



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 DEBT15F	Procurement Folder: 61343
Document Name: Change Order No 3 - DEBT15F - Conserve	Reason for Modification: Change Order No. 3 - Administrative change order to change the dates in the dates in the commodity lines.
Document Description: Statewide Contract for Debt Collection	
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: 000000106783 CONSERVE 200 CROSSKEYS OFFICE PARK FAIRPORT NY 14450 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

R2 129/16 PURCHASING DIVISION AUTHORIZATION SIGNED BY: <i>[Signature]</i> DATE: 3/02/2016 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM SIGNED BY: <i>Robert Hishie</i> DATE: 3/10/16 ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION SIGNED BY: <i>Melissa Ditt</i> 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
	Service From	Service To			
	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 - 23.00%

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			
	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 - 28.50%

See attached Usage Schedule prior to issuing delivery order.

DEBT15F	Document Phase Draft	Document Description Statewide Contract for Debt Collection	Page 3 of 3
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ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions