

**REQUEST FOR PROPOSALS
FOR QUALIFICATIONS DELINQUENT
UTILITY BILLS AND MUNICIPAL FINES AND FEES
PUBLIC NOTICE**

The City of Ballinger seeks to contract with one company to collect outstanding Utility, Bills, and Municipal Court Fines and Fees.

Accordingly, the City of Ballinger is seeking qualifications from Collection Agency, the proposal must clearly demonstrate its ability to provide immediate and consistent efforts in collections and provide a timely return of the dollars collected. The Agency must be willing to be attentive and responsive to inquiries and requirements of the City's municipal court staff and other officials. Please submit by mail or delivery your proposal of services and a statement of qualification for these proposed services to the address below:

**Bonita Shields, City Secretary
City of Ballinger
700 Railroad Ave
P.O. Box 497
Ballinger, TX 76821**

Proposals must be received by the City no later than 5:00 p.m. on December 14, 2018 to be considered. The City reserves the right to negotiate with any and all Individuals or firms that submit proposals, as per the Texas Professional Services Procurement Act and the Uniform Grant and Contract Management Standards. Section 3 Residents and Business Concerns. Minority Business Enterprises, Small Business Enterprises and Women Business Enterprises are encouraged to submit proposals.

The City of Ballinger is In Equal Opportunity Employer and supports Equal Opportunity Housing.