

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Contract Extension for Debt Collection Services (Annual Contract) – RFB No. 18-0007
INITIATED BY:	Finance Department

It is requested that Council approve the extension of the annual contract with Automated Collection Services, Inc. (Nashville, TN) for Debt Collection Services on an “as needed” basis. The contract extension will be for a period of six (6) months, beginning January 1, 2024, through June 30, 2024.

The Revenue Division requires the services to maximize collections of delinquent accounts, which include, but are not limited to, landfill collections, parking, false alarms, ambulance, demolition liens, etc. Some City departments issue invoices/statements/tickets for services provided or for violations. These invoices or statements can be issued at the time of service or on a monthly basis; tickets are issued at the time of violation. Each department that issues the invoices/ticket is responsible for collecting the debt. After all internal efforts have been made, the contracted firm attempts to collect all debt possible with additional resources that are currently not available internally. This contract provides another layer of fiscal responsibility and increases the collection rate on delinquent accounts.

Per Resolution No. 115-18, dated June March 27, 2018, Council authorized the execution of a 5-year annual contract with Automated Collections Services, Inc. The contract expired on April 17, 2023. However, in accordance with Article 3-109 (Annual Contracts: Price Agreement and Service Contracts) of the Procurement Ordinance, and at the request of the Finance Department, the contract was extended for eight months, through December 31, 2023 to allow for the next RFP to be advertised and awarded. It has been determined that an additional six (6) months is necessary to complete the RFP process and award a new contract. However, the time requested will surpass the one-year period allowable for contract extensions under Article 3-109. Contract extensions beyond one year require Council approval.

Proceeds received form the contracted vendor will be deposited into the following Revenue Accounts: General Fund – EMS Collections: 0101-4506; Parking Management Fund – Parking Violations Tickets: 0752-4752; and General Fund – Government Wide Revenue: 0101-099-1999-9999. The contracted vendor will be paid a percentage of the proceeds, for collection services, as follows: General Fund - Finance – Revenue-Occupation Taxes – Revenue Collections – Contractual Services: 0101-200-2200-REVS-6319.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING EXTENSION OF AN ANNUAL CONTRACT WITH AUTOMATED COLLECTION SERVICES, INC. (NASHVILLE, TN) FOR DEPT COLLECTION SERVICES ON AN “AS NEEDED” BASIS. THE CONTRACT EXTENSION WILL BE FOR A PERIOD OF SIX (6) MONTHS, BEGINNING JANUARY 1, 2024, THROUGH JUNE 30, 2024.

WHEREAS, the Revenue Division requires the services to maximize collections of delinquent accounts, which include, but are not limited to, landfill collections, parking, false alarms, ambulance, demolition liens, etc. Some City departments issue invoices/statements/tickets for services provided or for violations. These invoices or statements can be issued at the time of service or on a monthly basis; tickets are issued at the time of violation. Each department that issues the invoices/ticket is responsible for collecting the debt. After all internal efforts have been made, the contracted firm attempts to collect all debt possible with additional resources that are currently not available internally. This contract provides another layer of fiscal responsibility and increases the collection rate on delinquent accounts; and,

WHEREAS, per Resolution No. 115-18, dated June March 27, 2018, Council authorized the execution of a 5-year annual contract with Automated Collections Services, Inc. The contract expired on April 17, 2023. However, in accordance with Article 3-109 (Annual Contracts: Price Agreement and Service Contracts) of the Procurement Ordinance, and at the request of the Finance Department, the contract was extended for eight months, through December 31, 2023 to allow for the next RFP to be advertised and awarded. It has been determined that an additional six (6) months is necessary to complete the RFP process and award a new contract. However, the time requested will surpass the one-year period allowable for contract extensions under Article 3-109. Contract extensions beyond one year require Council approval.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager is hereby authorized to extend the annual contract with Automated Collection Services, Inc. for Debt Collection Services on an “as needed” basis. The contract extension will be for a period of six (6) months, beginning January 1, 2024, through June 30, 2024. Proceeds received from the contracted vendor will be deposited into the following Revenue Accounts: General Fund – EMS Collections: 0101-4506; Parking Management Fund – Parking Violations Tickets: 0752-4752; and General Fund – Government Wide Revenue: 0101-099-1999-9999. The contracted vendor will be paid a percentage of the proceeds, for collection services, as follows: General Fund - Finance – Revenue-Occupation Taxes – Revenue Collections – Contractual Services: 0101-200-2200-REVS-6319.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the _____ day of _____, 2023 and adopted at said meeting by the affirmative vote of _____ members of said Council.

Councilor Allen voting _____.
Councilor Barnes voting _____.
Councilor Begley voting _____.

Councilor Cogle voting _____.
Councilor Crabb voting _____.
Councilor Davis voting _____.
Councilor Garrett voting _____.
Councilor Huff voting _____.
Councilor Thomas voting _____.
Councilor Tucker voting _____.

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor