



City of San Antonio

Agenda Memorandum

File Number:
{{item.tracking_number}}

Agenda Item Number: 10

Agenda Date: August 8, 2023

In Control: Audit Committee

DEPARTMENT: Finance Department

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Post-Solicitation High Profile Briefing item for Collection of Delinquent Property Taxes

SUMMARY:

The Finance Department solicited proposals from respondents to assume complete responsibility for the collection of delinquent property taxes under the authority of the City Charter, the Texas Property Tax Code (Tax Code) and subject to the rules and guidelines issued by the Texas Comptroller of Accounts. Because State law requires contracts which are funded from and additional penalty levied under the authority of Section 33.7 of the Tax Code to be limited to the services of private attorneys (Section 6.30 of the Tax Code), the City limited its acceptance of proposals to those submitted by law firms.

BACKGROUND INFORMATION:

On April 17, 2023, a Request for Proposals (RFP) was released for the Collection of Delinquent Property Taxes. The estimated contract value is total value of \$15,000,000 for five years with one,

5-year option to renew.

On June 1, 2023, one proposal was received and was deemed responsive to move forward for full proposal evaluation. The evaluation committee representatives were Ben Gorzell, Jr., CPA, Chief Financial Officer, City Manager's Office; Troy Elliott, CPA, Deputy Chief Financial Officer, Finance Department; Justina Tate, Director, Office of Management and Budget; Margaret U. Villegas, Assistant Director, Finance Department; and Tina Murillo, Tax Assessor/Collector Administrator, Finance Department.

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

This item is scheduled for City Council consideration on September 21, 2023.

ISSUE:

For briefing purposes only

FISCAL IMPACT:

For briefing purposes only

ALTERNATIVES:

For briefing purposes only

RECOMMENDATION:

Staff recommends approval to proceed with scheduling one contract for City Council consideration to provide the City with delinquent property tax collection services in the estimated total value of \$15,000,000 for five years with one, 5-year option to renew.