



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: 2016-12-28

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 4 - DEBT15A - Penn Credit Corp.	Reason for Modification: Change Order 4 - To renew the original contract
Document Description: Statewide Contract for Debt Collection	
Procurement Type: Central Master Agreement	
Buyer Name: Charles D Barnette	
Telephone: (304) 558-2566	
Email: charles.d.barnette@wv.gov	
Shipping Method:	Effective Start Date: 2015-01-01
Free on Board:	Effective End Date: 2017-12-31

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: Misty Delong Requestor Phone: (304) 558-8802 Requestor Email: misty.m.delong@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

AGENCY COPY

Total Order Amount Open End

<i>CDB 12/28/16</i> PURCHASING DIVISION AUTHORIZATION SIGNED BY: Frank Whittaker DATE: 2016-12-28 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM SIGNED BY: <i>[Signature]</i> DATE: <i>1-9-17</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION SIGNED BY: <i>Bowenby Tolson</i> DATE: <i>JAN 9 2017</i> ELECTRONIC SIGNATURE ON FILE
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**Extended Description:**

Change Order 4 - 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: January 1, 2017 through December 31, 2017

Renewals 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.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	84101704				\$0.000000
	<b>Service From</b>	<b>Service To</b>			
	2017-01-01	2017-12-31			

**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>			
	2017-01-01	2017-12-31			

**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>			
	2017-01-01	2017-12-31			

**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>			
	2017-01-01	2017-12-31			

**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>			
	2017-01-01	2017-12-31			

**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>			
	2017-01-01	2017-12-31			

**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>			
	2017-01-01	2017-12-31			

**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>			
	2017-01-01	2017-12-31			

**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.



EARL RAY TOMBLIN  
GOVERNOR

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

MARY JANE PICKENS  
ACTING CABINET SECRETARY  
DAVID TINCHER  
DIRECTOR

December 16, 2016

Mr. Dale Brumbach  
Penn Credit Corp.  
916 South 14<sup>th</sup> Street  
Harrisburg, PA 17104

Subject: Contract# DEBT15A

Dear Mr. Brumbach:

The State of West Virginia is offering to extend the subject contract under the same terms, conditions and pricing. The extension dates are January 1, 2017 through December 31, 2017. If your company agrees to this extension, please sign below and return the original to my attention as soon as possible.

Also attached is an **Affidavit** that is to be part of the purchase order and is required to be signed and dated.

Please call if you have any questions.

Sincerely,

Charles Barnette  
Buyer

Attachment

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

\_\_\_\_\_  
Name/Signature

12/19/16  
\_\_\_\_\_  
Date

COO  
\_\_\_\_\_  
Title