ADDENDUM #1

Collection Services II

#18-015-RFP-0010-1

January 9, 2018

1815 Egbert Avenue
San Francisco, CA 94124
ADDENDUM #1

Proposers are hereby informed that Solicitation #18-015-RFP-0010-1 is modified, corrected and/or supplemented as follows. All other aspects of Solicitation #18-015-RFP-0010-1 remain the same:

**Question and Answers:**

1) **QUESTION:** Please confirm the due date for this procurement is 1/17/2018.
   **ANSWER:** The deadline to submit a response is 01/17/18 at 2:00 PM.

2) **QUESTION:** What is the reasoning behind cancelling RFP #18-015-RFP-0010 due December 1, 2017?
   **ANSWER:** The reason Solicitation #18-015-RFP-0010 was cancelled was because it did not receive the minimum number of responses (three) required for it to be a competitive solicitation.

3) **QUESTION:** What collection agency(ies) are you currently using?
   **ANSWER:** No collection agencies are being used at this time.

4) **QUESTION:** What is the current commission rate contracted with your current collection agencies?
   **ANSWER:** N/A since the Authority doesn’t use a collection service. There is no current rate.

5) **QUESTION:** What is the overall volume of accounts (number of accounts and total dollars) that you anticipate referring to the contracted vendor for collections?
   **ANSWER:** Unknown at this time.

6) **QUESTION:** If the contract is awarded to a different vendor than currently contracted, will you be recalling the accounts previously listed to the current vendor and forwarding those accounts to the new vendor?
   **ANSWER:** N/A since there is no current vendor.

7) **QUESTION:** If yes, what is the overall volume of these accounts (number of accounts and total dollars), that you anticipate would be referred for collections?
   **ANSWER:** See answer to Question #6

8) **QUESTION:** What is the average age and balance of the accounts you will refer for collections?
   **ANSWER:** The debt to be collected is within 3 years (maximum 4 years) and the average balance varies greatly.
9) **QUESTION:** What is the age of the oldest accounts you will refer for collections?  
**ANSWER:** See answer to Question #8

10) **QUESTION:** How many agencies will you be awarding to for this contract?  
**ANSWER:** As stated in the solicitation, “The Authority intends to contract with one Contractor for its Collection Service needs, but reserves the right to make multiple awards if it is advantageous to the Authority.”

11) **QUESTION:** What historical recovery percentages have been achieved by the current contractor(s) and for what time period?  
**ANSWER:** N/A

Please acknowledge this addendum by signing below and including this addendum in your submission package. Failure to acknowledge this addendum in your proposal may cause for proposal rejection.

___________________________________________ ______________________
Signature Date