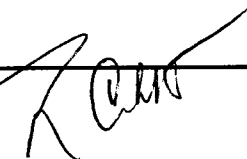


MANATEE COUNTY GOVERNMENT SOURCE SELECTION

SUBJECT	Debt Collection Services	DATE POSTED	June 9, 2010
PURCHASING REPRESENTATIVE	Frank Lambertson, 749-3042	DATE CONTRACT SHALL BE AWARDED	N/A 13 6/11/10
DEPARTMENT	Financial Management Dept./Purchasing Div.	CONSEQUENCES IF DEFERRED	N/A
SOURCE RECOMMENDATION	Merchants Association Collection Division	AUTHORIZED BY DATE	Rob Cuthbert June 9, 2010 

ACTION DESIRED

Authorization to enter into negotiations with Merchants Association Collection Division, Inc., Tampa, FL for the purpose of providing Debt Collection Service on a commission rate of 18% for various County Departments on an as required basis.

ENABLING/REGULATING AUTHORITY

Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy.)

Manatee County Code of Laws, Chapter 2-26 Manatee County Purchasing Ordinance, Section 2-26-40 and the Standards and Procedures approved by the County Administrator.

BACKGROUND/DISCUSSION

- The selected proposer would receive 18% of all funds collected for the County.
- Funding Source: Commissions are paid based on funds collected.
- **MANATEE COUNTY** firms that were directly contacted and made aware of this Request for Proposal were, and took the following actions in response to the RFP:

Receivables Management, Inc., Bradenton, FL

There were no other Manatee County firms found that would provide the products and services required by the RFP.

- Proposals were received from the following firms:

Manatee County firms:

Receivables Management, Inc., Bradenton, FL

Local firms:

Gulf Coast Collection Bureau, Inc., Sarasota, FL
 Merchants Association Collection Division, Tampa, FL
 Vengroff, Williams & Associates, Sarasota, FL

SUMMARY

Recommend negotiations with Merchants Association Collection Division, Inc., Tampa, FL

ATTACHMENTS: (List in order as attached)

INSTRUCTIONS TO BOARD RECORDS:

1. Approval Email

N/A

COST

To be negotiated

SOURCE (ACCT# & NAME)

Department to advise

COMMENTS

N/A

AMT./FREQ. OF RECURRING COSTS (ATTACH FISCAL IMPACT STATEMENT)

N/A

Other firms:

Applied Business Services, Inc., Edenton, NC
CBCS, Grand Rapids, MI
CreditTech Inc., Bangor, PA
CreditWatch Services, Fort Worth, TX
Collecto, Inc., d/b/a EOS CCA, Norwell, MA
Gold Key Credit, Inc., Brooksville, FL
MRS Associates, Inc., Cherry Hill, NJ
Municipal Services Bureau, Austin, TX
NCSPPlus, Inc., Orlando, FL
Payment America Systems, Nashville, TN
Penn Credit Corporation, Harrisburg, PA
SC Services & Associates, Inc., Lake City, FL
Sequoia Financial Services, Glendale, CA
The Sagres Company, San Diego, CA
United Financial Management Services, Inc., Lake Mary, FL


- Approval to enter into negotiations with the following top ranked firm.
- Manatee County has the need to acquire a professional debt collection agency to perform debt collection services on a commission basis for the Utilities Department, and various other County departments on an as required basis.
- 10/26/09 – 3/24/10 the appropriate proposal procedures were followed. The Request for Proposal (RFP) was broadcast via DemandStar to one hundred fifty two (152) Debt Collection firms; twenty five (25) firms downloaded the RFP and nineteen (19) firms' submitted proposals.
- The RFP was advertized locally in the Bradenton Herald, posted on the County's website and provided to the Manatee County Chamber of Commerce for release to members.
- The Selection Committee consisted of:

Renee Nordbye, Utilities Department
Frank Lambertson, Financial Management Department
Angie Bibler, Financial Management Department
- The Selection Committee convened 2/22/10 and shortlisted the following firms:

Gulf Coast Collection Bureau, Inc., Sarasota, FL
Merchants Association Collection Division, Tampa, FL
Receivables Management, Inc., Bradenton, FL
- The Selection Committee convened 3/24/10 to hear oral presentations from the shortlisted firms and then ranked the firms as follows for the purpose of negotiating a contract with top ranked firm:
- Ranked #1, Merchants Association Collection Division, Tampa, FL – The proposer was determined to best meet the needs of the County for debt collection services. The firm has been performing the debt collection services for the County since 2005 and both Public Safety and Utilities Department are satisfied with their performance. Merchants Association Collection Division has recently installed a new software system that will allow the County additionally visibility on account status and progress made on all collection efforts.
- Ranked #2, Gulf Coast Collection Bureau, Inc., Sarasota, FL – The firm submitted a professional proposal demonstrating their ability to provide the required services and its references provided positive feedback to the Selection Committee. However, the firm was ranked overall due to the perception of the Selection Committee of a lesser ability to meet County requirements due to organization structure, even with a proposed collection fee 1.2% less than the selected firm.
- Ranked #3, Receivables Management, Inc., Bradenton, FL – Its proposal responses addressed all categories requested in the RFP and detailed their experience in providing debt collection services. The firms experience was extensive in the collection of municipal traffic fines and moving violations, little in state experience, and their proposed contingency collection rate (25%) was the highest of all the proposers.

- The remaining proposal respondents were not ranked, although well qualified they were not selected based on a comparison of capabilities of the selected firm.

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CreditWatch Services, Fort Worth, TX
Collecto, Inc., d/b/a EOS CCA, Norwell, MA
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Vengroff, Williams & Associates, Sarasota, FL

Re: Selection for Negotiations - RFP #09-3129FL Debt Collection Services 
Rob Cuthbert to: Frank Lambertson

06/04/2010 11:34 AM

Proceed with a source selection posting. Thanks, Rob

Frank Lambertson The selected proposer would receive 18% of all f...

05/04/2010 03:45:12 PM

From: Frank Lambertson/MCG
To: Rob Cuthbert/MCG@MCG
Date: 05/04/2010 03:45 PM
Subject: Selection for Negotiations - RFP #09-3129FL Debt Collection Services

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Manatee County Government, Purchasing Division
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Fax: 941-749-3034