



## **CITY COUNCIL COMMUNICATION**

October 22, 2013

**SUBJECT:** Utility Billing and Municipal Court Collection Services

**SUBMITTED BY:** Chris D. Barker, Assistant City Manager

**REFERENCE NO:** RFP No. 011-13

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### **ACTION REQUESTED:**

Consider award of RFP No. 011-13, for Utility Billing and Municipal Court Collection Services to American Municipal Services, 3724 Old Denton Road, Carrollton, Texas 75007 and authorize the City Manager to negotiate and execute a contract.

### **ALTERNATIVES:**

- Table the request
- Deny the request

### **SUMMARY OF SUBJECT:**

The City recently solicited proposals for Utility Billing and Municipal Court collection services. The City desires to contract with one company to collect delinquent utility accounts and municipal court fines that are past due and/or in warrant status. Responses were received from three (3) vendors, Credit Management, LP, Linebarger Goggan Blair and Sampson, LLP, and American Municipal Services.

After review of qualifications, staff recommends American Municipal Services (AMS) based on the evaluation factors as outlined in RFP No. 011-13.

The initial contract is intended to be for a three (3) year period commencing on November 1, 2013. The City shall have the option to extend the term of the contract for three (3) additional one-year periods. Thereafter, this agreement shall automatically renew for successive periods of one (1) year each under the terms and conditions stated herein, unless either party gives prior notice of termination.

