



## City of Yakima/Yakima County Purchasing



July 30, 2015

ATTENTION: All Proposers  
SUBJECT: **RFP No. C11504-P Professional Debt Collection Services for County Courts, Probation Services, and Contracted Municipal Courts**

### **Addendum No. 4**

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#### **Answers to Questions Received:**

#### **Under Section V – Mandatory Proposal Requirements**

1. Question: Of the 2,237 Judgments included in numbers on Section B Scope & Objectives what is the dollar value of these judgments and what Court are they associated with?

**Answer: As of today the dollar value of the judgments is \$1,117,701.46.**

2. Question: Will the mandatory two (2) full-time employees required to work on-site at Yakima Court have desks, chairs, telephones and other items needed in order to conduct their duties?

**Answer: These items are in place and would be provided. The only item currently provided by the current contractor is a printer, however there is a community printer in the office they can use.**

3. Question: Will the mandatory two (2) full-time employees required to work on-site at Yakima Court perform only Contractors tasks, duties, etc. for this contract or will they be required to perform task, duties, etc. for the Yakima Court system unrelated to the Contractors responsibilities?

**Answer: All tasks are associated pre-collection, including, but not limited to Timepay agreements, account balance questions, financial applications, mail returns, and transfer of accounts to full collection.**

4. Question: What printers (give specific printer names, model numbers, etc.) are currently used and that are connected to current work stations and what program are they connected to (name of software vendor, type of computer)?

**Answer: The printer provided by the current contractor is an HP general all-in-one. It is connected to a Dell 9020 computer.**

5. Question: What is the amount of the rental fee for the work stations required for the two (2) full-time employees stationed at the Yakima Court house?

**Answer: a. the rate per square foot is \$12.50/sq ft.**

- i. Probation – 127 sq ft = \$1,587.50**
- ii. District Court – 127 sq ft = \$1,587.50**

Please be sure to acknowledge all addenda on page 2 of the RFP specifications.

If any RFP's have already been received they will be kept by the Yakima County Board of County Commissioners, unopened, and held for the new opening date. All bid specifications and addenda can be viewed on our website at:

<http://www.yakimawa.gov/services/purchasing/openings/>

If you have any questions, please contact me at (509) 576-6787 or colleen.bailey@yakimawa.gov. I apologize for any inconvenience this addendum may have caused you.

Sincerely,

Colleen Bailey, CPPO, CPPB  
Buyer II

Cc: file