

Finance Committee

DEPARTMENT: Legal Services
FROM: Matt Ribitzki, Deputy City Attorney
MEETING: December 17, 2025

SUBJECT:

Receive a report, hold a discussion, and provide recommendations on the selection of a firm to provide delinquent property tax collection services. *(Staff Contact: Matt Ribitzki, Deputy City Attorney)*

STRATEGIC PRIORITY AND GOAL(S):

Strategic Focus Area 1	Strategic Goal
 <p>High Performing City Organization Providing Exceptional, People Focused Services</p>	1.2 Continue to improve the efficiency and productivity of operations

SUMMARY:

The City of Burleson has contracted with Perdue Brandon Fielder Collins & Mott, LLP for delinquent property tax collection services since 1989. At the direction of the City Manager's Office, the Legal Department, alongside the Purchasing Division initiated a competitive process to assess the market and confirm the City continues to receive best value for these services.

Two highly qualified firms—Linebarger Goggan Blair & Sampson, LLP and Perdue Brandon Fielder Collins & Mott, LLP—submitted proposals. Both firms have extensive experience providing delinquent tax collection services to cities across Texas, with strong references and proven collection performance. Because the evaluation results were exceptionally close and both firms are capable of providing effective services, staff is seeking Council direction on next steps regarding vendor selection.

PROCUREMENT METHOD:

The contract potentially resulting from this recommendation was procured through a Request for Qualifications in accordance with Texas Local Government Code Chapter 252. Solicitation No. RFQ 2025-002 was advertised on August 17 and August 24, 2025, and posted on the City's electronic bidding platform, Bonfire, from August 17 to September 11, 2025. The opportunity was distributed to 131 vendors across 7 applicable commodity codes, and the City received 2 responses. Proposals were evaluated in accordance with the published criteria, and because the overall scoring was exceptionally close, staff is seeking Council direction on next steps for vendor selection.

RECOMMENDATION:

Staff requests this committee provide a recommendation for Council consideration regarding the selection of a firm to provide delinquent property tax collection services.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

N/A

REFERENCE:

N/A

FISCAL IMPACT:

N/A

STAFF CONTACT:

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