



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Treasurer-Tax Collector



Date: October 16, 2013
Board Meeting Date: November 19, 2013
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Sandie Arnott, Treasurer-Tax Collector
Girdie Bernard, Revenue Services Division Manager

Subject: Agreement with Rash Curtis & Associates/Professional Recovery Systems, Inc.

RECOMMENDATION:

Adopt a Resolution authorizing an agreement with Rash Curtis & Associates/Professional Recovery Systems, Inc. to provide secondary collection services of selected accounts, for the term of December 7, 2013 through December 6, 2016, in an amount not to exceed \$375,000.

BACKGROUND:

The Revenue Services Division is responsible for collecting monies for services rendered or for fines against persons with outstanding debts to the County. Typical collection accounts include court fines, medical and clinic services, welfare over-payments and private defender fees. As part of the County's collection efforts, the division refers accounts to external collection agencies when County collection efforts have been exhausted. External collectors have access to information databases for locating debtors that the County does not have. In this way, the County assures that all practical efforts at collection have been pursued.

DISCUSSION:

In September 2013, the County solicited proposals from firms to perform second level collections services. Fourteen request for proposals were distributed, four firms submitted proposals and all were reviewed. Rash Curtis & Associates/Professional Recovery Systems, Inc. was selected for several reasons:

- 1) Their commission rate of 18% for regular collection accounts and 30% for legal accounts is comparable to the other agencies with experience collecting similar accounts.
- 2) They currently provide collection services for another County hospital (Contra Costa Regional Medical Center).

3) Their recovery rate is competitive with other agencies that were part of the RFP process.

In the contract between Rash Curtis & Associates/Professional Recovery Systems, Inc. and San Mateo County, the commission rate for all accounts except legal accounts will be 18%. The commission rate for legal accounts will be 30%. A non-legal account is one for which we have not initiated legal action against the defendant such as filing in small claims court. A legal account is one for which we have initiated such legal proceedings.

County Counsel has reviewed and approved the Resolution and Agreement as to form.

Approval of this Resolution will contribute to the Shared Vision 2025 outcome of a Collaborative Community as our leaders forge partnerships, promote regional solutions, with informed and engaged residents, and approach issues with fiscal accountability and concern for future impacts.

PERFORMANCE MEASURE:

Measure	2014 Projected	2015 Projected	2016 Projected
Dollars Collected	\$325,000	\$375,000	\$425,000

FISCAL IMPACT:

The amount of the contract will be based on the amount of revenue collected by Rash Curtis & Associates/Professional Recovery Systems, Inc. and will range from 18% for non-legal accounts to 30% for legal accounts.

The amount of the contract will not exceed \$125,000 per fiscal year. The cost of the contract for the three year term is fully offset with revenue collected and there is no Net County Cost associated with this contract. Appropriation for the first year of this contract has been included in the FY 2013-14 budget. The remaining contract amount and offsetting revenues will be included in the FY 2014-15 and FY 2015-16 budgets.

Request for Proposals – Matrix

1	Where was the RFP advertised?	San Mateo County Times Thursday, September 12, 2013 San Mateo County Procurement Website
2	In addition to any advertisement, list others to whom the RFP announcement was sent:	N/A
3	State the total number of RFP's sent to prospective proposers:	14
4	How many proposals did you receive?	4
5	List in alphabetical order the names of the proposers (or finalists, if applicable) and the location:	Accelerated Recovery Services PO Box 2368 Redwood City, CA 94064 Alliance One 8589 Aero Drive San Diego, CA 92123 California Service Bureau 9 Commercial Blvd #201 Novato, CA 94949 Client Services, Inc 3451 Harry S. Truman Blvd St. Charles, MO 63301

		<p>The CMI Group 4200 International Parkway Carrollton, TX 75007</p> <p>Collection Bureau of America 25954 Eden Landing Rd Hayward, CA 94545</p> <p>Financial Credit Network, Inc 1300 W. Main Street Visalia, CA</p> <p>J & L Collection Services, Inc 651 N. Cherokee Lane – Ste B2 Lodi, CA 95240</p> <p>Law Firm of Linebarger Goggan Blair & Sampson 2700 Via Fortuna – Ste 400 Austin, TX 78746</p> <p>Marigold Financial 3637 9th Street Riverside, CA 92501</p> <p>Net Gain Marketing, Inc PO Box 353 Collingswood, NJ 8108</p> <p>Progressive Financial Service 516 N. Production street – Ste 100 Aberdeen, SD 57401</p> <p>Rash Curtis & Associates 190 S. orchard Ave – Ste A-200 Vacaville, CA 95688</p> <p>States Recovery Systems, Inc PO Box 2860 Rancho Cordova, CA 95741</p>
--	--	---