



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: 2019-12-03

CORRECT ORDER NUMBER  
 MUST APPEAR ON ALL PACKAGES,  
 INVOICES, AND SHIPPING PAPERS.  
 QUESTIONS CONCERNING THIS  
 ORDER SHOULD BE DIRECTED TO  
 THE DEPARTMENT CONTACT.

<b>Order Number:</b> CMA 0212 0212 DEBT19D	<b>Procurement Folder:</b> 526773
<b>Document Name:</b> DEBT19D -Statewide Contract for Debt Collection Services	<b>Reason for Modification:</b>
<b>Document Description:</b> Change Order No. 02 Original Folder: 510637	CO#2: ADMINISTRATIVE CHANGE ORDER issued to correct the contract Effective Start Date. The original contract Effective Start Date is 01/01/2019. The effective start date was inadvertently changed during the renewal of the contract in CO#1.
<b>Procurement Type:</b> Central Master Agreement	
<b>Buyer Name:</b> Mark A Atkins	
<b>Telephone:</b> (304) 558-2307	
<b>Email:</b> mark.a.atkins@wv.gov	
<b>Shipping Method:</b> Best Way	<b>Effective Start Date:</b> 2019-01-01
<b>Free on Board:</b> FOB Dest, Freight Prepaid	<b>Effective End Date:</b> 2020-12-31

VENDOR	DEPARTMENT CONTACT
<b>Vendor Customer Code:</b> VS0000016052 I.C. System, Inc. 444 Highway 96 E  Saint Paul MN 55127-2557  US <b>Vendor Contact Phone:</b> (651) 481-6315 <b>Extension:</b> <b>Discount Percentage:</b> 0.0000 <b>Discount Days:</b> 0	<b>Requestor Name:</b> Mark Atkins <b>Requestor Phone:</b> (304) 558-2307 <b>Requestor Email:</b> mark.a.atkins@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
--------------------	----------

<b>PURCHASING DIVISION AUTHORIZATION</b> <b>SIGNED BY:</b> <b>DATE:</b> <b>ELECTRONIC SIGNATURE ON FILE</b>	<b>ATTORNEY GENERAL APPROVAL AS TO FORM</b> <b>SIGNED BY:</b> <b>DATE:</b> <b>ELECTRONIC SIGNATURE ON FILE</b>	<b>ENCUMBRANCE CERTIFICATION</b> <b>SIGNED BY:</b> <b>DATE:</b> <b>ELECTRONIC SIGNATURE ON FILE</b>
--	---	--

12/5/19

DEC 03 2019

DEC 03 2019

**Extended Description:**

ADMINISTRATIVE CHANGE ORDER:

Change Order No. 02 is an Administrative Change Order issued to change the Effective Start Date from 01/01/2020 back to the original contract Effective Start Date of 01/01/2019. The original contract Effective Start Date was inadvertently changed during the renewal of the original contract when Change Order No. 01 was processed.

No Other Changes

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	84101704				\$0.000000
	<b>Service From</b>	<b>Service To</b>			
	2019-01-01	2020-12-31			

**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>			
	2019-01-01	2020-12-31			

**Commodity Line Description:** Debt Collection - Workers' Compensation

**Extended Description:**

Workers' CompensationType 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>			
	2019-01-01	2020-12-31			

**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>			
	2019-01-01	2020-12-31			

**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>			
	2019-01-01	2020-12-31			

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

**Extended Description:**

Div. of Environmental ProtectionType 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>			
	2019-01-01	2020-12-31			

**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>			
	2019-01-01	2020-12-31			

**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>			
	2019-01-01	2020-12-31			

**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>DEBT19D</b>	<b>Document Phase</b> Draft	<b>Document Description</b> Change Order No. 02 Original Folder: 510637	<b>Page 4</b> <b>of 4</b>
----------------	--------------------------------	---	------------------------------

**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions