

Purchasing Summary

EVENT # 4799	TITLE: Delinquent Tax Collection Services	COST: \$104,800.00
TYPE OF PROCUREMENT: RFP	ANNUAL CONTRACT <input checked="" type="checkbox"/> ANNUAL MAINTENANCE AGREEMENT <input type="checkbox"/>	ONE TIME PURCHASE <input type="checkbox"/>
CONTRACT TERM (IF APPLICABLE) February 24, 2022		
M/WBE (IF APPLICABLE) N/A		
MATRIX (IF APPLICABLE)		
NOTES		
<p>Recommend approval to renew an annual contract for the collection of delinquent property tax from Delinquent Tax Services, Inc. for up to \$104,800.00. This contract provides for the administration of the process used to issue property liens and conduct delinquent tax sales, which are necessary enforcement actions for the collection of property tax debt.</p> <p>The contractor performs the following professional services:</p> <ul style="list-style-type: none"> • Initial pursuit of delinquent taxes via standard collection notices • Secondary pursuit of delinquent taxes via filing of tax executions and all legally-required notices pertaining to such executions • Conduct thorough searches for bankruptcy filings and for all entities with an interest in the property in question • Prepare all legal notices, advertisements, and abstracts required throughout the levy process <p>The collection process will be cost neutral to the City with all costs for processing, materials, postage and services at the expense of the contractor. The costs will be recovered by a flat fee from the taxpayers when delinquent accounts are paid in full to the City. The flat fee is \$30.00 per collection with a balance of less than \$50.00 and \$55.00 per collection with a balance of more than \$50.00. For collections of accounts at the levy and tax sale status, fees will be \$185.00 (maximum) per collection.</p> <p>This contract was initially bid and awarded in July 2017. This is the third of four renewal options available.</p> <p>Delinquent Tax Services, Inc (Monroe, GA) ^(D)</p> <p>(D) Indicates non-local, non-DBE owned business.</p> <p><u>Recommend approval.</u></p>		