



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: 01-15-2026

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 RECMGT22E 2	Procurement Folder:	1641371
Document Name:	CMA 0212 RECMGT22E	Reason for Modification:	CO#1 is issued to renew the Contract.
Document Description:	Statewide Contract: Records Management Services		
Procurement Type:	Statewide MA (Open End)		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2025-02-15
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2027-02-14

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000126524 IRON MOUNTAIN INCORPORATED 1545 HANSFORD ST CHARLESTON WV 25311 US Vendor Contact Phone: 304-346-8878 Extension: Discount Details: <table border="1"> <thead> <tr> <th></th> <th>Discount Allowed</th> <th>Discount Percentage</th> <th>Discount Days</th> </tr> </thead> <tbody> <tr> <td>#1</td> <td>No</td> <td>0.0000</td> <td>0</td> </tr> <tr> <td>#2</td> <td>No</td> <td></td> <td></td> </tr> <tr> <td>#3</td> <td>No</td> <td></td> <td></td> </tr> <tr> <td>#4</td> <td>No</td> <td></td> <td></td> </tr> </tbody> </table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	No			#3	No			#4	No			Requestor Name: Donna L Lipscomb Requestor Phone: (304) 558-5472 Requestor Email: donna.m.lipscomb@wv.gov <div style="text-align: center; font-size: 2em; font-weight: bold;">2026</div> FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
VARIOUS AGENCY 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

CR 1-28-26

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

MA 1/05/2026

PURCHASING DIVISION AUTHORIZATION
 DATE: *1/23/26*
 ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM
 DATE: *1/30/2026*
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
 DATE: *1-30-26*
 ELECTRONIC SIGNATURE ON FILE

Extended Description:

EMERGENCY STATEWIDE CONTRACT: Records Management Services:

CHANGE ORDER:

Change Order No. 01 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, per the attached documents.

Effective Dates: 02/15/2026 - 02/14/2027

Renewals Remaining: (1) Year

NO OTHER CHANGES

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	78131804			LS	0.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Records Management Services

Extended Description:

See EXHIBIT_B for Contract Pricing



ERIC L. HOUSEHOLDER
CABINET SECRETARY

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

SAMANTHA L. WILLIS
DIRECTOR

January 6, 2026

Ms. Theresa Pate, Senior Contracts Administrator
Iron Mountain Incorporated
1201 Freedom Road
Cranberry Twp, PA 16066

Subject: WV Statewide Contract No.: CMA 0212 RECMGT22E, Records Management and Off-Site Storage Services

Dear Ms. Pate:

The State of West Virginia is offering to renew the subject contract under the same terms, conditions and pricing. The renewal dates are February 15, 2026 through February 14, 2027. If your company agrees to this renewal, please sign below and return all renewal documents 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.

Matthew Mastronardo

Matthew Mastronardo

Digitally signed by Matthew
Mastronardo
Date: 2026.01.14 08:46:36 -05'00'

Contracts Administrator, Public Sector

Print Name

Signature

Title

January 14, 2026

Date

Please call if you have any questions.

Best regards,

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

Fax: 304.558-4115

Email: Mark.A.Atkins@wv.gov

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Business Organization Detail

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IRON MOUNTAIN INCORPORATED

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	3/25/2015		3/25/2015	Foreign	Profit			

Organization Information			
Business Purpose	4931 - Transportation and Warehousing - Warehousing and Storage - Warehousing and Storage (general, refrigerated, farm products)		Capital Stock
Charter County			Control Number 9A9V7
Charter State	DE		Excess Acres
At Will Term			Member Managed
At Will Term Years			Par Value
Authorized Shares	0		Young Entrepreneur Not Specified

Addresses	
Type	Address
Designated Office Address	209 WEST WASHINGTON STREET CHARLESTON, WV, 25302
Notice of Process Address	CORPORATION SERVICE COMPANY 808 GREENBRIER STREET CHARLESTON, WV, 25311
Principal Office Address	85 NEW HAMPSHIRE AVENUE SUITE 150 PORTSMOUTH, NH, 03801 USA <i>* SEE ATTACHED</i>
Principal Office Mailing Address	85 NEW HAMPSHIRE AVENUE SUITE 150 PORTSMOUTH, NH, 03801 USA
Type	Address

Officers	
Type	Name/Address
Director	ALFRED JOSEPH VERRECCHIA 580 OCEAN ROAD NARRAGANSETT, RI, 02882
Director	PAMELA ARWAY 6115 BAYSHORE DRIVE, #103 FT, LAUDERDALE, FL, 33304
President	WILLIAM L. MEANEY 1101 ENTERPRISE DRIVE ROYERSFORD, PA, 19468
Secretary	DEBORAH MARSON 85 NEW HAMPSHIRE AVENUE SUITE 150 PEASE INTERNATIONAL TRADEPORT PORTSMOUTH, NH, 03801
Treasurer	DAVID BUDA 85 NEW HAMPSHIRE AVENUE SUITE 150 PORTSMOUTH, NH, 03801
Type	Name/Address

Mergers				
Merger Date	Merged	Merged State	Survived	Survived State
3/25/2015	IRON MOUNTAIN INCORPORATED	DE	IRON MOUNTAIN INCORPORATED	DE
Merger Date	Merged	Merged State	Survived	Survived State

Date	Amendment
3/25/2015	MERGER: MERGING IRON MOUNTAIN INCORPORATED, A QUALIFIED DE CORPORATION WITH AND INTO IRON MOUNTAIN INCORPORATED, A QUALIFIED DE CORPORATION, THE SURVIVOR, FORMERLY KNOWN AS IRON MOUNTAIN REIT, INC.
Date	Amendment

Annual Reports	
Filed For	
2025	
2024	
2023	
2022	
2021	
2020	
2019	
2018	

2017x
2017
Date filed

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For more information, please contact the Secretary of State's Office at 304-558-8000.

Thursday, January 15, 2026 — 11:52 AM

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Vendor/Customer

Vendor/Customer

Address

Address

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- Contact Information
- Contact Address Information
- Geographic Designation
- Change Management

Address Type	Street 1	City	State/Province	Zip/Postal Code
<input checked="" type="checkbox"/> Payment	PO BOX 6700	SOUTHEASTERN	PA	19398 6700
<input type="checkbox"/> Ordering	ONE FEDERAL ST	BOSTON	MA	02110
<input checked="" type="checkbox"/> Ordering	85 NEW HAMPSHIRE AVENUE	PORTSMOUTH	NH	03801
<input type="checkbox"/> Payment	PO BOX 27129	NEW YORK	NY	10087-7129
<input type="checkbox"/> Payment	PO BOX 27128	NEW YORK	NY	100877128
<input checked="" type="checkbox"/> Ordering	PO BOX 27128	NEW YORK	NY	100877128
<input checked="" type="checkbox"/> Ordering	1545 HANSFORD ST	CHARLESTON	WV	25311

First Prev Next Last

Save [Undo](#) Delete Insert [Copy](#) Paste

Vendor/Customer : 000000126524
IRON MOUNTAIN INCORPORATED

Address Type : Payment

Division/Department :

Additional Address Info. :

Prevent New Spending :

Default Currency : USD - US Dollar

Active I

Acti

Default Re

Mail Retu

Active Adc

Address Information

Address ID : AD000004

Street 1 : PO BOX 6700

Street 2 :

City : SOUTHEASTERN

State/Province : PA

Zip/Postal Code : 19398 6700

DUNS :

Extended DUNS :

Unique Entity Identifier :

CAGE Code :

Country Phone Code : 1

Phone : 000-000-0000

Phone Extension :

County :

County Name :

Country : US

Prenote/EFT

Remittance Advice

Contact Information

Contact Address Information

Geographic Designation

Change Management

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