

TOWN OF CHESHIRE, CONNECTICUT

REQUEST FOR PROPOSALS FOR THE PURCHASE OF DELINQUENT MUNICIPAL TAX AND SEWER LIENS

2021-18

ADDENDA 1

Please reconfirm the due date for this procurement by providing it in response to answers to questions.

Bid until 2:00 pm local time on Thursday, May 13, 2021.

Why has this bid been released at this time?

This is an annual scheduled request for proposal.

Are bidders permitted to deviate in any way from any manner of quoting fees you may be expecting? For example, if there is a pricing page in the RFP, can bidders submit an alternate fee structure? If there is no pricing page in the RFP, do you have any preference for how bidders should quote fees or can bidders create their own pricing categories?

One aggregate bid for all liens.

Please describe your level of satisfaction with your current or recent vendor(s) for the same purchasing activity, if applicable.

Not applicable.

If this is a term contract subject to renewal, what is the term and the maximum number of option periods?

Not a term contract.

How are fees currently being billed by any incumbent(s), by category, and at what rates?

Pursuant to Connecticut state statutes.

What estimated or actual dollars were paid last year, last month, or last quarter to any incumbent(s)?

None.

To how many vendors are you seeking to award a contract?

One qualified bidder.

To what extent are these accounts owed by private consumers versus commercial businesses?

Not applicable.

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?

Primary placements.

What collection attempts are performed or will be performed internally prior to placement?
Tax Collector Demand.

Will the selected vendor be allowed to litigate balances exceeding a certain dollar amount on your behalf, with your explicit approval?
Yes.

What is the average age of accounts at placement (at time of award and/or on a going-forward basis), by category?
One year.

What is the monthly or quarterly dollar value of accounts expected to be placed with the vendor(s) by category?
Not applicable.

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?
Not applicable.

Have all cases been fully adjudicated by the time of placement?
Not applicable.

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?
No.

What is your case management/accounting software system of record?
Not applicable.

Who is your electronic payment/credit card processing vendor?
Point & Pay.

What process should a vendor follow, or which individual(s) should a vendor contact, to discuss budget-neutral services outside of the scope of this procurement, but related to it, designed to recover more debt prior to outside placement and lower collection costs?
Not applicable.

How do your current processes and/or vendor relationship(s) systematically determine if the death of a responsible party has occurred?
No.

How do your current processes and/or vendor relationship(s) handle the death of a responsible party?
No.

Do you have a designated process or policies around deceased accounts today, and what is envisioned in the future?
No.

Do you currently search and file probated estate claims? Have you considered an automated tool to identify and file probated estate claims?
No.

