

AGENDA ITEM DEVELOPMENT REPORT

**OFFICE OF THE COUNTY MANAGER
CLARK COUNTY, NEVADA**

AIDR No.: 3703

KEVIN SCHLLER
County Manager

Date: 02/16/23

Agenda Date: 3/7/23

JESSICA L. COLVIN
Chief Financial Officer

Originating
Department: Administrative Services/Purchasing
and Contracts

ABIGAIL FRIERSON
Deputy County Manager

Contact/Ext: Scott Clark ext. 5807

LES LEE SHELL
Deputy County Manager

RANDALL J. TARR
Deputy County Manager

ISSUE: NOTICE TO SELECT AND AWARD

JEFFREY M. WELLS
Deputy County Manager

Subject/Title:

RFP No. 606296-22 Collection Agency Services

Recommended Action:

Approve the selection of, and the Contract with Harris & Harris, Ltd., for RFP No. 606296-22, for Collection Agency Services, contingent upon submission of the required insurance; and authorize the Chief Financial Officer or her designee to sign the Contract; or take other action as appropriate. (For possible action)

Summary:

On September 12, 2022, Request for Proposal (RFP) No. 606296-22 was advertised on the Clark County Purchasing website and in the Las Vegas Review Journal. Proposals were requested for Collection Agency Services.

Proposals were received from the following firms: AllianceOne Receivables Management, Inc. dba AllianceOne Receivable Solutions (NBE), Clark County Collection Service, LLC (NBE), Coast Professional, Inc. (NBE), Collection Service of Nevada dba Sierra Outsourcing Solution (WBE), Harris & Harris, Ltd. (NBE), IC System (WBE), Unifin, Inc. (VET), Valley Collection Service, LLC. dba Valley C.S. (NBE).

An Ad-Hoc Committee comprised of 3 individuals from Clark County Justice Court reviewed and evaluated the proposals. After the evaluation, the Ad-Hoc Committee ranked the firms in the following order: Harris & Harris Ltd., AllianceOne Receivables Management, Inc. dba AllianceOne Receivable Solutions, Valley Collection Service, LLC, Coast Professional, Inc., IC System, Inc., Unifin, Inc. Clark County Collection Services, Collection Service of Nevada dba Sierra Outsourcing Solutions.

Subsequent to the evaluation of the written proposals, the Ad-Hoc Committee agreed that Harris & Harris, Ltd., was the best qualified firm to be selected for the project. A contract was negotiated for Collection Services.

The Ad-Hoc Committee recommends the selection and award of Harris & Harris Ltd.

A satisfactory contract was negotiated, the contract will be presented to the Board of County Commissioners for approval.

Following are the evaluation criteria and point values.

Criteria	Points
18 A. Cover Letter	<i>Pass/Fail</i>
18. B. Organizational Information	5 pts
18. C. Experience & Qualifications	30 pts
18. D. Description of Proposed Project and Work Plan	35 pts
18. E. Project Fee	20 pts
18. F. Other	5 pts
18. G. Scope of Work and Technical Specifications	<i>Pass/Fail</i>
18. H. Exhibit 2 and 3	<i>Pass/Fail</i>
18. I. Compliance with Nevada Revised Statutes (NVR) associated with Collection Agencies	<i>Pass/Fail</i>
18. J. Compliance with COUNTY'S Standard Contract	5 pts
18. K. Disclosure of Ownership Form	<i>Pass/Fail</i>
Total	100

In accordance with NRS 332.115.1 (b), the competitive bidding process is not required as the services to be performed are professional in nature. Pursuant to internal policies and procedures, Clark County solicited these services through the RFP process.



KEVIN SCHILLER
County Manager

ATTACHMENT 1
RFP No. 606296-22 Collection Agency Services
Evaluation Summary

PROVIDER	AVERAGE SCORE	LOCAL PRESENCE	COMPLIANCE WITH STANDARD CONTRACT	TOTAL AVERAGE SCORE	RANKING
Harris & Harris, Ltd.	79.67	0	5	84.67	1
AllianceOne Receivables Management, Inc.	73.17	0	5	78.17	2
Valley Collection Service, LLC	73.17	0	5	78.17	3
Coast Professional, Inc.	65.33	0	5	70.33	4
I.C. System, Inc.	60.83	0	5	65.83	5
Unifin, Inc.	59.17	0	5	64.17	6
Clark County Collection Service	45.33	5	4	54.33	7
Collection Service of Nevada dba Sierra Outsourcing Solutions	38.5		5	43.5	8

PROVIDER	Evaluator A	Evaluator B	Evaluator C	Purchasing	Avg Score
Harris & Harris, Ltd.	79	79.5	80.5	5	84.67
AllianceOne Receivables Management, Inc.	75	70	74	5	78.17
Valley Collection Service, LLC	74	74	71.5	5	78.17
Coast Professional, Inc.	56.5	62.5	77	5	70.33
I.C. System, Inc.	41.5	76.5	64.5	5	65.83
Unifin, Inc.	40.5	66	71	5	64.17
Clark County Collection Service	23	58.5	54.5	9	54.33
Collection Service of Nevada dba Sierra Outsourcing Solutions	31.5	58.5	25.5	5	43.5

ATTACHMENT 2
RFP No. 606296-22 Collection Agency Services
Description of Ad-Hoc Committee

Evaluator A:

Evaluator A is a Judge for Las Vegas Justice Court. Evaluator B has been a judge for over 10 years. During that time Evaluator A has served as Vice-Chief Judge and on numerous court operations committees.

Evaluator B:

Evaluator B possess a master's degree in Business Administration and has worked in various financial leadership capacities in numerous governmental agencies. Evaluator B currently holds a senior management role for Fiscal and Revenue Operations for Las Vegas Justice Court.

Evaluator C:

Evaluator C possess a master's degree in Public Administration and has worked within the court system for over 20 years and has held numerous administrative leadership positions. For the past several years Evaluator C has held an executive role within Las Vegas Justice Court.