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May 27, 2016

Mr. Jim Owczarski, City Clerk
City Clerk's Office
200 East Wells Street, Room 205

Re: Resolution to Extend Contract for the Collection of
City Receivables

Dear Mr. Owczarski:

Enclosed is a draft resolution that would authorize this office to extend the contract for the collection of City receivables, currently with the Kohn Law Firm, for an additional year, until December 31, 2017, for the reasons set forth below.

The current five-year contract expires at the end of 2016. The contract encompasses, in large part, the collection of City real property and personal property taxes, but also includes the collection of other City debts such as property damage and uninsured motorist claims. Without an extension, our office would have to write the contract specifications this summer and begin advertising for proposals in September.

The Treasurer's office is in the process of developing and implementing a new computer system, which will first be used to produce the December 2017 Combined Tax Bills. As the project progresses during 2016 and 2017, there will be changes and refinements to the system. Thus, it would not be practical to develop contract specifications and ask for proposals until the summer of 2017; any contract specifications drafted now might have to be significantly changed next year.

In addition, the Common Council has established a Debt Collection Work Group, with the mission to study and recommend new tools and approaches to recouping monies owed to the City. This extension will enable our office to include the work group's recommendations in the specifications.



Mr. James Owczarski
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We will endeavor to obtain a rate for the extended period which is the same or more favorable as the current rates.

Very truly yours,

GRANT F. LANGLEY
City Attorney

KATHRYN Z. BLOCK
Assistant City Attorney

GFL:bal
Enc.

c: Ald. Terry L. Witkowski
Ald. Ashanti Hamilton
Jim Klajbor

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