

1. Please confirm the due date for this procurement is **7/25/2014**. Yes, Friday, 7/25/14
2. What is the date by which you will answer these questions? July 22, 2014
3. Why is the contract out to bid at this time? The current contracts ends on 9/30/14.
4. Is there a deadline for questions? Yes, July 23, 2014
5. When is the anticipated contract start date? October 1, 2014
6. What is the term of the contract? Three year contract with 2 one-year renewals.
7. What is the maximum number of renewal options by policy or statute? Per Florida Statute 287.057 (13):

(13) Contracts for commodities or contractual services may be renewed for a period that may not exceed 3 years or the term of the original contract, whichever is longer. Renewal of a contract for commodities or contractual services must be in writing and is subject to the same terms and conditions set forth in the initial contract and any written amendments signed by the parties. If the commodity or contractual service is purchased as a result of the solicitation of bids, proposals, or replies, the price of the commodity or contractual service to be renewed must be specified in the bid, proposal, or reply, except that an agency may negotiate lower pricing. A renewal contract may not include any compensation for costs associated with the renewal. Renewals are contingent upon satisfactory performance evaluations by the agency and subject to the availability of funds. Exceptional purchase contracts pursuant to paragraphs (3)(a) and (c) may not be renewed. With the exception of subsection (10), if a contract amendment results in a longer contract term or increased payments, a state agency may not renew or amend a contract for the outsourcing of a service or activity that has an original term value exceeding \$10 million before submitting a written report concerning contract performance to the Governor, the President of the Senate, and the Speaker of the House of Representatives at least 90 days before execution of the renewal or amendment.

8. Has the current contract gone full term? Yes
9. Have all options to extend the current contract been exercised? Yes
10. Who is the incumbent, and how long has the incumbent been providing the requested services? Professional Adjustment Corporation; since October 17, 2000
11. To what extent will the location of the bidder's proposed location or headquarters have a bearing on any award? Bidder's location is not part of the evaluation criteria.
12. How are fees currently being billed by any incumbent(s), by category, and at what rates? The rate is 20%; not sure what is meant by category. All accounts being turned over to the current collection agency are EMS billing accounts.

13. What estimated or actual dollars were paid last year, last month, or last quarter to any incumbent(s)? Last Fiscal Year (October 1, 2012-September 30, 2013) \$10,825.06; last month (June 2014) \$1,662.05; and last quarter (April-June 2014) \$6,408.83.
14. To how many vendors are you seeking to award a contract? One
15. Please describe your level of satisfaction with your current vendor(s), if applicable. We are satisfied with the level of service provided by the current collection agency.
16. Will accounts be primary placements, not having been serviced by any other outside collection agency, and/or will you also be referring secondary placements? If so, should bidders provide proposed fees for secondary placements also? We will also be referring the accounts being worked by our current collection agency to the vendor who the new contract is awarded to, so we will need proposed fees for secondary placement.
17. What collection attempts are performed or will be performed internally prior to placement? None
18. What is the total dollar value of accounts available for placement now by category, including any backlog? Not sure what is meant by category.
19. What is the total number of accounts available for placement now by category, including any backlog? Not sure what is meant by category.
20. What is the average age of accounts at placement (at time of award and/or on a going-forward basis), by category? Per current contract with our billing company, accounts are to be turned over after 180 days unless payment is pending.
21. What has been the historical rate of return or liquidation rate provided by any incumbent(s), and/or what is anticipated or expected as a result of this procurement? Current rate of return is about 13%.
22. If applicable, will accounts held by any incumbent(s) or any backlog be moved to any new vendor(s) as a one-time placement at contract start up? Yes

1. Are the County's current delinquent account collection services internal or outsourced?

Collection services are currently outsourced.

2. If outsourced, what is the current cost of those services to the County in dollars and percent?

The percent paid to the collection agency is 20%; the County's current collection agency was paid \$10,825.06 for their services during Fiscal Year 2013 (October 1, 2012-September 30, 2013).

3. Why is the County currently going out to bid?

The contract with the vendor currently providing collection services for EMS billing accounts ends on September 30, 2014, and all extensions on the contract have been exhausted.

4. What is the anticipated start date for this contract?

October 1, 2014

5. What is the length of the contract?

The contract will be for 3 years with 2 one-year renewals.

6. Will the successful vendor assume responsibility for any backlog of unbilled and/or previously billed accounts?

Yes.