SUBJECT: DEBT COLLECTION SERVICE

BID #: ESC-0339-24 **OPEN DATE: 2024-03-27**

JACKSONVILLE PROCUREMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT

AGENCY: CLERK OF COURTS

BASIS OF AWARD: EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 37 **NUMBER RECEIVED:** 8 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
On-Site demonstrations/interviews were held for the top five (5) bidders and a combined scoring matrix was completed (see attached).

Recommend approval to enter negotiations with the top two (2) highest scoring bidders as shown below. The results will be documented and presented to Jacksonville Procurement Awards Committee (JPAC) for approval.

Vendors	Proposal Evaluation Score	Demonstration Evaluation Score	Total Combined Score (200 Maximum)	Final Ranking
Linebarger Goggin Blair & Sampson, LLP	144.75	48.5	193.25	1
Penn Credit Corp.	123.25	41.5	164.75	2

ATTACHMENTS: Recommendation Memo, Combined Scoring/Ranking, Previous Award

ANALYST: OLIVE WALLACE-COHEN **RESPECTFULLY SUBMITTED:** FOR: DUSTIN FREEMAN, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Jennifer Spinelli, Chief Financial Officer, Clerk of Circuit and County Courts

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(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF JPAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

JODY PHILLIPS
CLERK OF THE CIRCUIT COURT
DUVAL COUNTY, FLORIDA

August 30, 2024

To: Dustin Freeman, Chief of Procurement

Thru: Jennifer Spinelli, Chief Financial Officer

From: Angel Van Sickle, Senior Manager

Subject: Approval request to enter into contract negotiations; top two (2) proposers
ESC-0339-24 – Debt Collection Services for the Clerk of the Circuit and County Courts

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The sub-committee comprised of the representatives of the Clerk of the Circuit and County Courts, responsible for evaluating responses, has completed the evaluation process through written proposal, and on-site demonstration. Based on the combinative scoring, the scores are as follows:

Proposers	Proposal Evaluation Score	Demonstration Evaluation Score*	Total Combined Score (200 Maximum)	Final Rank
Linebarger Goggan Blair & Sampson, LLP	144.75	48.5	193.25	1
Penn Credit Corp.	123.25	41.5	164.75	2
Harris & Harris, LTD	123.5	40.25	163.75	3
Alliance Once Receivable Solutions	122.25	37.25	159.5	4
Pioneer Credit Recovery, Inc.	118.5	36.75	155.25	5
Perdue Brandon Fielder Collins & Mott, LLP	117.75	0	117.75	6
Coast Professional, Inc.	116.25	0	116.25	7
Visionnet Systems, Inc.	81.25	0	81.25	8

* Per RFP, only top 5 selected for demonstrations

Florida Clerks collect state revenues of court costs and fines and are required to report on collection performance. The legislature has made compliance of court costs and fines a priority for clerks. Court Collection Best Practices Guidelines outlines sending cases to collection using "multiple collection agencies/firms."

The clerk is requesting to enter into negotiations to contract with the top two (2) proposers:

Linebarger Goggan Blair & Sampson, and Penn Credit Corp. for Debt Collection Services.

DEBT COLLECTION SERVICES

PRESENTATION / INTERVIEW

ESC-0339-24

Total Points	5 Points	15 Points	10 Points	15 Points	5 Points	OVERALL	Rank
Proposers	**Presenter**	**Presenting Best Practices/Collection Methods**	**Product Timeliness and Flexibility**	**Account Management**	**Reports**	**50 Total Points**	
Vendor: LINEBARGER GOGGAN BLAIR & SAMPSON, LLP							
Jennifer Spinelli	5.00	14.00	10.00	15.00	4.00	48.00	
Nikish Hammett	5.00	15.00	10.00	11.00	5.00	46.00	
Sheri Pristupa	5.00	15.00	10.00	15.00	5.00	50.00	
Zilka Celikovic	5.00	15.00	10.00	15.00	5.00	50.00	
Average	5.00	14.75	10.00	14.00	4.75	**48.50**	1
Vendor: AllianceOne Receivable Solutions							
Jennifer Spinelli	3.00	13.00	9.00	13.00	4.00	42.00	
Nikish Hammett	2.00	6.00	5.00	10.00	4.00	27.00	
Sheri Pristupa	3.00	10.00	7.00	11.00	4.00	35.00	
Zilka Celikovic	5.00	15.00	7.00	13.00	3.00	43.00	
Average	3.25	11.00	7.00	11.75	3.75	**36.75**	5
Vendor: PIONEER CREDIT RECOVERY, INC.							
Jennifer Spinelli	2.00	12.00	9.00	10.00	4.00	37.00	
Nikish Hammett	2.00	7.00	5.00	7.00	4.00	25.00	
Sheri Pristupa	3.00	12.00	7.00	12.00	3.00	37.00	
Zilka Celikovic	5.00	15.00	10.00	15.00	5.00	50.00	
Average	3.00	11.50	7.75	11.00	4.00	**37.25**	4
Vendor: PENN CREDIT CORP.							
Jennifer Spinelli	5.00	15.00	10.00	14.00	4.00	48.00	
Nikish Hammett	4.00	8.00	6.00	8.00	3.00	29.00	
Sheri Pristupa	3.00	12.00	8.00	13.00	3.00	39.00	
Zilka Celikovic	5.00	15.00	10.00	15.00	5.00	50.00	
Average	4.25	12.50	8.50	12.50	3.75	**41.50**	2
Vendor: HARRIS & HARRIS, LTD							
Jennifer Spinelli	5.00	13.00	8.00	14.00	4.00	44.00	
Nikish Hammett	2.00	11.00	7.00	8.00	3.00	31.00	
Sheri Pristupa	4.00	13.00	8.00	13.00	4.00	42.00	
Zilka Celikovic	4.00	15.00	8.00	13.00	4.00	44.00	
Average	3.75	13.00	7.75	12.00	3.75	**40.25**	3

RANKING

VENDORS	Proposal Points	Presentation Points	Total Points	Ranking
LINEBARGER GOGGAN BLAIR & SAMPSON, LLP	144.75	**48.50**	193.25	1
PENN CREDIT CORP.	123.25	**41.50**	164.75	2
HARRIS & HARRIS, LTD	123.50	**40.25**	163.75	3
AllianceOne Receivable Solutions	122.25	**37.25**	159.5	4
PIONEER CREDIT RECOVERY, INC.	118.50	**36.75**	155.25	5

SUBJECT: DEBT COLLECTION SERVICE

BID #: ESC-0339-24 **OPEN DATE: 2024-03-27**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT

AGENCY: CLERK OF COURTS

BASIS OF AWARD: EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 37 **NUMBER RECEIVED:** 8 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
The City of Jacksonville, Procurement Division received eight (8) responses for subject bid.

The Evaluation Committee has completed their review and recommends approval to move forward with On-site Demonstrations/ Oral Interviews with the five (5) top scoring/qualifying vendors as listed below. The ranking of first through fifth designates the order of qualification of these firms.

BIDDERS	POINTS/SCORES	RANKING
Linebarger, Goggan, Blair, & Sampson	144.75	1
Harris & Harris LTD	123.50	2
Penn Credit Corp	123.25	3
AllianceOne Receivable Solutions	122.25	4
Pioneer Credit Recovery, Inc.	118.50	5

ATTACHMENTS: Recommendation Memo, Bid Tabulation, Evaluation Matrix, Requirement/Scope of Services

ANALYST: OLIVE WALLACE-COHEN **RESPECTFULLY SUBMITTED:** DUSTIN FREEMAN, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Allison Luker, CEO, Clerk of Circuit and County Courts

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE: 5/2/2024

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 5/8/24

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION Karen Bowling

~~Karen Bowling~~
Chief Administrative Officer
~~For: Mayor Donna Deegan~~
Under Authority Of:
~~Executive Order No: 2023-02~~