

TO: CITY MANAGER
1995 December 06
File: I53-4

FROM: DIRECTOR FINANCE

SUBJECT: COLLECTION SERVICES AGREEMENT - PARKING TICKET VIOLATIONS

PURPOSE: To provide information regarding the award of a Collection Services Agreement

RECOMMENDATION:

1. THAT this report be received for information.

REPORT

Background:

On 1995 August 28, Council adopted a report recommending a number of changes related to the R.C.M.P. Parking Enforcement System. One of the changes was a recommendation to contract for the services of a collection agency. The City advertised in the Vancouver Sun on 1995 October 21 requesting proposals for collection services relating to parking ticket violations. Ten proposals were received and evaluated.

Evaluation:

Staff conducted a thorough evaluation of proposals submitted including: assessing the effectiveness of the proposed collection programs, assessing the ability of the agency to satisfy the City's requirements and, assessing the suitability of the agency based upon their collection track record. Due to the high quality of agencies that submitted proposals, the fundamental criteria for evaluation was the effectiveness of the proposed collection programs. The estimated net revenue to the City for the various proposals submitted ranged from \$110,000 to \$207,000. The proposal submitted by Nor-Don Collection Network Incorporated meets all our requirements and provides the City with the highest collection recoveries, estimated to be approximately \$207,000 per year. Nor-Don's track record and suitability were verified by conducting reference checks. References from B.C.I.T. and several municipalities were all very favourable.

The initial contract term is for two years with two, one year renewal options, exercisable at the discretion of the City. The City has the right to cancel the collection services agreement upon 30 days written notice to the agency.

This report is provided for the information of Council.

A handwritten signature in black ink, appearing to read "Rick Earle".

Rick Earle
DIRECTOR FINANCE

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