

**COUNTY OF UNION, ILLINOIS**

**REQUEST FOR PROPOSALS**

**FOR**

**DEBT COLLECTION SERVICES**

Issue Date: 12/19/2017

Submittal Date: 1/24/2018

Contact Person:

Tyler R. Edmonds  
Union County State's Attorney  
309 West Market Street, Rm 239  
Jonesboro, Illinois 62952  
Telephone: 618-833-7216

## **DEBT COLLECTION SERVICES**

### **Overview**

The County of Union, Illinois (the "County") is issuing this Request for Proposals (the "RFP") for debt collection services including the collecting of delinquent accounts on criminal and traffic matters owed through the Circuit Court of Union County.

Sealed proposals will be received by the County until Wednesday, the 24th day of January, 2018 at noon in the Union County State's Attorney's Office.

Questions may be directed to the Union County State's Attorney at (618) 833-7216.

*The County reserves the right to reject any and all proposals received pursuant to this RFP and to waive or not waive any informalities or irregularities in proposals or proposal procedures, and to accept or further negotiate cost, terms or conditions of any proposal determined by the County to be in the best interests of the County even though not the lowest cost proposal.*

### **Mandatory Requirements**

A response to this RFP must be **sealed** and must include the following:

- (1) A cover letter designating the name, address, and telephone number of the person or persons available for contact concerning the proposal.
- (2) A general description of services to be provided, the terms of delivery and service, and term of agreement. A proposed Agreement may be submitted, but is not required.
- (3) Other items the proposer wishes to have considered.
- (4) References.

### **Evaluation Criteria**

In determining the most favorable proposal the County shall consider the following:

- (1) Ability to provide the required services.
- (2) Pricing.
- (3) References.
- (4) Prior knowledge or prior dealings of the agency, as the knowledge or dealings relate to official business of the County.

(5) Availability of support services.

(6) Any other information and/or factors that the County considers relevant.