

# TOWN OF PALM BEACH

Information for Town Council Meeting on: September 13, 2018

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To: Mayor and Town Council

Via: Kirk W. Blouin, Town Manager

From: Darrel Donatto, Fire Rescue Chief

Re: Contract Extension to Applied Business Services d/b/a Security Collection Agency to  
Provide Billing Account Collection Services  
Resolution No. 173-2018

Date: August 21, 2018

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## **STAFF RECOMMENDATION**

Staff recommends that the Town Council approve Resolution No. 173-2018 authorizing a twelve-month extension of the contract with Applied Business Services d/b/a Security Collection Agency (ABS/SCA) to provide billing account collection services.

## **GENERAL INFORMATION**

The initial contract awarded on October 13, 2015 in response to RFP No. 2015-30 was for two years. The RFP allows for extension of the contract for three additional 12-month periods upon mutual agreement of the parties. This request is for the second extension of this contract.

Both the Fire-Rescue Department and ABS/SCA are mutually agreeable to renewing the contract for an additional 12-month period with the same terms, conditions, and fees as the original contract.

## **FUNDING/FISCAL IMPACT**

Extension of this contract will be with the same terms, conditions, and fees. There will be no change in funding/fiscal impact.

## **PURCHASING REVIEW**

This item was reviewed by the Purchasing Division and approved as recommended.

## **TOWN ATTORNEY REVIEW**

The proposed resolution was reviewed by the Town Attorney and approved for legal form and sufficiency.

## Attachments

cc: Dean Mealy, Purchasing Manager  
Jane Le Clainche, Finance Director  
John C. Randolph, Town Attorney  
Darrel Donatto, Fire Rescue Chief