

Post-Solicitation Briefing for Collection of Delinquent Property Taxes



Audit Committee

Date: August 8, 2023

Presented by: Troy Elliott, CPA, Deputy Chief Financial Officer, Finance Department

Solicitation Overview

- The selected Respondent will provide various services related to the collection of delinquent property taxes.
- Because State law requires contracts which are funded from and additional penalty levied under the authority of Section 33.7 of the Tax Code was limited to the services of private attorneys (Section 6.30 of the Tax Code), the City will limit its acceptance of proposals to those submitted by law firms.

Solicitation Type:

- Request for Proposals (RFP)

Proposed Term:

- 5 years with 1, 5-year renewal option

Estimated Value:

- \$1.5 million annually
- \$15 million total

Current Contract Status:

- Expires 12/31/23



Recommended Award

The evaluation committee met on July 5, 2023, and by consensus, recommends awarding the contract to the sole responsive respondent.

SBEDA Subcontracting Requirements: 22% M/WBE

Due Diligence



Finance and Audit Departments – Due Diligence Results

Number of vendors notified: 68

Number of vendors at pre-submittal conference: 2

Number of responses received: 1

Results of Minimum Requirements Review: No Material Findings

Results of Due Diligence Review: No Material Findings



Thank You

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