



**CITY OF FORT LAUDERDALE
City Commission Agenda Memo
REGULAR MEETING**

#14-1263

TO: Honorable Mayor & Members of the
Fort Lauderdale City Commission

FROM: Lee R. Feldman, ICMA-CM, City Manager

DATE: November 4, 2014

TITLE: Delinquent Account Collection Services Contract– \$103,500 estimated
annual cost

Recommendation

It is recommended that the City Commission award a thirty-nine month contract (enclosed agreements) for delinquent account collection services to NCSPlus Incorporated in the estimated annual amount of \$103,500.

Background

The City uses a delinquent account collection vendor for the collection of delinquent accounts for unpaid utility bills, alarm response fees, fire inspection service fees, unpaid code violations, miscellaneous accounts receivables and returned checks.

NCSPlus will provide the following services on all delinquent accounts submitted for collections:

- Letters
- Phone calls
- Optional thank you letters for payment received
- Credit reporting to the major credit bureaus

All payments will be made directly to the City with remittance payments to NCSPlus based on a fixed fee pricing schedule (see below):

Account Quantity	Fixed Fee per Account
100	\$18.00
250	\$14.40
500	\$12.60
1,000	\$11.70
2,000	\$11.25
5,000	\$10.80
10,000	\$10.35
25,000	\$ 9.90

Pursuant to Section 2-181(7) of the Code of Ordinances, this purchase will be made in accordance with Pasco County Contract 09-154 from NCSPlus Incorporated in the estimated amount of \$103,500.

Resource Impact

There will be a fiscal impact to the City in the estimated annual amount of \$103,500. Purchases are made on an as-needed basis and charged to individual budgets per available funds and in accordance with unit pricing.

Funds available as of October 16, 2014					
ACCOUNT NUMBER	INDEX NAME (PROGRAM)	OBJECT CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Object Code)	AVAILABLE BALANCE (Object Code)	PURCHASE AMOUNT
001-FIR010402-3299	FIRE SAFETY INSPECTIONS	SERVICES & MATERIALS/ OTHER SERVICES	\$35,536	\$35,536	\$10,350
001-FIR030101-3299	FIRE-RESCUE SUPPORT	SERVICES & MATERIALS/ OTHER SERVICES	2,851,323	2,851,323	\$41,607
001-POL020210-3299	BACKGROUND INVESTIGATIONS	SERVICES & MATERIALS/ OTHER SERVICES	54,200	54,200	\$12,420
001-POL030501-3299	RED LIGHT CAMERA ENFORCEMENT	SERVICES & MATERIALS/ OTHER SERVICES	1,969,094	1,969,094	\$5,175
450-FIN100101-3299	UTILITY BILLING AND COLLECTIONS	SERVICES & MATERIALS/ OTHER SERVICES	632,677	632,677	\$12,937.50
140-DSD040101-3299	COMMUNITY INSPECTIONS	SERVICES & MATERIALS/ OTHER SERVICES	199,372	199,372	\$13,248
001-FIN040101-3299	TREASURY ACCOUNTS RECEIVABLE	SERVICES & MATERIALS/ OTHER SERVICES	632,915	632,915	\$7,762.50
PURCHASE TOTAL ►					\$103,500

Strategic Connections:

This item is a *Press Play Fort Lauderdale Strategic Plan 2018* initiative, included within the Internal Support Cylinder of Excellence, specifically advancing:

- Goal 12: Be a leading government organization, managing resources wisely and sustainably.
- Objective 1: Ensure sound fiscal management

This item advances the *Fast Forward Fort Lauderdale Vision Plan 2035: We are United*.

Attachments

Exhibit 1 – Agreement

Exhibit 2 – Business Associate Agreement

Prepared by: Richard Ewell, Procurement Specialist II
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Department Director: Kirk W. Buffington, Finance