

AWARDING PURCHASE OF SERVICE CONTRACT FOR COLLECTION SERVICES

The Clerk of Courts and other agencies use the services of a collection agency to pursue payment on past due fees. Fees that are sent to collection are in the following categories:

- Clerk of Court's office will refer guardian ad litem, attorney fees, costs and fines on criminal cases, civil filing and processing fees, juvenile legal fees, electronic monitoring fees.
- Family Court Counseling Service will refer custody, mediation and parental education fees.
- Sheriff's office will refer civil process fees.

In 2014, total amount collected was \$1,692,280 for Clerk of Court (their share was \$265,154); \$28,938 for FCS (approx. share of \$3,183); and for Sheriff \$3,109 (share was \$462). However, the fee will decrease due to all new referrals being sent at a lower commission rate of 11% (Clerk of Courts/Family Court Services) and 13% for the Sheriff and other departments.

The county issued RFP #114120 to identify the vendor for a new contract for collection services. Based on the results of the RFP, it is recommended that the contract be awarded to The Stark Collection Agency. The contract is commission based, meaning that the collection agency is paid from the proceeds of past due accounts that it successfully collects. The contract has an initial term of will be for three years beginning April 1, 2015 and ending March 31, 2018. The contract includes the option to renew for two additional one-year terms.

**NOW, THEREFORE, BE IT RESOLVED** that Dane County enter into an agreement with The Stark Collection Agency for three years with an option by mutual agreement of Dane County and The Stark Collection Agency to renew for two (2) additional one-year periods.