

	Fulton County Board of Commissioners Agenda Item Summary	BOC Meeting Date 10/15/2014
Requesting Agency Internal Audit		Commission Districts Affected All Districts
Requested Action <i>(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)</i> Request approval to renew existing contracts – Internal Audit, Bid# 11RFP05242011C-MT, Financial Collection Services a revenue generating contract with (A) Linebarger Goggan Blair & Sampson, LLP (Dallas, TX); (B) Gila d/b/a Municipal Services Bureau (Austin, TX); and, (C) Penn Credit Corporation (Harrisburg, PA) to provide financial collection services. This action exercises the third of three renewal options. No renewal options remain. Effective dates: January 1, 2015 through December 31, 2015.		
Requirement for Board Action <i>(Cite specific Board policy, statute or code requirement)</i> In accordance with Purchasing Code Section 102-394(6), the Purchasing Department shall present all renewal requests to the Board of Commissioners at least 90 days prior to the contract renewal date or 60 days if the contract term is six (6) months or less.		
Is this Item Goal Related? <i>(If yes, describe how this action meets the specific Board Focus Area or Goal)</i> No		
Is this a purchasing item? Yes		
Summary & Background	<i>(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)</i>	
<p>The Office of the County Auditor requests approval to renew the existing contract to provide financial collection services.</p> <p>A review of departments revealed that there is approximately \$2 to \$4 million in outstanding receivables owed to the County. The delinquent account receivables include amounts due to the County for code enforcement fines, health inspection services, traffic violations and other unpaid fees. Currently, the County does not have a centralized accounts receivable unit that performs this service. Departments are responsible for tracking and managing collections of their own receivables, which has proven to be an inefficient practice. This has resulted in aged receivables that have gone uncollected for several years. This contract will enable the County to make every effort to collect those amounts due to the County in a more timely and efficient manner. This is the first stage of a plan to create a centralized accounts receivable unit whose responsibility will be to perform the collection function on a regular basis.</p> <p>The amount of revenue this contract will produce is estimated at \$300,000 to \$400,000 based on a conservative estimate of a collection rate of approximately of 10% of amounts that are outstanding.</p>		

Agency Director Approval		County Manager's Approval
Typed Name and Title Felicia Strong-Whitaker, Interim Director	Phone (404) 612-5800	
Signature	Date	

The scope of work includes providing financial collection services to collect outstanding County accounts receivables. The delinquent account receivables may include special assessments, court fines, fees, enterprise fund account receivables and other County accounts as deemed necessary.

County Collected Revenue by Year:

CONTRACTOR	2012	2013	2014	Total
Gila dba MSB	\$27,367.47	\$13,541.18	\$2,556.76	\$43,465.41
Linebarger	\$29,371.00	\$28,963.49	\$18,716.50	\$77,050.99
Penn Credit	\$21,151.76	\$68,320.90	\$33,908.23	\$198,089.36

Linebarger Goggan Blair & Sampson

CURRENT CONTRACT HISTORY	BOC ITEM	DATE	DOLLAR AMOUNT
Original Award Amount	11-0774	9/7/2011	Revenue Generating
1st Renewal	12-1140	12/19/12	Revenue Generating
2 nd Renewal	13-0936	11/6/2013	Revenue Generating
3rd Renewal			Revenue Generating
Total Revised Amount			Revenue Generating

Gila dba Municipal Services Bureau

CURRENT CONTRACT HISTORY	BOC ITEM	DATE	DOLLAR AMOUNT
Original Award Amount	11-0774	9/7/2011	Revenue Generating
1st Renewal	12-1140	12/19/12	Revenue Generating
2 nd Renewal	13-0936	11/6/2013	Revenue Generating
3rd Renewal			Revenue Generating
Total Revised Amount			Revenue Generating

Penn Credit Corporation

CURRENT CONTRACT HISTORY	BOC ITEM	DATE	DOLLAR AMOUNT
Original Award Amount	11-0774	9/7/2011	Revenue Generating
1st Renewal	12-1140	12/19/12	Revenue Generating
2 nd Renewal	13-0936	11/6/2013	Revenue Generating
3rd Renewal			Revenue Generating
Total Revised Amount			Revenue Generating

Contract Compliance Information

(Provide Contractor and Subcontractor details.)

(A)

Contract Value: REVENUE GENERATING
Prime Vendor: Linebarger Goggan Blair & Sampson, LLP
Prime Status: Non-Minority
Location: Austin, TX
County: Travis County
Prime Value: REVENUE GENERATING

Subcontractor: Dove Mailing, Inc.
Subcontractor Status: African American Male Business Enterprise Non-Certified
Location: Atlanta, GA
County: Fulton County
Contract Value: REVENUE GENERATING

Subcontractor: GovLink, Inc.
Subcontractor Status: African American Male Business Enterprise Certified
Location: Atlanta, GA
County: Fulton County
Contract Value: REVENUE GENERATING

Total Contract Value: REVENUE GENERATING
Total M/FBE Value: REVENUE GENERATING

(B)
Contract Value: REVENUE GENERATING
Prime Vendor: *Gila LLC d/b/a Municipal Services Bureau*
Prime Status: *Non-Minority*
Location: Austin, TX
County: Travis County
Prime Value: REVENUE GENERATING
Subcontractor: None

Total Contract Value: REVENUE GENERATING
Total M/FBE Value: -0-

(C)
Contract Value: REVENUE GENERATING
Prime Vendor: *Penn Credit Corporation*
Prime Status: *Non-Minority*
Location: Harrisburg, PA
County: Dauphin County
Prime Value: REVENUE GENERATING

Subcontractor: Griffin & Strong, PC
Subcontractor Status: African American Male Business Enterprise Certified
Location: Atlanta, GA
County: Fulton County
Contract Value: REVENUE GENERATING

Total Contract Value: REVENUE GENERATING
Total M/FBE Value: REVENUE GENERATING

Contractor Type	Contractor Status	Contractor Name	Address	City	State	Zip Code	Contact Name	Contact Phone	Contact Email	Upon Approval	Amount	Percentage	Prime/Contra Value
Prime	Non-M/FBE	Linebarger Goggan Blair & Sampson, LLP		Austin	TX								
Sub	M/FBE	Dove Mailing Inc.		Atlanta	GA								
Sub	M/FBE	GovLink		Atlanta	GA								
Prime	Non-M/FBE	Gila LLC d/b/a Municipal Services Bureau		Austin	TX								
Prime	Non-M/FBE	Penn Credit Corp.		Harrisburg	PA								
Sub	M/FBE	Griffin & Strong, PC		Atlanta	GA								

Agency Director Approval

Typed Name and Title Felicia Strong-Whitaker, Interim Director		Phone (404) 612-5800	County Manager's Approval
Signature		Date	

Solicitation Information	NON-MFBE	MBE	FBE	TOTAL
No. Bid Notices Sent:				
No. Bids Received:				
Total Contract Value	REVENUE GENERATING			
Total M/FBE Values	REVENUE GENERATING			
Total Prime Value	REVENUE GENERATING			
Fiscal Impact / Funding Source <i>(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)</i> Revenue generating contract –no cost Fulton County. Funds collected will be deposited and credited back to the appropriate operating fund.				
Exhibits Attached <i>(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)</i> Exhibit 1: Contract Renewal Evaluation Forms Exhibit 2: Contractor Performance Reports Exhibit 3: Contractor Renewal Evaluation Forms				
Source of Additional Information <i>(Type Name, Title, Agency and Phone)</i> Anthony Nicks, Director, Internal Audit (404) 612-1019				

Agency Director Approval		County Manager's Approval
Typed Name and Title Felicia Strong-Whitaker, Interim Director	Phone (404) 612-5800	
Signature	Date	

Revised 03/12/09 (Previous versions are obsolete)

Procurement**Contract Attached:****Previous Contracts:****Solicitation Number:****Submitting Agency:****Staff Contact:****Contact Phone:****Description:****FINANCIAL SUMMARY****Total Contract Value:**

Original Approved Amount:

Previous Adjustments:

This Request:

TOTAL:

MBE/FBE Participation:

Amount: %:

Amount: %:

Amount: %:

Amount: %:

Grant Information Summary:

Amount Requested:

Match Required:

Start Date:

End Date:

Match Account \$:

☐

Cash

☐

In-Kind

☐

Approval to Award

☐

Apply & Accept

Funding Line 1:**Funding Line 2:****Funding Line 3:****Funding Line 4:**

N/A

KEY CONTRACT TERMS**Start Date:****End Date:****Cost Adjustment:****Renewal/Extension Terms:****ROUTING & APPROVALS**

X Originating Department: Nicks, Anthony Date: 8/14/2014

County Attorney: Date:

X Purchasing/Contract Compliance: Strong-Whitaker, Felicia Date: 10/2/2014

X Finance/Budget Analyst/Grants Admin: Jones, Monica Date: 8/18/2014

Grants Management: Date:

X County Manager: O'Connor, Patrick Date: 10/9/2014

Contract Renewal Evaluation Form

Date:	August 14, 2014
Department:	COUNTY MANAGER'S OFFICE
Contract Number:	11RFP05242011C-MT
Contract Title:	Financial Collection Services-Gila d/b/a Municipal Services Bureau

Instructions:

It is extremely important that every contract be rigidly scrutinized to determine if the contract provides the County with value. Each renewal shall be reviewed and answers provided to determine whether services should be maintained, services/scope reduced, services brought in-house or if the contract should be terminated. Please submit a completed copy of this form with all renewal requests.

1. Describe what efforts were made to reduce the scope and cost of this contract.

N/A - revenue generating contract

2. Describe the analysis you made to determine if the current prices for this good or service is reflective of the current market. Check all applicable statements and provide documentation:

☐ Internet search of pricing for same product or service:

Date of search:	Click here to enter a date.
Price found:	Click here to enter text.
Different features / Conditions:	Click here to enter text.
Percent difference between internet price and renewal price:	Click here to enter text.

Explanation / Notes:

N/A - revenue generating contract

☐ Market Survey of other jurisdictions:

Date contacted:	Click here to enter a date.
Jurisdiction Name / Contact name:	Click here to enter text.
Date of last purchase:	Click here to enter a date.
Price paid:	Click here to enter text.
Inflation rate:	Click here to enter text.
Adjusted price:	Click here to enter text.
Percent difference between past purchase price and renewal price:	Click here to enter text.
Are they aware of any new vendors?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are they aware of a reduction in pricing in this industry?	<input type="checkbox"/> Yes <input type="checkbox"/> No
How does pricing compare to Fulton County's award contract?	Click here to enter text.

Explanation / Notes:

N/A – revenue generating contract

☐ Other (Describe in detail the analysis conducted and the outcome):

N/A

3. What was the actual expenditure (from the AMS system) spent for this contract for previous fiscal year?

N/A – revenue generating contract. The amounts below reflect the amount of revenue collected for Fulton County by each vendor affiliated with this contract:

Revenue Collection by Vendor – June 1, 2012-July 31, 2014

VENDOR	2012	2013	2014	TOTAL
MSB	\$27,367.47	\$13,541.18	\$2,556.76	\$43,465.41
Harris & Harris*	\$17,970.00	\$6,969.17	\$ 630.00	\$25,569.17
Linebarger	\$29,371.00	\$28,963.49	\$18,716.50	\$77,050.99
Penn Credit	\$21,151.76	\$18,847.06	\$12,004.97	\$52,003.79
Total	\$95,860.23	\$68,320.90	\$33,908.23	\$198,089.36

*Harris and Harris will not be recommended for renewal in 2015

4. Does the renewal option include an adjustment for inflation? ☐ Yes ☒ No
(Information can be obtained from CPI index)**Was it part of the initial contract?** ☐ Yes ☒ No

Date of last purchase: Click here to enter a date.

Price paid: Click here to enter text.

Inflation rate:

[Click here to enter text.](#)

Adjusted price:

[Click here to enter text.](#)

Percent difference between past purchase price and renewal price:

[Click here to enter text.](#)**Explanation / Notes:**

N/A – Revenue generating contract

5. Is this a seasonal item or service? ☐ Yes ☒ No6. Has an analysis been conducted to determine if this service can be performed in-house? ☐ Yes
☒ No If yes, attach the analysis.

7. What would be the impact on your department if this contract was not approved?

There would be no revenue/financial collections contract in place to collect money due Fulton County until another alternative could be implemented.

8. Is the recommendation to renew this contract ☒ Yes ☐ No

Brigitte Bailey

August 14, 2014

Prepared by

Date

Anthony Nicks

Thursday, August 14, 2014

Department Head

Date**Purchasing Department Review:**1. Does the renewal option include an adjustment for inflation? ☐ Yes ☒ No
(Information can be obtained from CPI index)2. Was it part of the initial contract? ☐ Yes ☒ No☐ Project was procured within the last six (6) months and does not require a Price Analysis☐ Prices were compared with competing suppliers' prices or catalog pricing for the same item(s)**Explanation / Notes:**[Click here to enter text.](#)☐ Prices were compared with what the County has historically paid from previous purchases for the same item, coupled with market data such as Producer Price Index or Inflation Rate over the corresponding time period☒ Renewal option prices did not increase, pricing remained the same. An analysis of the Inflation Rate or the Produce Price or Consumer Price Indexes was conducted to determine what changes might reasonably be expected in pricing

14-0856

Date of last purchase:	January 1, 2014
Price paid:	Revenue Generating
Inflation rate:	N/A
Adjusted price:	N/A
Percent difference between past purchase price and renewal price:	N/A

Explanation / Notes:

DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE				
CONTRACTORS PERFORMANCE REPORT PROFESSIONAL SERVICES				
Report Period Start	Report Period End		Contract Period Start	Contract Period End
1/1/2014	8/14/2014		1/1/2014	8/14/2014
PO Number				PO Date
Department	County Manager			
Bid Number	11RFP05242011C-MT			
Service Commodity	Revenue Collection Services			
Contractor	Penn Credit Corporation			

- 0 = Unsatisfactory *Achieves contract requirements less than 50% of the time, not responsive, effective and/or efficient, unacceptable delay, incompetence, high degree of customer dissatisfaction.*
- 1 = Poor *Achieves contract requirements 70% of the time. Marginally responsive, effective and/or efficient; delays require significant adjustments to programs; key employees marginally capable; customers somewhat satisfied.*
- 2 = Satisfactory *Achieves contract requirements 80% of the time; generally responsive, effective and/or efficient; delays are excusable and/or results in minor programs adjustments; employees are capable and satisfactorily providing service without intervention; customers indicate satisfaction.*
- 3 = Good *Achieves contract requirements 90% of the time. Usually responsive, effective and/or efficient; delays have not impact on programs/mission, key employees are highly competent and seldom require guidance; customers are highly satisfied.*
- 4 = Excellent *Achieves contract requirements 100% of the time. Immediately responsive; highly efficient and/or effective; no delays; key employees are experts and require minimal directions; customers expectations are exceeded.*

1. Quality of Goods/Services (-Specification Compliance - Technical Excellence - Reports/Administration - Personnel Qualification)

<input type="radio"/> 0 <input type="radio"/> 1 <input checked="" type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4	Comments: Svcs have been good; reports satisfactory
--	--

2. Timeliness of Performance (-Were Milestones Met Per Contract - Response Time (per agreement, if applicable) - Responsiveness to Direction/Change - On Time Completion Per Contract)

<input type="radio"/> 0 <input type="radio"/> 1 <input type="radio"/> 2 <input checked="" type="radio"/> 3 <input type="radio"/> 4	Comments: Performance is satisfactory
--	--

3. Business Relations (-Responsiveness to Inquiries - Prompt Problem Notifications)

<input type="radio"/> 0 <input type="radio"/> 1 <input type="radio"/> 2 <input checked="" type="radio"/> 3 <input type="radio"/> 4	Comments: Business relationship is satisfactory
--	--

4. Customer Satisfaction (-Met User Quality Expectations - Met Specification - Within Budget - Proper Invoicing - No Substitutions)

<input type="radio"/> 0	Comments:
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<input type="radio"/> 1 <input type="radio"/> 2 <input checked="" type="radio"/> 3 <input type="radio"/> 4	Customer is meeting the specifications
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5. Contractors Key Personnel (-Credentials/Experience Appropriate - Effective Supervision/Management - Available as Needed)

<input type="radio"/> 0 <input type="radio"/> 1 <input checked="" type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4	Comments: Key personnel is available when needed
--	---

Overall Performance Rating:	2.6		
Would you select/recommend this vendor again? (Check box for Yes. Leave Blank for No) <input checked="" type="radio"/> Yes <input type="radio"/> No		Rating completed by:	Brigitte.Bailey
Department Head Name	Department Head Signature		Date
Anthony Nicks	Anthony Nicks (SS)		9/24/2014

DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE				
CONTRACTORS PERFORMANCE REPORT PROFESSIONAL SERVICES				
Report Period Start	Report Period End		Contract Period Start	Contract Period End
1/1/2014	8/14/2014		1/1/2014	12/31/2014
PO Number				PO Date
Department	County Manager			
Bid Number	11RFP05242011C-MT			
Service Commodity	Revenue Collection Services			
Contractor	Linebarger Goggan Blair & Sampson			

0 = Unsatisfactory

Achieves contract requirements less than 50% of the time, not responsive, effective and/or efficient, unacceptable delay, incompetence, high degree of customer dissatisfaction.

1 = Poor

Achieves contract requirements 70% of the time. Marginally responsive, effective and/or efficient; delays require significant adjustments to programs; key employees marginally capable; customers somewhat satisfied.

2 = Satisfactory

Achieves contract requirements 80% of the time; generally responsive, effective and/or efficient; delays are excusable and/or results in minor programs adjustments; employees are capable and satisfactorily providing service without intervention; customers indicate satisfaction.

3 = Good

Achieves contract requirements 90% of the time. Usually responsive; effective and/or efficient; delays have not impact on programs/mission; key employees are highly competent and seldom require guidance; customers are highly satisfied.

4 = Excellent

Achieves contract requirements 100% of the time. Immediately responsive; highly efficient and/or effective; no delays; key employees are experts and require minimal directions; customers expectations are exceeded.

1. Quality of Goods/Services (-Specification Compliance - Technical Excellence - Reports/Administration - Personnel Qualification)

	Comments:
0	Quality of service has been good
1	
2	
3	
4	

2.

Timeliness of Performance (-Were Milestones Met Per Contract - Response Time (per agreement, if applicable) - Responsiveness to Direction/Change - On Time Completion Per Contract)

	Comments:
0	Very good performance
1	
2	
3	
4	

3. Business Relations (-Responsiveness to Inquiries - Prompt Problem Notifications)

	Comments:
0	Good working relationship; very responsive to inquiries
1	
2	
3	
4	

4. Customer Satisfaction (-Met User Quality Expectations - Met Specification - Within Budget - Proper Invoicing - No Substitutions)

	Comments:
0	

☐ 1
☐ 2
☒ 3
☐ 4

Meeting expectations above a satisfactory level

5. Contractors Key Personnel (-Credentials/Experience Appropriate - Effective Supervision/Management - Available as Needed)

☐ 0
☐ 1
☐ 2
☒ 3
☐ 4

Comments:

Key personnel have been very available when needed.

Overall Performance Rating:	3.0		
Would you select/recommend this vendor again? (Check box for Yes. Leave Blank for No) <input checked="" type="radio"/> Yes <input type="radio"/> No		Rating completed by:	Brigitte.Bailey
Department Head Name	Department Head Signature		Date
Anthony Nicks	Anthony Nicks (BB)		9/24/2014

DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE				
CONTRACTORS PERFORMANCE REPORT PROFESSIONAL SERVICES				
Report Period Start	Report Period End		Contract Period Start	Contract Period End
1/1/2014	8/14/2014		1/1/2014	12/31/2014
PO Number				PO Date
Department	County Manager			
Bid Number	11-RFP05242011C-MT			
Service Commodity	Revenue Collection Services			
Contractor	Gila d/b/a Municipal Services Bureau			

0 = Unsatisfactory

Achieves contract requirements less than 50% of the time, not responsive, effective and/or efficient, unacceptable delay, incompetence, high degree of customer dissatisfaction.

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4 = Excellent

Achieves contract requirements 100% of the time. Immediately responsive; highly efficient and/or effective; no delays; key employees are experts and require minimal directions; customers expectations are exceeded.

1. Quality of Goods/Services (-Specification Compliance - Technical Excellence - Reports/Administration - Personnel Qualification)

	Comments:
<input type="radio"/> 0	Performance is satisfactory
<input type="radio"/> 1	
<input type="radio"/> 2	
<input checked="" type="radio"/> 3	
<input type="radio"/> 4	

2. Timeliness of Performance (-Were Milestones Met Per Contract - Response Time (per agreement, if applicable) - Responsiveness to Direction/Change - On Time Completion Per Contract)

	Comments:
<input type="radio"/> 0	Needs improvement
<input type="radio"/> 1	
<input checked="" type="radio"/> 2	
<input type="radio"/> 3	
<input type="radio"/> 4	

3. Business Relations (-Responsiveness to Inquiries - Prompt Problem Notifications)

	Comments:
<input type="radio"/> 0	Business relation performance is satisfactory
<input type="radio"/> 1	
<input type="radio"/> 2	
<input checked="" type="radio"/> 3	
<input type="radio"/> 4	

4. Customer Satisfaction (-Met User Quality Expectations - Met Specification - Within Budget - Proper Invoicing - No Substitutions)

	Comments:
<input type="radio"/> 0	

<input type="radio"/> 1 <input checked="" type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4	Performance is satisfactory
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5. Contractors Key Personnel (-Credentials/Experience Appropriate - Effective Supervision/Management - Available as Needed)

<input type="radio"/> 0 <input type="radio"/> 1 <input type="radio"/> 2 <input checked="" type="radio"/> 3 <input type="radio"/> 4	Comments. Key personnel is available and very responsive when needed
--	---

Overall Performance Rating:	2.6		
Would you select/recommend this vendor again? (Check box for Yes. Leave Blank for No) <input checked="" type="radio"/> Yes <input type="radio"/> No		Rating completed by:	Brigitte.Bailey
Department Head Name	Department Head Signature		Date
Anthony Nicks	Anthony Nicks (82)		9/18/2014



DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACT RENEWAL

DEPARTMENT: Office of the County Auditor

BID/RFP# DESCRIPTION: Financial Collection Services

BID/RFP# NUMBER: 11RFP05242011C-MT

ORIGINAL APPROVAL DATE: September 7, 2011

RENEWAL PERIOD: January 1, 2015 through December 31, 2015

RENEWAL OPTION #: 3 of 3

NUMBER OF RENEWAL OPTIONS: 3

RENEWAL AMOUNT: \$ Revenue Generating

COMPANY'S NAME: Penn Credit Corporation

ADDRESS: 916 South, 14th Street

CITY: Harrisburg

STATE: PA

ZIP: 17104

SIGNATURES: SEE NEXT PAGE

Vendor agrees to accept the renewal option and abide by the terms and conditions set forth in the contract and specifications for Bid/RFP# 11RFP05242011C-MT

(Person signing must have signature authority for the company/corporation)

NAME:

VENDOR'S SIGNATURE: _____ **DATE** _____

ATTEST:

_____ **NOTARY PUBLIC:** _____

TITLE: _____ **COUNTY:** _____

SEAL (Affix) **MY COMMISSION EXPIRES:** _____

ATTEST:

FULTON COUNTY, GEORGIA

_____ **DATE:** _____
JOHN H. EAVES, CHAIRMAN
BOARD OF COMMISSIONERS

_____ **DATE:** _____
MARK MASSEY
CLERK TO THE COMMISSION

**DEPARTMENT AUTHORIZES RENEWAL OPTION ON THE AFOREMENTIONED
BID/RFP:**

DEPARTMENT HEAD: Anthony Nicks

DEPARTMENT HEAD SIGNATURE: _____ **DATE** _____

Please indicate if the following are provided:

- ☐ *BOC Chairperson's signature required on renewals \$ 50,000.00 or more or any Bid/RFP previously approved by the Board of Commissioners of Fulton County.*
- ☐ *A copy of the current Certificate of Insurance must be attached to all renewals.*
- ☐ *Current Performance and Payment Bonds attached (If required)*
- ☐ *Minimum of four (4) signature pages required.*



DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACT RENEWAL

DEPARTMENT: Office of the County Auditor

BID/RFP# DESCRIPTION: Financial Collection Services

BID/RFP# NUMBER: 11RFP05242011C-MT

ORIGINAL APPROVAL DATE: September 7, 2011

RENEWAL PERIOD: January 1, 2015 through December 31, 2015

RENEWAL OPTION #: 3 of 3

NUMBER OF RENEWAL OPTIONS: 3

RENEWAL AMOUNT: \$ Revenue Generating

COMPANY'S NAME: Gila d/b/a Municipal Services Bureau

ADDRESS: 6505 Airport Blvd, Suite 100

CITY: Austin

STATE: TX

ZIP: 78752

SIGNATURES: SEE NEXT PAGE

Vendor agrees to accept the renewal option and abide by the terms and conditions set forth in the contract and specifications for Bid/RFP# 11RFP05242011C-MT

(Person signing must have signature authority for the company/corporation)

NAME:

VENDOR'S SIGNATURE: _____ **DATE** _____

ATTEST:

NOTARY PUBLIC: _____

TITLE: _____ **COUNTY:** _____

SEAL (Affix) **MY COMMISSION EXPIRES:** _____

ATTEST:

FULTON COUNTY, GEORGIA

JOHN H. EAVES, CHAIRMAN
BOARD OF COMMISSIONERS **DATE:** _____

MARK MASSEY
CLERK TO THE COMMISSION **DATE:** _____

**DEPARTMENT AUTHORIZES RENEWAL OPTION ON THE AFOREMENTIONED
BID/RFP:**

DEPARTMENT HEAD: Anthony Nicks

DEPARTMENT HEAD SIGNATURE: _____ **DATE** _____

Please indicate if the following are provided:

- ☐ *BOC Chairperson's signature required on renewals \$ 50,000.00 or more or any Bid/RFP previously approved by the Board of Commissioners of Fulton County.*
- ☐ *A copy of the current Certificate of Insurance must be attached to all renewals.*
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- ☐ *Minimum of four (4) signature pages required.*



Fulton County, GA

DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

CONTRACT RENEWAL

DEPARTMENT: Office of the County Auditor

BID/RFP# DESCRIPTION: Financial Collection Services

BID/RFP# NUMBER: 11RFP05242011C-MT

ORIGINAL APPROVAL DATE: September 7, 2011

RENEWAL PERIOD: January 1, 2015 through December 31, 2015

RENEWAL OPTION #: 3 of 3

NUMBER OF RENEWAL OPTIONS: 3

RENEWAL AMOUNT: \$ Revenue Generating

COMPANY'S NAME: Linebarger Goggan Blair & Sampson, LLP

ADDRESS: 2323 Bryan, Suite 1600

CITY: Dallas

STATE: TX

ZIP: 75201

SIGNATURES: SEE NEXT PAGE

Vendor agrees to accept the renewal option and abide by the terms and conditions set forth in the contract and specifications for Bid/RFP# 11RFP05242011C-MT

(Person signing must have signature authority for the company/corporation)

NAME:

VENDOR'S SIGNATURE: _____ **DATE** _____

ATTEST:

NOTARY PUBLIC: _____

TITLE: _____

COUNTY: _____

SEAL (Affix)

MY COMMISSION EXPIRES: _____

ATTEST:

FULTON COUNTY, GEORGIA

**JOHN H. EAVES, CHAIRMAN
BOARD OF COMMISSIONERS**

DATE: _____

**MARK MASSEY
CLERK TO THE COMMISSION**

DATE: _____

**DEPARTMENT AUTHORIZES RENEWAL OPTION ON THE AFOREMENTIONED
BID/RFP:**

DEPARTMENT HEAD: Anthony Nicks

DEPARTMENT HEAD SIGNATURE: _____ **DATE** _____

Please indicate if the following are provided:

- ☐ *BOC Chairperson's signature required on renewals \$ 50,000.00 or more or any Bid/RFP previously approved by the Board of Commissioners of Fulton County.*
- ☐ *A copy of the current Certificate of Insurance must be attached to all renewals.*
- ☐ *Current Performance and Payment Bonds attached (If required)*
- ☐ *Minimum of four (4) signature pages required.*