



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 DEBT23E 3	Procurement Folder:	1149413
Document Name:	DEBT23E -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:	VS0000041813			Requestor Name:	Mark A Atkins
THE CBE GROUP INC				Requestor Phone:	(304) 558-2307
1309 TECHNOLOGY PKWY				Requestor Email:	mark.a.atkins@wv.gov
CEDAR FALLS	IA	50613			
US					
Vendor Contact Phone:	3198836611	Extension:			
Discount Details:					
	Discount Allowed	Discount Percentage	Discount Days		
#1	No	0.0000	0		
#2	No				
#3	No				
#4	No				

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 10/10/2024
 PURCHASING DIVISION AUTHORIZATION
 DATE: 12/18/24
 ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM
 DATE: 12/20/2024
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
 DATE: 12/20/2024
 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 - 4.25%
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 - NO AWARD
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 - NO AWARD
 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 - NO AWARD
 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 - NO AWARD
 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. Lynn Reynolds, Chief Sales Officer
The CBE Group Inc.
1309 Technology Parkway
Cedar Falls, IA 50613

Subject: WV Statewide Contract No.: DEBT23E

Dear Mr. Reynolds:

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.

Nick Michael
Printed Name

Nick Michael
Signature

Chief Risk Officer
Title

12/10/2024
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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