SUBJECT: Debt Collection Services for the Duval County Clerk of the Circuit and County Courts

BID #: ESC-0496-18 **OPEN DATE: 8/8/18**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – Three (3) years from date of contract execution with three (3) one (1) year renewal options

AGENCY: Clerk of the Courts

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 5 **NUMBER RECEIVED: 10** **OTHER: 2**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to end negotiations and reject Penn Credit for failure to comply with the requirements of the RFP as outlined in Sections 2.17, Contractor Representation and 4.4, Contractor Qualifications. Recommend approval to begin negotiations with the fourth highest scoring vendor, GC Services Limited Partnership, as one of three (3) contractors for this project. The results of negotiations will be presented to the Committee for approval.

Attachments: Recommendation Memo, Tabulation and Scoring Sheets, Rejection Letter

ANALYST: _____ **RESPECTFULLY SUBMITTED** _____
Annette Burney
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Allison Luker, Chief Financial & Administrative Officer, Clerk of the Circuit & County Courts

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

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Clerk of the Circuit & County Courts

DUVAL COUNTY
501 WEST ADAMS STREET
JACKSONVILLE, FLORIDA 32202
TELEPHONE: (904) 255-2084 FAX: (904)255-2160

April 5, 2019

04/08/19 11:23:42
Procurement Division

To: Gregory Pease
Chief of Procurement
Competitive Sealed Proposal Evaluation Committee

Thru: Allison Luker
Chief Financial and Administrative Officer

From: Angel Van Sickle
Manager to the Clerk

Subject: Recommends rejection of proposal by Penn Credit Corporation
Requests to rescind negotiation award to Penn Credit Corporation
Negotiations to contract with GC Services Limited Partnership
ESC-0496-18 Debt Collection Services – Clerk of the Circuit and County Courts

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Based on attached documentation, the clerk's office concurs with procurement's opinion and recommends the proposal by Penn Credit Corporation be rejected for noncompliance with Section 2.17 and 4.4 (1) of the RFP, and to rescind the negotiation award to Penn Credit Corporation.

With the above consideration, the clerk requests to move forward with approval to enter into negotiations with the next lowest responsive bidder, GC Services Limited Partnership.

Attachments: Letter provided by Penn Credit Corporation
Email; Subject: Notice of Investigation
ESC-0496-18 Scoring Matrix

PennCredit

2800 Commerce Drive • Harrisburg, PA 17110

Penn Credit first became aware of an investigation relating to Cook County (IL) Clerk Dorothy Brown in November 2015, when Penn Credit received a grand jury subpoena from the U.S. Attorney's office in Chicago requesting various records relating to our contracts with Cook County. The Chicago Tribune had been reporting for quite some time that Ms. Brown and her office had been the focus of a federal investigation.

Penn Credit fully cooperated with the government's request for records, documents and other evidence throughout the investigation, including in response to additional grand jury subpoenas.

In late February 2019, Penn Credit was advised by the U.S. Attorney in Chicago that an indictment of Donald Donagher and Penn Credit had been authorized, and the charges were announced on March 15, 2019.

Penn Credit proactively reached out to our clients to notify them of the indictment. In that regard, LeAnn Klinger notified the Duval Co. Clerk of the indictment on March 22nd.

The indictment hastened Don Donagher's planned retirement. He has resigned as CEO of the company and Thomas Foley was named as the new Chief Executive Officer of Penn Credit Corporation. Although taking place sooner than expected, this move has been part of our succession plan put in place several years ago. Mr. Foley previously served as Penn Credit's Chief Operating Officer and has been with the company in varying operational roles for the past 32 years.

More importantly, the core members of our senior management staff who together average well over 20 years with the company and are responsible for our continued performance are still intact and will remain so.

Penn Credit's attorneys have already issued a statement (attached) denying the charges and expressing their belief that Penn Credit will be vindicated. Because this legal matter is pending, our lawyers have advised that we should not make any further comments until the matter is resolved.

We want to assure you that Penn Credit will continue to serve you in the same professional manner we always have.

Again, we certainly understand your concern but wish to assure you we are moving forward and are highly confident this matter will not have any impact on Penn Credit's ability to service its contract now or at any time during its term.

We very much value your business and look forward to continuing to serve you in a highly productive and professional manner.

Phone 800-800-3328 • **Fax** 717-238-1370 • **www.penncredit.com**

D. Based on the evaluation results, Buyer shall electronically post a notice of intended award at Buyer's website. Please contact the Contact Person if you are uncertain of Buyer's website address or if you experience problems accessing it. Any person who is adversely affected by the decision shall file with Buyer a notice of protest in accordance with the Protest provisions of the RFP. Buyer does not intend to provide tabulations or notices of award by telephone.

2.7 Terms of Agreement. After award to the successful Contractor, Buyer and Contractor will promptly enter into a written agreement (the "Contract") incorporating the terms of the RFP, the successful Response, and other terms and conditions as may be agreed to between the parties. To the extent the Response contains exceptions to or modifications of the RFP, such exceptions or modifications are stricken unless Buyer affirmatively accepts the exceptions or modifications in the Contract. The Contract will be substantially in the form set forth in an attachment to the RFP. Buyer will not be obligated to pay Contractor for the RFP services until the Contract is signed by both parties. Buyer retains the right to reject all bids and/or amend its notice of award at any time prior to the full execution of the Contract.

If the successful Contractor fails to perform the Services as agreed, Buyer reserves the right to (i) issue a new solicitation for the Services; (ii) reopen the RFP for the purpose of awarding a second contract to another Contractor in accordance with the criteria and processes set forth herein; and/or (iii) take such other actions permitted by law.

2.8 Public Meetings and Special Accommodations. Any meetings of the RFP evaluation committee (i.e., the Competitive Sealed Proposal Evaluation Committee), shall be noticed on Buyer's website and shall comply with Florida's Open Meetings Laws. Please contact the Contact Person if you are uncertain of Buyer's website address or if you experience problems accessing it. Persons requiring a special accommodation because of a disability should contact the Contact Person identified in Section 1 at least forty-eight (48) hours prior to the meeting.

2.9 Ex-Parte Communications. Communications regarding the RFP by a potential vendor, service provider, bidder, lobbyist or consultant to city employees, staff, or hired consultants are prohibited. This prohibition includes communications with the Buyer's Office of General Counsel unless the Contact Person has authorized those communications in advance. Violations may result in the rejection/disqualification of a Response.

These prohibitions on ex-parte communications do not apply to the following:

- communications regarding the RFP to the Chief of the Procurement Division or the Contact Person, provided the communication is limited strictly to matters of process or procedure already contained in the RFP.
- communications with the city employee responsible for administering the Jacksonville Small Emerging Business Program, provided the communication is limited strictly to matters of programmatic process or procedures.
- communications at any pre-bid conferences.
- communications with the Office of Inspector General and his/her staff regarding any perceived inefficiency, misconduct or abuse by City employees.
- presentations before publicly noticed committee meetings.
- contract negotiations during any duly noticed public meeting.
- any duly noticed site visits to determine competency of bidders during the period between bid opening and issuance of the Chief of Procurement Division's written recommendation.

SECTION 4

DESCRIPTION OF SERVICES AND DELIVERABLES

4.1 Background

The Clerk processes various types of cases that contain fines and fees assessed that may require collection due to delinquency. Delinquency occurs when case fees or fines are unpaid for more than ninety (90) days. Contracting with a collection agent to collect delinquent fines and fees will elevate compliance of cases and court orders.

a. Contractor shall provide debt collection services for case fees or fines that are unpaid for more than ninety (90) days.

b. The Clerk will provide the Contractor with delinquent cases for collection including:
   1. Traffic (Non – Criminal)
   2. Traffic (Criminal)
   3. Misdemeanor
   4. Felony
   5. Any Future case type deemed for collection

4.2 History / Delinquent Cases*

Court Type Description	Average Monthly Amount Sent to Collections	Total Sent FY 2017-2018 (October 2017-February 2018)	Outstanding Amount In Collections	Number of Cases In Collections
Criminal Traffic	$ 309,453.45	$ 1,547,267.25	$ 27,066,051.19	66,436
Felony	$ 1,092,467.95	$ 5,462,339.75	$ 49,826,722.36	37,331
Misdemeanor	$ 269,689.66	$ 1,348,448.31	$ 33,767,322.48	90,949
Municipal Ordinance	$ 1,922.70	$ 9,613.50	$ 1,034,719.16	4,930
Traffic Infractions	$ 433,686.78	$ 2,168,433.90	$ 25,465,024.21	184,833
Total	**$ 2,107,220.54**	**$ 10,536,102.71**	**$ 137,159,839.40**	**384,479**
*As of Feb 21, 2018				

4.3 Cost of Collection Services

Compensation for the collection services is on a contingent basis. No fee will be paid on accounts that are not collected. The Contractor shall keep, in its entirety, the collection fee added to all fines and fees furnished to the Contractor for collection as payment. The current collection fee in Florida State Statute, Chapter 938, is a not to exceed 40% collection fee.

4.4 Contractor Qualifications

1. Contractor must provide information on any municipal, county, state or federal investigation, lawsuit, bankruptcy claim, or challenge as to the Contractor's owners, partners, or corporate officers during the past three (3) years that might have a material impact on the Contractor's ability to function as a debt collector, or have an impact on said owners, partners, or corporate officer including but not limited to civil or criminal penalties.

2. Contractor must have the ability and resources for collecting in the State of Florida, as well as out-of-state collections. Contractor must possess or obtain, prior to award and maintain at the

ONE CITY. ONE JACKSONVILLE.

City of Jacksonville, Florida

Lenny Curry, Mayor

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

April 8, 2019

2800 Commerce Dr.
Harrisburg, PA 17110

NOTIFICATION OF FORMAL BID REJECTION

BIDDER'S NAME: Penn Credit

CONTACT NAME: Thomas Foley

BID NUMBER: ESC-0496-18

NAME OF BID: Debt Collection Services

DATE OPENED: August 8, 2018

REASON FOR REJECTION: The City of Jacksonville's (COJ) Procurement Division was informed of an ongoing Federal Investigation that involved Penn Credit Corporation. An email was sent Tuesday, April 2, 2019 10:38 AM by COJ Procurement Division to verify the exact time and date that Penn Credit became aware it was under investigation. After careful review of the written response received Thu 4/4/2019 11:49 AM from Penn Credit's Chief Executive Officer, Mr. Thomas Foley, stating that Penn Credit first became aware it was under investigation in November of 2015. This said, it is determined by the City that Penn Credit's response to ESC-0496-18 is noncompliant according to their false acknowledgement of Section 2.17, "Contractor Representation" and Section 4.4, "Contractor Qualifications" of the solicitation. Because of this, the Using Agency is recommending rejection.

IF YOU WISH TO PROTEST THE RECOMMENDED REJECTION OF THIS BID, PLEASE RESPOND IN ACCORDANCE WITH THE CITY OF JACKSONVILLE BID PROTEST PROCEDURES. DIRECT ALL PROTEST TO THE RESPECTIVE ANALYST/BUYER, FACSIMILE NUMBER (904) 255-8837.

BUYER'S SIGNATURE: _____
Annette L. Burney

Leslie-Burney, Annette

From: Leslie-Burney, Annette
Sent: Monday, April 08, 2019 5:07 PM
To: 'Donagher, Rhett'
Cc: 'tom.foley@penncredit.com'; Freeman, Dustin
Subject: Rejection Notice - ESC-0496-18 Debt Collection Services
Attachments: REJECTION NOTICE.pdf

Rhett, please find the attached rejection notice for the Debt Collection Services RFP.

Thank you,

Annette L. Burney
Purchasing Analyst
Procurement Division
Finance and Administration Department
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
Ph.: 904-255-8810
Fax: 904-360-8527
Email: aburney@coj.net

*** Privacy Act: This communication may contain privileged or other official city information. If you are not the intended recipient or believe that you have received this communication in error, please reply to the sender indicating that fact and delete the copy you received. It is a violation of Federal Law to print, copy, retransmit, disseminate, or otherwise use this information.

-----Original Message-----
From: P0697@coj.net [mailto:P0697@coj.net]
Sent: Monday, April 08, 2019 5:00 PM
To: Leslie-Burney, Annette
Subject: REJECTION NOTICE

Please open the attached document. It was scanned and sent to you using a Xerox Multifunction Printer.

Attachment File Type: pdf, Multi-Page

Multifunction Printer Location: Ed Ball 8th Floor
Device Name: P0697

For more information on Xerox products and solutions, please visit http://www.xerox.com

Respondent	Proposal Evaluation Score (100 Max Pts.	Demonstration Evaluation Score* (50 Max Pts.)	Total Combined Score (150 Max Pts.)	Final Rank
Linebarger Goggan Blair & Sampson	87.80	38.00	125.80	1
Penn Credit	86.60	37.60	124.20	2
Harris & Harris	81.60	42.00	123.60	3
GC Services Limited Partnership	83.60	37.80	121.40	4
Alliance One	80.80	35.40	116.20	5
Perdue, Brandon, Fielder, Collins, & Mott	75.60	0.00	75.60	6
Transworld System, Inc	74.40	0.00	74.40	7
MSB Government Services	72.30	0.00	72.30	8

*Per RFP, only top 5 selected for demonstration

DEBT COLLECTION SERVICES

ESC-0496-18

Total Points	25 Points	25 Points	5 Points	10 Points	10 Points	25 Points	OVERALL	Rank
Criteria	Qualifications & Background	Organizational Structure	Price Structure	Legal & Financial	Technology	Collection Process	Total Points (100 max)	
Linebarger Goggan Blair & Sampson								
Jennifer Spinelli	25.00	24.00	4.00	10.00	8.00	24.00	95.00	
Angel Brown	24.00	22.00	4.00	9.00	8.00	23.00	90.00	
Jennifer Douglas	21.00	21.00	4.00	10.00	9.00	20.00	85.00	1
Gerald Cates	25.00	19.00	5.00	9.00	7.00	12.00	77.00	
Sheri Pristupa	24.00	24.00	5.00	9.00	7.00	23.00	92.00	
Average	23.80	22.00	4.40	9.40	7.80	20.40	**87.80**	
Penn Credit								
Jennifer Spinelli	25.00	24.00	3.00	9.00	8.00	24.00	93.00	
Angel Brown	23.00	22.00	3.00	10.00	7.00	20.00	85.00	
Jennifer Douglas	20.00	21.00	4.00	10.00	9.00	22.00	86.00	2
Gerald Cates	25.00	25.00	3.00	9.00	6.00	22.00	90.00	
Sheri Pristupa	21.00	19.00	4.00	9.00	6.00	20.00	79.00	
Average	22.80	22.20	3.40	9.40	7.20	21.60	**86.60**	
Alliance One								
Jennifer Spinelli	20.00	20.00	3.00	10.00	8.00	23.00	84.00	
Angel Brown	18.00	11.00	3.00	7.00	7.00	21.00	67.00	
Jennifer Douglas	19.00	22.00	3.00	10.00	9.00	21.00	84.00	5
Gerald Cates	25.00	16.00	4.00	7.00	7.00	25.00	84.00	
Sheri Pristupa	22.00	21.00	3.00	9.00	8.00	22.00	85.00	
Average	20.80	18.00	3.20	8.60	7.80	22.40	**80.80**	
Harris & Harris								
Jennifer Spinelli	20.00	25.00	3.00	10.00	8.00	24.00	90.00	
Angel Brown	19.00	23.00	3.00	8.00	8.00	22.00	83.00	
Jennifer Douglas	15.00	21.00	2.00	10.00	9.00	20.00	77.00	4
Gerald Cates	16.00	18.00	4.00	10.00	9.00	15.00	72.00	
Sheri Pristupa	23.00	22.00	3.00	9.00	9.00	20.00	86.00	
Average	18.60	21.80	3.00	9.40	8.60	20.20	**81.60**	

GC Services Limited Partnership								
Jennifer Spinelli	20.00	25.00	2.00	10.00	8.00	25.00	90.00	
Angel Brown	19.00	21.00	2.00	8.00	8.00	19.00	77.00	
Jennifer Douglas	16.00	20.00	1.00	10.00	9.00	19.00	75.00	3
Gerald Cates	16.00	25.00	3.00	9.00	10.00	22.00	85.00	
Sheri Pristupa	24.00	24.00	3.00	9.00	7.00	24.00	91.00	
Average	19.00	23.00	2.20	9.20	8.40	21.80	**83.60**	
MSB Government Services								
Jennifer Spinelli	15.00	18.00	3.50	5.00	7.00	21.00	69.50	
Angel Brown	19.00	19.00	2.00	5.00	4.00	17.00	66.00	
Jennifer Douglas	17.00	19.00	4.00	10.00	9.00	18.00	77.00	8
Gerald Cates	20.00	9.00	5.00	9.00	4.00	22.00	69.00	
Sheri Pristupa	21.00	20.00	3.00	8.00	8.00	20.00	80.00	
Average	18.40	17.00	3.50	7.40	6.40	19.60	**72.30**	
Perdue, Brandon, Fielder, Collins, & Mott								
Jennifer Spinelli	18.00	22.00	3.00	6.00	8.00	23.00	80.00	
Angel Brown	17.00	21.00	3.00	8.00	9.00	22.00	80.00	
Jennifer Douglas	19.00	21.00	3.00	10.00	10.00	22.00	85.00	6
Gerald Cates	15.00	19.00	3.00	10.00	9.00	14.00	70.00	
Sheri Pristupa	15.00	15.00	3.00	5.00	7.00	18.00	63.00	
Average	16.80	19.60	3.00	7.80	8.60	19.80	**75.60**	
Transworld System, Inc								
Jennifer Spinelli	23.00	22.00	5.00	2.00	9.00	23.00	84.00	
Angel Brown	21.00	22.00	3.00	4.00	8.00	22.00	80.00	
Jennifer Douglas	16.00	20.00	3.00	10.00	9.00	19.00	77.00	7
Gerald Cates	18.00	9.00	4.00	6.00	10.00	12.00	59.00	
Sheri Pristupa	18.00	15.00	4.00	8.00	7.00	20.00	72.00	
Average	19.20	17.60	3.80	6.00	8.60	19.20	**74.40**	

Linebarger Goggan Blair & Sampson	87.80	1
Penn Credit	86.60	2
GC Services Limited Partnership	83.60	3
Harris & Harris	81.60	4
Alliance One	80.80	5
MSB Government Services	72.30	8
Perdue, Brandon, Fielder, Collins, & Mott	75.60	6
Transworld System, Inc	74.40	7

DEMONSTRATIONS - DEBT COLLECTION SERVICES

ESC-0496-18

Total Points	10 Points	10 Points	10 Points	10 Points	10 Points	OVERALL	Rank
Criteria	Presenter	Presenting Best Practices/Collection Methods	Timeliness & Flexibility	Document Management	Reports	Total Points (100 max)	
Linebarger Goggan Blair & Sampson							
Jennifer Spinelli	7.00	7.00	9.00	8.00	9.00	40.00	
Angel Brown	6.00	7.00	8.00	8.00	7.00	36.00	
Jennifer Douglas	5.00	7.00	7.00	6.00	6.00	31.00	2
Gerald Cates	9.00	8.00	9.00	8.00	8.00	42.00	
Sheri Pristupa	8.00	9.00	8.00	8.00	8.00	41.00	
Average	7.00	7.60	8.20	7.60	7.60	**38.00**	
Penn Credit							
Jennifer Spinelli	8.00	8.00	8.00	8.00	9.00	41.00	
Angel Brown	8.00	9.00	9.00	9.00	7.00	42.00	
Jennifer Douglas	2.00	8.00	7.00	5.00	6.00	28.00	4
Gerald Cates	6.00	9.00	7.00	7.00	7.00	36.00	
Sheri Pristupa	7.00	9.00	8.00	8.00	9.00	41.00	
Average	6.20	8.60	7.80	7.40	7.60	**37.60**	
Alliance One							

Jennifer Spinelli	9.00	10.00	8.00	9.00	10.00	46.00	
Angel Brown	7.00	9.00	7.00	9.00	7.00	39.00	
Jennifer Douglas	8.00	8.00	5.00	5.00	5.00	31.00	5
Gerald Cates	6.00	4.00	5.00	5.00	3.00	23.00	
Sheri Pristupa	7.00	9.00	7.00	7.00	8.00	38.00	
Average	7.40	8.00	6.40	7.00	6.60	**35.40**	
Harris & Harris							
Jennifer Spinelli	10.00	10.00	9.00	10.00	10.00	49.00	
Angel Brown	8.00	8.00	9.00	9.00	9.00	43.00	
Jennifer Douglas	10.00	8.00	7.00	5.00	6.00	36.00	1
Gerald Cates	9.00	10.00	7.00	8.00	7.00	41.00	
Sheri Pristupa	10.00	8.00	10.00	8.00	9.00	45.00	
Average	9.40	8.80	8.40	8.00	8.20	**42.80**	
GC Services Limited Partnership							
Jennifer Spinelli	9.00	9.00	8.00	10.00	10.00	46.00	
Angel Brown	8.00	9.00	8.00	8.00	8.00	41.00	
Jennifer Douglas	6.00	8.00	6.00	5.00	5.00	30.00	3
Gerald Cates	7.00	7.00	5.00	7.00	6.00	32.00	
Sheri Pristupa	8.00	8.00	8.00	8.00	8.00	40.00	
Average	7.60	8.20	7.00	7.60	7.40	**37.80**	

SUBJECT: Debt Collection Services for the Duval County Clerk of the Circuit and County Courts

BID #: ESC-0496-18 **OPEN DATE: 8/8/18**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – Three (3) years from date of contract execution with three (3) one (1) year renewal options

AGENCY: Clerk of the Courts

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 5 **NUMBER RECEIVED: 10** **OTHER: 2**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to reject Automated Collections Services, Inc. and Court Collections Bureau, Inc. for failure to meet the minimum requirements. Recommend approval to move forward with demonstrations and interviews with the five (5) highest scoring bidders listed below in accordance with Section 2.5 of the RFP.

Linebarger Goggan Blair & Sampson	**87.80**	**1**
Penn Credit	**86.60**	**2**
GC Services Limited Partnership	**83.60**	**3**
Harris & Harris	**81.60**	**4**
Alliance One	**80.80**	**5**
MSB Government Services	72.30	8
Perdue, Brandon, Fielder, Collins, & Mott	75.60	6
Transworld System, Inc.	74.40	7

Attachments: Recommendation Memo, Tabulation and Scoring Sheets, Rejection Letters and Evaluation Criteria

ANALYST: _____ Annette Burney **RESPECTFULLY SUBMITTED** _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Allison Luker, Chief Financial & Administrative Officer, Clerk of the Circuit & County Courts

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 9/27/18

_____ OTHER: _____

_____

_____

_____

_____

ACTION OF AWARDING AUTHORITY DATE 9/27/18

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

SUBJECT: Debt Collection Services for the Duval County Clerk of the Circuit and County Courts

BID #: ESC-0496-18 **OPEN DATE: 8/8/18**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Service Contract – Three (3) years from date of contract execution with three (3) one (1) year renewal options

AGENCY: Clerk of the Courts

BASIS OF AWARD: Highest Scoring Bidder Based on Evaluation Criteria

NUMBER OF BIDS INVITED: 5 NUMBER RECEIVED: 10 OTHER: 2

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Demonstrations and oral interviews conducted with the top five (5) vendors were completed November 9, 2018. Recommend approval to enter into negotiations with the three (3) highest scoring bidders: Linebarger, Goggan, Blair & Sampson, Penn Credit and Harris & Harris. The results will be documented and presented to the CSPEC Committee for approval.

Linebarger, Goggan, Blair & Sampson	125.80	1
Penn Credit Corporation	124.20	2
Harris & Harris Ltd.	123.60	3

Attachments: Recommendation Memo, Scoring Sheets, and Evaluation Criteria

ANALYST: _____ Annette Burney **RESPECTFULLY SUBMITTED** _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Allison Luker, Chief Financial & Administrative Officer, Clerk of the Circuit & County Courts

---

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 1/24/19

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 1/24/19

MR APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____ Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of
Executive Order No. 2015-05