENCIES  VARIOUS 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

Total Order Amount	Open End
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**AGENCY COPY**

PURCHASING DIVISION AUTHORIZATION SIGNED BY: Tara Lyle DATE: 2016-02-29 ELECTRONIC SIGNATURE ON FILE FEB 29 2016	ATTORNEY GENERAL APPROVAL AS TO FORM SIGNED BY: J. Robert Rishie DATE: 3/10/16 ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION SIGNED BY: M... DATE: MAR 11 2016 ELECTRONIC SIGNATURE ON FILE
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**Extended Description:**

Change Order No. 3 - Administrative change order to change the dates in the commodity lines to match the renewal period.

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	84101704				\$0.000000
	<b>Service From</b>	<b>Service To</b>			
	2016-01-01	2016-12-31			

Commodity Line Description: Debt Collection - Colleges and Universities

**Extended Description:**

Colleges and Universities  
Type of Account - Per Debt  
% of Amount Collected - 5.98%  
See attached Usage Schedule prior to issuing delivery order.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	84101704				\$0.000000
	<b>Service From</b>	<b>Service To</b>			
	2016-01-01	2016-12-31			

Commodity Line Description: Debt Collection - Workers' Compensation

**Extended Description:**

Workers' Compensation  
Type of Account - Default Account  
% of Amount Collected - 4.98%  
See attached Usage Schedule prior to issuing delivery order.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	84101704				\$0.000000
	<b>Service From</b>	<b>Service To</b>			
	2016-01-01	2016-12-31			

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 - 4.98%  
See attached Usage Schedule prior to issuing delivery order.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	84101704				\$0.000000
	<b>Service From</b>	<b>Service To</b>			
	2016-01-01	2016-12-31			

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 - 5.00%  
See attached Usage Schedule prior to issuing delivery order.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	84101704				\$0.000000
	<b>Service From</b>	<b>Service To</b>			
	2016-01-01	2016-12-31			

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

**Extended Description:**

Div. of Environmental Protection  
 Type of Account - Per Debt  
 % of Amount Collected - 5.98%  
 See attached Usage Schedule prior to issuing delivery order.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
6	84101704				\$0.000000
	<b>Service From</b>	<b>Service To</b>			
	2016-01-01	2016-12-31			

Commodity Line Description: Debt Collection - Other Spending Units

**Extended Description:**

Other Spending Units  
 Type of Account - Per Debt  
 % of Amount Collected - 5.98%  
 See attached Usage Schedule prior to issuing delivery order.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
7	84101704				\$0.000000
	<b>Service From</b>	<b>Service To</b>			
	2016-01-01	2016-12-31			

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
	<b>Service From</b>	<b>Service To</b>			
	2016-01-01	2016-12-31			

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.

<b>DEBT15A</b>	<b>Document Phase</b> Draft	<b>Document Description</b> Statewide Contract for Debt Collection	<b>Page 4</b> <b>of 4</b>
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**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions