



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: 12-12-2024

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 DEBT23B 3	Procurement Folder:	1144401
Document Name:	DEBT23B -Statewide Contract for Debt Collection Services	Reason for Modification:	Change Order No.: 02 To Renew Contract.
Document Description:	Statewide Contract for Debt Collection Services		
Procurement Type:	Statewide MA (Open End)		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2023-01-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-12-31

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	VS0000016052	Requestor Name:	Mark A Atkins
I C SYSTEM INC		Requestor Phone:	(304) 558-2307
PO BOX 64808		Requestor Email:	mark.a.atkins@wv.gov
ST PAUL	MN		
US	55164 0808		
Vendor Contact Phone:	651-481-6315		
Extension:			
Discount Details:			
	Discount Allowed	Discount Percentage	Discount Days
#1	No	0.0000	0
#2	No		
#3	No		
#4	No		

2025
 FILE LOCATION _____

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

CR 12-19-24

Total Order Amount:	Open End
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Purchasing Division's File Copy

MA 12/12/2024
PURCHASING DIVISION AUTHORIZATION
DATE: *12/18/24*
ELECTRONIC SIGNATURE ON FILE

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

ENCUMBRANCE CERTIFICATION
DATE: *12-20-24*
ELECTRONIC SIGNATURE ON FILE

Extended Description:
CHANGE ORDER

Change Order No. 02 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 01/01/2025 through 12/31/2025.

Renewals Remaining: 1 YEAR.

NO OTHER CHANGES

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	84101704				0.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Debt Collection - Colleges and Universities

Extended Description:
Colleges and Universities
Type of Account - Per Debt
% of Amount Collected - 4.50%
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		Service Contract Amount	
				0.00	

Commodity Line Description: Debt Collection - Workers' Compensation

Extended Description:
Workers' Compensation
Type of Account - Default Account
% of Amount Collected - 4.00%
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		Service Contract Amount	
				0.00	

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 - 4.00%
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		Service Contract Amount	
				0.00	

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 - 4.00%
 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		Service Contract Amount	
				0.00	

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

Extended Description:

Div. of Environmental Protection
 Type of Account - Per Debt
 % of Amount Collected - 4.50%
 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		Service Contract Amount	
				0.00	

Commodity Line Description: Debt Collection - Other Spending Units

Extended Description:

Other Spending Units
 Type of Account - Per Debt
 % of Amount Collected - 4.50%
 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		Service Contract Amount	
				0.00	

Commodity Line Description: Debt Collection - Rate of Second Placement

Extended Description:

Rate of Second Placement
 Type of Account - Per Debt
 % of Amount Collected - 9.50%
 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		Service Contract Amount	
				0.00	

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

Extended Description:

Rate of Second Placement
 Type of Account - Colleges
 % of Amount Collected - 9.50%
 See attached Usage Schedule prior to issuing delivery order.



JOHN McHUGH
ACTING CABINET SECRETARY

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

SAMANTHA L. WILLIS
DIRECTOR

December 5, 2024

Ms. Karen Jonas, Vice President of National Accounts
I.C. Systems, Inc.
444 Hwy 96 E.
St. Paul, MN 55127

Subject: WV Statewide Contract No.: DEBT23B

Dear Ms. Jonas:

The State of West Virginia is offering to renew the subject contract under the same terms, conditions, and pricing. The renewal dates are January 01, 2025 through December 31, 2025. If your company agrees to this renewal, please sign below and return via email to Mark.A.Atkins@wv.gov.

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.

John Emulson
Printed Name

[Signature]
Signature

Passior
Title

12/6/2024
Date

Please call if you have any questions.

Very truly yours,

Mark A. Atkins, CPPB

Buyer Supervisor
West Virginia Department of Administration
Purchasing Division
2019 Washington Street, East
POB 50130
Charleston, WV 25305-0130

Phone: 304.558.2307
Email: Mark.A.Atkins@wv.gov

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Business Organization Detail

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I. C. SYSTEM, INC.

Organization Information									
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason	
C J Corporation	12/21/2006		12/21/2006	Foreign	Profit				

Organization Information									
Business Purpose	5222 - Finance and Insurance - Credit Intermediation and Related Activities - Nondepository Credit Intermediation (credit card issuing, sales, consumer lending, real estate credit, international trade, secondary market)				Capital Stock				
Charter County					Control Number	90281			
Charter State	MN				Excess Acres				
At Will Term					Member Managed				
At Will Term Years					Par Value				
Authorized Shares					Young Entrepreneur	Not Specified			

Addresses	
Type	Address
Local Office Address	707 VIRGINIA STREET EAST CHARLESTON, WV, 25301
Mailing Address	PO BOX 64444 SAINT PAUL, MN, 551640444
Notice of Process Address	C T CORPORATION SYSTEM 5098 WASHINGTON ST W STE 407 CHARLESTON, WV, 253131561
Principal Office Address	444 HIGHWAY 96 EAST ST. PAUL, MN, 55127
Type	Address

Officers	
Type	Name/Address
Director	JOHN A ERICKSON 1705 KERRY LANE WOODBURY, MN, 55125
Director	TIMOTHY J. PABST 444 HIGHWAY 96 E ST. PAUL, MN, 55127
President	JOHN A ERICKSON, IV 444 HIGHWAY 96 EAST ST PAUL, MN, 55164
Secretary	MICHELLE K. DOVE 444 HIGHWAY 96 EAST ST. PAUL, MN, 55164
Treasurer	JOHN A. ERICKSON IV 444 HIGHWAY 96 EAST ST. PAUL, MN, 55082
Type	Name/Address

Annual Reports	
Filed For	Date filed
2024	
2023	
2022	
2021	
2020	
2019	
2018	
2017c	
2017	
2016	
2015	
2014	
2013	
2012	
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For more information, please contact the Secretary of State's Office at 304-558-8000.

Thursday, December 12, 2024 — 9:15 AM

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