



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 DEBT23C 3	Procurement Folder:	1148076
Document Name:	DEBT23C -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:	000000126266	Requestor Name:	Mark A Atkins
PENN CREDIT CORPORATION 2800 COMMERCE DR		Requestor Phone:	(304) 558-2307
HARRISBURG PA 17110 US		Requestor Email:	mark.a.atkins@wv.gov
Vendor Contact Phone:	800-800-3328	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 VARIOUS LOCATIONS AS INDICATED BY ORDER	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER
No City WV 99999	No City 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: 12/12/2024
 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 - NO AWARD

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 - NO AWARD

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 - 4.48%

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 - 4.48%
 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 - NO AWARD
 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 - NO AWARD
 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 - 10.43%
 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 - 10.43%
 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

Mr. Dale Brumbach, Vice President of Client Relations
Penn Credit Corporation
2800 Commerce Drive
Harrisburg, PA 17110

Subject: WV Statewide Contract No.: DEBT23C

Dear Mr. Brumbach:

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.

Rhett Donagher
Printed Name

Rhett Donagher
Signature

Chief Revenue Officer
Title

December 10, 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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PENN CREDIT CORPORATION

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C J Corporation	9/20/2004		9/20/2004	Foreign	Profit			

Organization Information			
Business Purpose	5614 - Admin/Support Waste Mgt/Remediation Services - Administrative and Support Services - Business Support Services (document prep, call centers, telemarketing, collection agencies, credit, repossession, court reporting, stenotype)		Capital Stock
Charter County		Control Number	70031
Charter State	PA	Excess Acres	
At Will Term		Member Managed	
At Will Term Years		Par Value	
Authorized Shares	0	Young Entrepreneur	Not Specified

Addresses	
Type	Address
Local Office Address	2800 COMMERCE DRIVE HARRISBURG, PA, 17110
Mailing Address	2800 COMMERCE DRIVE HARRISBURG, PA, 17110 USA
Mailing Address	THOMAS D. PERPOTTA 916 S. 14TH STREET HARRISBURG, PA, 17104 USA
Notice of Process Address	CORPORATION SERVICE COMPANY 209 WEST WASHINGTON STREET CHARLESTON, WV, 25302
Principal Office Address	2800 COMMERCE DRIVE HARRISBURG, PA, 17110 USA
Type	Address

Officers	
Type	Name/Address
Director	THOMAS F FOLEY, JR 2800 COMMERCE DRIVE HARRISBURG, PA, 17110
Director	KYLE R DONAGHER 2800 COMMERCE DRIVE HARRISBURG, PA, 17110
President	RICHARD S. TEMPLIN 2800 COMMERCE DRIVE HARRISBURG, PA, 17110
Secretary	RHETT Q. DONAGHER 2800 COMMERCE DRIVE HARRISBURG, PA, 17110
Treasurer	KYLE R. DONAGHER 2800 COMMERCE DRIVE HARRISBURG, PA, 17110
Type	Name/Address

DBA			
DBA Name	Description	Effective Date	Termination Date
PENN CREDIT	TRADENAME	11/19/2014	10/26/2017
DBA Name	Description	Effective Date	Termination Date

Annual Reports	
Filed For	
2024	
2023	
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For more information, please contact the Secretary of State's Office at 304-568-8000.

Thursday, December 12, 2024 — 9:39 AM

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