



STATE OF IOWA
MASTER AGREEMENT
 Contract Declaration and Execution

MA 005

20413C

EFFECTIVE BEGIN DATE: 05-11-2025
EXPIRATION DATE: 05-10-2026
PAGE: 1 of 3

VENDOR:

Payday Inc
Payday HCM
VS000006803

5011 Indian School Rd NE
Albuquerque, NM 87110

VENDOR CONTACT:

Keith Edwards
PHONE: 5052555433
EMAIL: Keith@paydayhcm.com

ISSUER:

Craig Trotter
EXT: 305 **PHONE:** 515-322-8593
EMAIL: craig.trotter@iowa.gov

FOB: FOB Dest, Freight Prepaid

Contract For: Volunteer & National Service Program Payroll Services

The parties agree to comply with the terms and conditions on the following attachments which are by this reference made a part of the Agreement.

Attachments are on file with the Department of Administrative Service - Central Procurement.

Attachment 1: Competitive Solicitation RFB1120269084.

Attachment 2: Contractor's Bid Response to RFB1120269084.

Attachment 3: Contractor's Cost (final pricing documentation) Response to RFB1120269084.

Special Terms: Additional services may be added to this Contract upon written amendment of the Contract by the DAS Central Procurement Contract Manager.

Sales Contact Information

Keith Edwards
 515-255-5433 Ext. 305
 515-463-2566 (Mobile)
 keith@paydayhcm.com

Payment Terms: Net 60 day

RENEWAL OPTIONS

FROM 05-11-2026 **TO** 05-10-2027

AUTHORIZED DEPARTMENT

ALL
 SUB Other Governmental Entities



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LINE NO.	QUANTITY / SERVICE DATES	UNIT	COMMODITY / DESCRIPTION	UNIT COST / PRICE OF SERVICE
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1	0.00000	EA	94610	\$ 0.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

Accounting and Billing Services (Including Payroll Services)
Payroll Services

Payroll Services as specified in the Contract attached. Specific per employee rates are in Section 4 of the Contract.

\$8.68 per Participant/Volunteer for HRIS, Onboarding, Time & Attendance, Payroll & Benefits (PEPM)
 Year End Reporting Included

2	0.00000	EA	94610	\$ 0.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

Accounting and Billing Services (Including Payroll Services)
Initial Payroll Set Up Fee

The fee for initial setup of payroll is \$1,000.00.

3	0.00000	EA	94610	\$ 0.000000
				\$ 0.000000

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

Accounting and Billing Services (Including Payroll Services)
Additional fees

Additional fees as follows:
 Courier Delivery (FEDEX): \$15.00/shipment
 Additional Payroll Runs: \$19.04 plus \$1.22 per pay item
 Mail Delivery: \$0.68 each
 Electronic delivery: Free
 Child Support/Garnishment/Special payments: \$3.00 per check & \$0.25 per ACH



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TERMS AND CONDITIONS

Referenced Terms

The parties agree to comply with the terms and conditions pursuant to the bid process which are by this reference made a part of the Agreement.

THIS MASTER AGREEMENT IS EFFECTIVE AS OF THE LATEST DATE SHOWN IN "EFFECTIVE BEGIN DATE" IN THE UPPER RIGHT HAND CORNER OR THE DATE BELOW SIGNED BY THE STATE OF IOWA.

CONTRACTOR		STATE OF IOWA	
CONTRACTOR'S NAME (If other than an individual, state whether a corp, partnership, etc.) Payday Inc. D/B/A Payday HCM		AGENCY NAME DAS Central Procurement	
BY (Authorized Signature) <i>Andrew Siegel</i>	Date Signed 03 / 23 / 2025	BY (Authorized Signature) <i>Craig Trotter</i>	Date Signed 3/24/2025
Printed Name and Title of Person Signing Andrew Siegel, CEO		Printed Name and Title of Person Signing Craig Trotter – Senior Statewide Procurement Officer	
Address 5011 Indian School Rd. NE Albuquerque, NM 87110		Address Iowa Department of Administrative Services Hoover State Office Building, Level 3 1305 East Walnut Street Des Moines, IA 50319	

CERTIFICATE *of* SIGNATURE

REF. NUMBER
UNKPR-UFUDH-AYIZB-VW5DM

DOCUMENT COMPLETED BY ALL PARTIES ON
23 MAR 2025 10:42:06 UTC

SIGNER

ANDREW SIEGEL

EMAIL
ASIEGEL@PAYDAYHCM.COM

TIMESTAMP

SENT
19 MAR 2025 20:06:24 UTC

VIEWED
23 MAR 2025 10:40:43 UTC

SIGNED
23 MAR 2025 10:42:06 UTC

SIGNATURE



IP ADDRESS
73.0.3.62

LOCATION
PORT SAINT LUCIE, UNITED STATES

RECIPIENT VERIFICATION

EMAIL VERIFIED
23 MAR 2025 10:40:43 UTC

