



Request for Proposals for Delinquent Ad Valorem Tax Collection Services for the City of Brownsville
Addendum No. 1

City of Brownsville
Purchasing Department

ADDENDUM # 1

**REQUEST FOR PROPOSALS
FOR DELINQUENT AD VALOREM
TAX COLLECTION SERVICES
FOR THE CITY OF BROWNSVILLE
R.F.P. # AVT-35-0612
ACKNOWLEDGEMENT OF RECEIPT**

Please fax this page upon receipt

Please fill in the requested information below as acknowledgment that *you have received the **Addendum # 1*** noted above. If your firm is interested in participating, this sheet must be completed and returned or faxed to:

Mr. Roberto C. Luna, Jr.
Purchasing and Contract Services Director
City of Brownsville - P.O. Box 911
City Hall 1001 E. Elizabeth St. First Floor, Suite 101
Brownsville, Texas 78520
Phone: (956) 548-6087 Fax: (956) 546-2711
Email: purchasing@cob.us

Name of Firm: _____

Address: _____

City, State _____ Zip: _____

Telephone Number: _____ Fax Number: _____

e-mail: _____

(☐) **YES**, Our Company does have an interest in responding.

(☐) **NO**, Our Company does not have an interest in responding.

Name: (Print) _____

Title: _____

Signature: _____

Date: _____



Request for Proposals for Delinquent Ad Valorem Tax Collection Services for the City of Brownsville
Addendum No. 1

ADDENDA: The undersigned hereby acknowledges receipt of the following addenda to the Specifications, all of the provisions and requirements of which Addenda have been taken into consideration in the preparation of the foregoing proposal.

1.- Changes have been made to the Specifications:

Original RFP Scheduled Dates:

PROPOSAL DUE DATE: April 18, 2012
PROPOSAL DUE TIME: 4:00 P.M.

Revised RFP Scheduled Dates:

PROPOSAL DUE DATE: April 20, 2012
PROPOSAL DUE TIME: 4:00 P.M.



Request for Proposals for Delinquent Ad Valorem Tax Collection Services for the City of Brownsville
Addendum No. 1

2.- Requested clarification information:

1. At the bottom of every page of the proposal there is Respondent's Initials _____.

a. Do the Respondent's Initials have to be hand signed or can they be typewritten?

RESPONSE: The respondents initials have to be Hand signed.

b. And whose initials go there, the company or the person signing the proposal?

RESPONSE: Signatures and initials shall be made by a company official authorized to sign off on documents.

2. On page 10, Question 2 of the proposal it asks for "Originals, 6 copies and an electronic (PDF one file only)" of the proposal.

a. Are you asking for only one Original?

RESPONSE: One original document, six copies and 1 electronic copy shall be included in the sealed envelope.

b. Do the six copies need to be hand signed or are they copies of the Original?

RESPONSE: The six copies can be copies of the original document.

c. Does the PDF file being submitted have to be a copy of the signed Original?

RESPONSE: Yes

d. Since it is a large file, do you want the PDF file to be submitted on a USB flash drive?

RESPONSE: USB OR CD/DVD media is fine.

What is the city's Delinquent Tax Collection Rate?

RESPONSE: The city's tax collection rate is 34 %

What is the total dollar value of accounts available for placement now by category, including any backlog?

Please see attachment for response

What is the total number of accounts available for placement now by category, including any backlog?

Please see attachment for response



Request for Proposals for Delinquent Ad Valorem Tax Collection Services for the City of Brownsville
Addendum No. 1

What is the average balance of accounts by category?

[Please see attachment for response](#)

What is the average age of accounts at placement (at time of award and/or on a going-forward basis), by category?

[Please see attachment for response](#)

What estimated or actual dollars were paid last year, last month, or last quarter to any incumbent(s)?

[Please see attachment for response](#)

What is the monthly or quarterly number of accounts expected to be placed with the vendor(s) by category?

[Please see attachment for response](#)

What is the monthly or quarterly dollar value of accounts expected to be placed with the vendor(s) by category?

[Please see attachment for response](#)

What has been the historical rate of return or liquidation rate provided by any incumbent(s), and/or what is anticipated or expected as a result of this procurement?

[Please see attachment for response](#)

If applicable, will accounts held by any incumbent(s) or any backlog be moved to any new vendor(s) as a one-time placement at contract start up?

[Please see attachment for response](#)

CBR -- CITY OF BROWNSVILLE														
	BEGINNING	MAINT	REFUND	BASE TAX	NSF	RECEIVABLE	P & I	COLL FEES	REFUND	REFUND	REFUND		TOTAL	
YEAR	TAX BALANCE	ADJ	ADJ	COLLECTED		TAX BALANCE	COLLECTED	COLLECTED	P & I/DISC	ATT FEE	INTEREST	DISCOUNT	COLLECTED	
1982	1,388.86	.00	.00	53.10	.00	1,335.76	187.44	36.08	.00	.00	.00	.00	276.62	
1983	1,705.43	29.34-	.00	119.57	.00	1,556.52	402.97	78.39	.00	.00	.00	.00	600.93	
1984	2,003.03	.00	.00	208.58	.00	1,794.45	671.49	132.01	.00	.00	.00	.00	1,012.08	
1985	1,340.91	61.20-	.00	84.57	.00	1,195.14	259.66	51.64	.00	.00	.00	.00	395.87	
1986	2,209.93	63.75-	.00	.00	.00	2,146.18	.00	.00	.00	.00	.00	.00	.00	
1987	6,369.31	72.72-	.00	352.99	.00	5,943.60	1,034.26	208.09	.00	.00	.00	.00	1,595.34	
1988	15,163.76	72.72-	.00	785.53	.00	14,305.51	2,117.28	299.28	.00	.00	.00	.00	3,202.09	
1989	15,760.39	551.21-	.00	810.48	.00	14,398.70	2,096.76	320.02	.00	.00	.00	.00	3,227.26	
1990	18,699.98	805.26-	.00	795.99	.00	17,098.73	2,027.58	423.54	.00	.00	.00	.00	3,247.11	
1991	21,166.03	1,369.24-	.00	275.34	.00	19,521.45	668.82	141.63	.00	.00	.00	.00	1,085.79	
1992	23,293.91	1,423.80-	.00	485.25	.00	21,384.86	1,109.39	239.19	.00	.00	.00	.00	1,833.83	
1993	31,236.06	1,640.07-	63.94	642.16	.00	29,017.77	1,234.57	268.46	9.59-	.00	.00	.00	2,071.66	
1994	31,110.28	1,646.72-	.00	750.72	.00	28,712.84	1,546.37	344.58	.00	.00	.00	.00	2,641.67	
1995	35,917.87	1,485.71-	.00	1,367.48	.00	33,064.68	2,635.51	600.45	.00	.00	.00	.00	4,603.44	
1996	44,300.31	1,857.41-	.00	1,576.86	31.28-	40,897.32	2,788.71	650.14	.00	.00	.00	.00	4,984.43	
1997	46,066.04	1,859.93-	.00	2,675.65	.00	41,530.46	4,481.15	1,040.23	.00	.00	.00	.00	8,197.03	
1998	83,260.93	1,776.97-	.00	5,654.33	.00	75,829.63	8,671.50	2,140.09	.00	.00	.00	.00	16,465.92	
1999	99,433.53	1,693.89-	.00	6,369.32	.00	91,370.32	9,086.67	2,315.27	.00	.00	.00	.00	17,771.26	
2000	114,549.25	2,146.08-	.00	6,696.92	.00	105,706.25	8,624.12	2,239.38	.00	.00	.00	.00	17,560.42	
2001	128,924.43	2,352.15-	.00	7,504.67	.00	119,067.61	8,879.66	2,403.19	.00	.00	.00	.00	18,787.52	
2002	164,946.77	3,138.13-	.00	11,178.74	.00	150,629.90	11,820.40	3,393.25	.00	.00	.00	.00	26,392.39	
2003	191,328.54	4,495.45-	.00	18,840.67	72.62-	168,065.04	17,580.16	5,379.95	.00	.00	.00	.00	41,728.16	
2004	239,864.00	6,617.69-	56.77	27,306.55	229.47-	206,226.00	22,105.18	7,253.42	35.20-	13.80-	.00	.00	56,329.91	
2005	291,732.72	6,301.64-	1,572.85	50,967.04	407.53-	236,444.42	31,887.08	11,656.25	145.88-	146.12-	.00	.00	92,237.99	
2006	423,102.29	8,015.32-	5,270.00	102,861.63	1,182.50-	318,677.84	55,541.67	22,581.63	199.93-	244.78-	.00	.00	174,087.72	
2007	669,066.30	8,958.96-	8,966.85	222,170.72	917.05-	447,820.52	99,524.59	46,948.90	257.84-	246.50-	.00	.00	358,255.97	
2008	1,219,006.92	11,758.24-	9,360.60	530,316.38	8,918.27-	695,211.17	175,247.04	102,002.16	170.51-	151.53-	.00	.00	788,964.67	
2009	3,005,252.59	43,400.00-	47,270.88	1,850,920.67	14,362.52-	1,172,565.32	378,159.11	260,725.61	389.50	396.32-	.00	289.56-	2,427,875.61	
ENTITY														
TOTL	6,928,200.37	113,593.60-	72,561.89	2,851,771.91	26,121.24-	4,061,517.99	850,389.14	473,872.83	429.45-	1,199.05-	.00	289.56-	4,075,432.69	
ALL YEAR COLLECTIONS										LESS ATTORNEY'S FEES				473,872.83
BEGINNING BALANCE				6,928,200.37										
MAINT ADJ.				113,593.60-										
ADJ. LEVY				6,814,606.77									1,199.05-	
BASE COLLECTED				2,851,771.91	P&I COLLECTED				850,389.14	TOTAL COLLECTIONS				3,602,758.91
REFUNDS				72,561.89-	REFUND P&I				429.45-					
NSF				26,121.24-	NET P&I COLLECTED				849,959.69	LESS COMMISSIONS				29,298.82
NET COLLECTED				2,753,088.78	NET COLLECTED W/P&I				3,603,048.47					
NET COLL/ADJ LEVY				40.3998 %	NET COLL/ADJ LEVY W/P&I				52.8724 %	TOTAL DISTRIBUTION TO ENTITY				3,573,460.09
GRTL	6,928,200.37	113,593.60-	72,561.89	2,851,771.91	26,121.24-	4,061,517.99	850,389.14	473,872.83	429.45-	1,199.05	.00	289.56-	4,075,432.69	

TXDIS4S

CAMERON COUNTY TAX OFFICE

FUND DISTRIBUTION REPORT

DATE 04/16/2012 TIME 14:35:14

PAGE 1

RECEIVABLE BALANCE 'R' REPORT

FROM 07/01/2009 TO 06/30/2010

YEAR FROM 0000 TO 2008

* TOTAL ALL FUNDS

#2

CBR	-- CITY OF BROWNSVILLE												
	BEGINNING	MAINT	REFUND	BASE TAX	NSF	RECEIVABLE	P & I	COLL FEES	REFUND	REFUND	REFUND		TOTAL
YEAR	TAX BALANCE	ADJ	ADJ	COLLECTED		TAX BALANCE	COLLECTED	COLLECTED	P & I/DISC	ATT FEE	INTEREST	DISCOUNT	COLLECTED
1982	1,814.34	173.69-	.00	251.79	.00	1,388.86	836.17	163.19	.00	.00	.00	.00	1,251.15
1983	2,149.49	229.04-	.00	215.02	.00	1,705.43	691.12	135.93	.00	.00	.00	.00	1,042.07
1984	2,553.98	238.08-	.00	312.87	.00	2,003.03	963.65	191.49	.00	.00	.00	.00	1,468.01
1985	1,891.86	357.77-	.00	193.18	.00	1,340.91	571.82	114.76	.00	.00	.00	.00	879.76
1986	2,783.83	394.65-	.00	179.25	.00	2,209.93	509.03	103.24	.00	.00	.00	.00	791.52
1987	6,876.44	327.76-	.00	179.37	.00	6,369.31	487.88	100.09	.00	.00	.00	.00	767.34
1988	16,016.07	366.94-	.00	485.37	.00	15,163.76	1,263.97	262.40	.00	.00	.00	.00	2,011.74
1989	16,942.41	391.00-	.00	791.02	.00	15,760.39	1,972.83	414.58	.00	.00	.00	.00	3,178.43
1990	19,848.17	444.95-	.00	703.24	.00	18,599.98	1,676.07	356.89	.00	.00	.00	.00	2,736.20
1991	22,600.50	690.45-	.00	744.02	.00	21,166.03	1,681.59	363.83	.00	.00	.00	.00	2,789.44
1992	25,097.22	871.40-	.00	931.91	.00	23,293.91	2,008.08	441.02	.00	.00	.00	.00	3,381.01
1993	33,802.60	1,534.89-	.00	1,031.65	.00	31,236.06	2,057.38	463.36	.00	.00	.00	.00	3,552.39
1994	35,148.49	1,660.83-	.00	2,377.38	.00	31,110.28	4,505.31	1,032.42	.00	.00	.00	.00	7,915.11
1995	40,218.56	1,780.26-	.00	2,520.43	.00	35,917.87	4,466.88	1,048.10	.00	.00	.00	.00	8,035.41
1996	49,916.07	2,110.93-	.00	3,504.83	.00	44,300.31	5,838.69	1,401.50	.00	.00	.00	.00	10,745.02
1997	53,659.86	2,767.21-	.00	4,826.61	.00	46,066.04	7,382.02	1,831.32	.00	.00	.00	.00	14,039.95
1998	91,456.21	3,398.99-	.00	4,796.29	.00	83,260.93	6,978.15	1,758.38	.00	.00	.00	.00	13,532.82
1999	111,921.95	6,146.85-	.00	6,341.57	.00	99,433.53	8,263.73	2,186.97	.00	.00	.00	.00	16,792.27
2000	128,883.72	6,032.45-	.00	8,302.02	.00	114,549.25	9,842.51	2,667.22	.00	.00	.00	.00	20,811.75
2001	146,722.91	6,295.73-	.00	11,524.81	22.06-	128,924.43	11,806.38	3,449.72	.00	.00	.00	.00	26,758.85
2002	188,364.43	5,422.69-	.00	18,151.37	156.40-	164,946.77	16,844.61	5,194.74	.00	.00	.00	.00	40,034.32
2003	226,113.73	5,461.88-	.00	29,372.63	49.32-	191,328.54	21,494.63	7,194.22	.00	.00	.00	.00	58,012.16
2004	297,682.06	2,199.30-	1,276.14	57,371.58	476.68-	239,864.00	34,083.67	12,424.14	6.96	.00	.00	.00	102,133.53
2005	378,662.82	592.33-	2,672.31	89,747.72	737.64-	291,732.72	46,576.09	18,960.70	114.14-	59.00-	.00	1.61-	151,699.81
2006	597,385.25	2,115.78	3,138.68	180,767.35	1,229.93-	423,102.29	75,717.00	35,838.56	141.03-	91.49-	.00	.00	287,721.78
2007	1,118,428.84	3,056.46	4,235.61	462,410.69	5,756.08-	669,066.30	152,192.81	88,804.49	217.38-	171.85-	.00	.00	693,027.07
2008	2,808,496.39	5,454.15-	13,113.81	1,620,264.17	23,115.04-	1,219,006.92	336,170.32	245,551.11	288.04-	183.07-	.00	67.82-	2,165,217.82

ENTITY

TOTL	6,425,438.20	50,171.98-	24,436.55	2,508,298.14	31,543.15-	3,922,947.78	756,882.39	432,454.37	753.63-	505.41-	.00	69.43-	3,640,326.73
ALL YEAR COLLECTIONS										LESS ATTORNEY'S FEES			432,454.37
BEGINNING BALANCE				6,425,438.20									
MAINT ADJ.				50,171.98-						ADD BACK AT FOR REFUNDS			505.41-
ADJ. LEVY				6,375,266.22									
BASE COLLECTED				2,508,298.14	P&I COLLECTED		756,882.39			TOTAL COLLECTIONS			3,208,377.77
REFUNDS				24,436.55-	REFUND P&I		753.63-						
NSF				31,543.15-	NET P&I COLLECTED		756,128.76			LESS COMMISSIONS			26,091.59
NET COLLECTED				2,452,318.44	NET COLLECTED W/P&I		3,208,447.20						
NET COLL/ADJ LEVY				38.4661 %	NET COLL/ADJ LEVY W/P&I		50.3265 %			TOTAL DISTRIBUTION TO ENTITY			3,182,286.18

GRTL	6,425,438.20	50,171.98-	24,436.55	2,508,298.14	31,543.15-	3,922,947.78	756,882.39	432,454.37	753.63-	505.41	.00	69.43-	3,640,326.73
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RECEIVABLE BALANCE 'R' REPORT

FROM 07/01/2008 TO 06/30/2009

YEAR FROM 0000 TO 2007

* TOTAL ALL FUNDS

CBR	-- CITY OF BROWNSVILLE		REFUND	BASE TAX	NSF	RECEIVABLE	P & I	COLL FEES	REFUND	REFUND	REFUND		TOTAL
YEAR	BEGINNING	MAINT	ADJ	COLLECTED		TAX BALANCE	COLLECTED	COLLECTED	P & I/DISC	ATT FEE	INTEREST	DISCOUNT	COLLECTED
	TAX BALANCE	ADJ											
1981	26.93	26.93-	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00	.00
1982	17,753.52	15,842.97-	.00	96.21	.00	1,814.34	310.55	61.01	.00	.00	.00	.00	467.77
1983	14,663.59	12,355.55-	.00	158.55	.00	2,149.49	497.85	98.46	.00	.00	.00	.00	754.86
1984	11,930.65	9,213.59-	.00	163.08	.00	2,553.98	492.50	98.34	.00	.00	.00	.00	753.92
1985	11,384.85	9,297.43-	.00	195.56	.00	1,891.86	564.68	114.04	.00	.00	.00	.00	874.28
1986	13,276.80	9,949.73-	.00	543.24	.00	2,783.83	1,483.02	303.93	.00	.00	.00	.00	2,330.19
1987	17,790.97	10,278.53-	.00	636.00	.00	6,876.44	1,648.00	342.61	.00	.00	.00	.00	2,626.61
1988	18,340.19	874.03-	.00	1,450.09	.00	16,016.07	3,630.62	762.09	.00	.00	.00	.00	5,842.80
1989	19,550.26	1,300.04-	.00	1,307.81	.00	16,942.41	3,120.29	664.26	.00	.00	.00	.00	5,092.36
1990	22,807.53	1,472.88-	.00	1,486.48	.00	19,848.17	3,368.83	728.31	.00	.00	.00	.00	5,583.62
1991	25,513.21	1,500.27-	.00	1,412.44	.00	22,600.50	3,031.55	666.59	.00	.00	.00	.00	5,110.58
1992	60,434.12	33,291.12-	.00	2,045.78	.00	25,097.22	4,139.80	927.85	.00	.00	.00	.00	7,113.43
1993	79,054.27	43,269.47-	.00	1,982.20	.00	33,802.60	3,767.23	862.42	.00	.00	.00	.00	6,611.85
1994	74,201.37	37,141.31-	.00	1,911.57	.00	35,148.49	3,383.34	792.49	.00	.00	.00	.00	6,087.40
1995	75,908.23	33,490.27-	.00	2,199.40	.00	40,218.56	3,518.66	845.28	.00	.00	.00	.00	6,563.34
1996	87,597.59	33,791.05-	.00	3,890.47	.00	49,916.07	5,417.41	1,383.75	.00	.00	.00	.00	10,691.63
1997	77,320.77	18,356.57-	.00	5,304.34	.00	53,659.86	7,045.16	1,839.77	.00	.00	.00	.00	14,189.27
1998	102,180.83	2,044.98-	.00	8,679.64	.00	91,456.21	10,408.25	2,848.12	.00	.00	.00	.00	21,936.01
1999	126,978.10	806.03-	.00	14,290.95	40.83-	111,921.95	16,085.54	4,510.53	.00	.00	.00	.00	34,846.19
2000	148,333.85	1,192.64-	.00	18,257.49	.00	128,883.72	18,030.03	5,349.97	.00	.00	.00	.00	41,637.49
2001	172,735.56	1,400.68-	.00	24,611.97	.00	146,722.91	21,929.60	6,930.91	.00	.00	.00	.00	53,472.48
2002	228,612.84	664.59	.00	41,408.33	495.33-	188,364.43	30,079.56	10,255.97	.00	.00	.00	.00	81,248.53
2003	284,602.51	2,014.21	310.44	61,672.71	859.28-	226,113.73	39,625.06	14,541.11	52.08-	23.86-	.00	.00	114,593.22
2004	400,290.57	1,977.19-	5,898.53	107,123.91	594.06-	297,682.06	56,981.41	23,324.01	46.93-	88.84-	.00	.00	180,800.97
2005	548,665.66	7,783.28-	9,133.41	177,180.62	5,827.65-	378,662.82	77,491.50	36,695.85	245.66-	116.94-	.00	9.47-	276,034.84
2006	1,042,432.66	19,310.36-	12,133.89	446,012.23	8,141.29-	597,385.25	147,143.75	86,420.78	145.91-	107.13-	.00	11.31-	659,037.23
2007	2,867,082.46	50,671.10-	44,706.67	1,784,974.12	42,284.93-	1,118,428.84	366,397.31	287,797.06	305.23-	580.86-	.00	11.56-	2,351,279.24

ENTITY

TOTL	6,549,469.89	353,959.20-	72,182.94	2,708,995.19	58,243.37-	3,616,941.81	829,591.50	489,165.51	795.81-	917.63-	.00	32.34-	3,895,580.11
ALL YEAR COLLECTIONS										LESS ATTORNEY'S FEES			489,165.51
BEGINNING BALANCE				6,549,469.89									
MAINT ADJ.				353,959.20-						ADD BACK AT FOR REFUNDS			917.63-
ADJ. LEVY				6,195,510.69									
BASE COLLECTED				2,708,995.19		P&I COLLECTED		829,591.50		TOTAL COLLECTIONS			3,407,332.23
REFUNDS				72,182.94-		REFUND P&I		795.81-					
NSF				58,243.37-		NET P&I COLLECTED		828,795.69		LESS COMMISSIONS			27,709.55
NET COLLECTED				2,578,568.88		NET COLLECTED W/P&I		3,407,364.57					
NET COLL/ADJ LEVY				41.6200 %		NET COLL/ADJ LEVY W/P&I		54.9973 %		TOTAL DISTRIBUTION TO ENTITY			3,379,622.68

GRTL	6,549,469.89	353,959.20-	72,182.94	2,708,995.19	58,243.37-	3,616,941.81	829,591.50	489,165.51	795.81-	917.63	.00	32.34-	3,895,580.11
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Request for Proposals for Delinquent Ad Valorem Tax Collection Services for the City of Brownsville
Addendum No. 1

Submitted,

(Name of Bidder)

(Signature)

(Print)

Date

END OF ADDENDUM 1