

Item # 5-38

**City of Carson City
Agenda Report**

Date Submitted: May 6, 2008

Agenda Date Requested: May 15, 2008

Time Requested: Consent

To: Mayor and Supervisors

From: Purchasing & Contracts

Subject Title: Action to approve the renewal of Contract No. 0304-092 Collection Services with National Business Factors, Inc. to provide collection services from July 1, 2008 through June 30, 2009 at the same prices, terms, and conditions as originally awarded on June 17, 2004

Staff Summary: The 3rd renewal for Contract No. 0304-092 Collection Services with National Business Factors, Inc. expires on June 30, 2008.

Type of Action Requested: (check one)
 Resolution Ordinance
 Formal Action/Motion Other (Specify)

Does This Action Require A Business Impact Statement: Yes No

Recommended Board Action: I move to approve the renewal of Contract No. 0304-092 Collection Services with National Business Factors, Inc. to provide collection services from July 1, 2008 through June 30, 2009 at the same prices, terms, and conditions as originally awarded on June 17, 2004

Explanation for Recommended Board Action: On July 17, 2004 the Board of Supervisors awarded Contract No. 0304-092 Collection Services to National Business Factors, Inc. as the highest responsive and responsible bidder pursuant to N.R.S. Chapter 332 and pursuant to the Board's findings that it is in the public's best interest to accept the bid exception to provide collection services from July 1, 2004 through June 30, 2005 with the option to renew for four (4) additional years subject to negotiation with the following fee structure - thirty percent (30%) contingent upon collection and one dollar and twenty-five cents (\$1.25) per pre-collect letter.

On June 2, 2005 the Board of Supervisors approved the first renewal for Contract No. 0304-092 Collection Services through June 30, 2006 at the same prices, terms, and conditions as originally awarded on June 17, 2004.

On June 1, 2006 the Board of Supervisors approved the second renewal for Contract No. 0304-092 Collection Services through June 30, 2007 at the same prices, terms, and conditions as originally awarded on June 17, 2004.