



November 18, 2015

RE: Notice of Intent to Award – Personal Services Agreement for Debt Collection Services

Dear Proposers,

Thank you for taking time to submit a proposal to the City of Milwaukie for Debt Collection Services. The Selection Review Committee for this Request for Proposals has completed the evaluation process. It is our intent at this time to award the contract for Debt Collection Services to Valley Credit Service, Inc., who was selected as the proposer deemed most appropriate and fully able to perform the services.

The following page addresses those who responded to the proposal and identifies the collective points awarded to each proposer by the Selection Review Committee.

Authorization of the contract award will be determined by City Council at its regular session on Tuesday, December 15, 2015, beginning at 6:00 PM at Milwaukie City Hall, 10722 SE Main Street, Milwaukie, Oregon 97222.

In the event a proposer is adversely affected or aggrieved by the City's award of the contract to another proposer, the proposer may protest the notice of the award. Protests must be in writing, specifying the grounds upon which the protest is based, and submitted to the Court Operations Supervisor within seven (7) calendar days of this notice of intent to award.

If you have any questions or need additional information regarding the intent to award this contract, please contact me at 503-786-7531 or [bantzc@milwaukieoregon.gov](mailto:bantzc@milwaukieoregon.gov).

Sincerely,

Carla Bantz  
Court Operations Supervisor  
Finance Department

City of Milwaukee  
 Evaluation Results for Debt Collection Services  
 November 18, 2015

Points are combined from the four evaluation committee members. Each proposer had a possibility of 100 points as reviewed by each evaluator. 100 points x 4 evaluators = 400 points.

Criteria	Valley Credit Service		Professional Credit Service		Western Collection Bureau		Columbia Collection Service		Atlas Financial Service		Linebarger Goggan Blair & Sampson LLP	
Proposal submitted on time (Pass/Fail)	Pass		Pass		Pass		Pass		Pass		Pass	
	Points Awarded	Max.Points	Points Awarded	Max.Points	Points Awarded	Max.Points	Points Awarded	Max.Points	Points Awarded	Max. Points	Points Awarded	Max. Points
Firm and Service Team Qualifications	73	80	68	80	56	80	40	80	20	80	46	80
Service Understanding and Approach	150	160	132	160	133	160	35	160	42	160	110	160
Service Timeframe	49	60	45	60	60	60	37	60	12	60	40	60
Fee Evaluation	80	100	93	100	80	100	12	100	14	100	81	100
<b>Total</b>	<b>352</b>	<b>400</b>	<b>338</b>	<b>400</b>	<b>329</b>	<b>400</b>	<b>124</b>	<b>400</b>	<b>88</b>	<b>400</b>	<b>277</b>	<b>400</b>