



ADDENDUM #1

**RFP NUMBER: RFP 2013-PU-COLLECT
Collection Services RFP**

DATE: February 19, 2013

TO: All Potential Proposers

City of Harrisonburg's RFP 2013-PU-COLLECT, is modified as follows:

Question: In regards to previous outside collections efforts, what is the name of firm(s)?

Answer: PCS (Professional Collections Services)

Question: In regards to previous outside collections efforts, what are some examples of fee(s) charged?

Answer: 40% Instate, 50% Out of State,

Question: In regards to previous outside collections efforts, what was the commission paid in the last 12 months?

Answer: \$4,866.95

Question: In regards to previous outside collections efforts, what is the recovery rate (amount collected/amount submitted)?

Answer: Submitted \$30,324.89; Collected \$7,293.03

Question: Please provide a number for how many accounts are litigated on an annual basis.

Answer: Please reference Attachment D (Recovery Rate Sheet) in the RFP document.

Question: Would you accept a phone call to be conferenced into your pre-proposal meeting?

Answer: In regards to questions, the preferred format is written format for questions (via email to Sherri.Sherman@harrisonburgva.gov) to ensure consistency. In regards to a pre-proposal meeting, there is not one required for this RFP.

All other requirements, terms and conditions of the RFP remain unchanged.

Addendum page must be signed and returned with your proposal to acknowledge receipt of this addendum.

Authorized Signature

By: Pat Hilliard, CPPB
Purchasing Agent