



Information and General Services Department

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NEVADA COUNTY BOARD OF SUPERVISORS Board Agenda Memo

MEETING DATE: August 23, 2022

TO: Board of Supervisors

FROM: Steve Monaghan, Chief Information Officer

SUBJECT: Resolution approving and authorizing execution of a Professional Services Contract between the County of Nevada and Professional Credit, for countywide debt collection services for various County accounts for the period July 1, 2022 through June 30, 2023 and the option to renew the Contract for up to two (2) additional one (1) year periods.

RECOMMENDATION: Adopt the Resolution

FUNDING: Fees for service are commission based, either on contracted fee schedules and/or a percentage of total amount collected, whichever is in the best interest of the County or required by law. There is no fiscal impact to the General Fund.

BACKGROUND:

Over the past several years, the Health and Human Services Agency has supported and operated a debt collection division to collect debts from issued parking tickets, code enforcement violations, health and human services repayments, victim restitution, and a variety of other types of debt. The accounts collected for include Code Enforcement, Health and Human Services, Library, Airport, Risk Management, Conservatorship, District Attorney- Victim Restitution, Parking Citations, Sheriff Medical Costs, and Superior Court Fines and Fees (as needed).

The Health and Human Services Agency in partnership with the CEO continues to evaluate alternative service delivery models to increase efficiency, reduce cost, and address staff retirements. The Agency enlisted the Purchasing Division to assist in the development of RFP No. 149465 for Countywide Debt Collection Services. The RFP was posted on the County's ePurchasing website inviting interested vendors to participate in responding to the solicitation. Notifications were emailed to over four hundred fifty firms. Thirty-five firms accessed the documents and proposals were received from eight firms.

An evaluation panel comprised of County staff from the Community Development Agency, Health and Human Services Agency, and the Information and General Services Department evaluated and conducted interviews in accordance to the criteria published in the RFP. Professional Credit of Vancouver, WA was determined to be the most qualified and top ranked firm for these services.

Therefore, your Board's approval is required to ratify the panel's recommendation to award a contract to Professional Credit of Vancouver, WA. For an initial term beginning July 1, 2022 through June 30, 2023. In addition, your approval is required to authorize future renewals of the Contract up to two (2) additional one (1) year terms so long as the Contract collection fees do not exceed a five percent increase.

Item Initiated by: Desiree Belding
Approved by: Steve Monaghan
Submittal Date: June 8, 2022