

**County of Kane**  
**PURCHASING DEPARTMENT**  
**KANE COUNTY GOVERNMENT CENTER**

719 S. Batavia Avenue, Bldg. A.  
Geneva, Illinois 60134

Telephone: (630) 232-5929  
Fax: (630) 208-5107



January 29, 2019

**PROCUREMENT SYNOPSIS**

<b>Requesting Department:</b>	Treasurer Office	<b>Procurement Name:</b>	RFP 05-019 Tax Bills
<b>Recommended Vendor:</b>	J.P. Morgan Chase & LRDS System and Forms		

**NOTIFICATION AND RESPONSE**

Public Notices: • County of Kane's Web site • Tribune Publishing (Aurora Beacon News)

Advertising Date:	January 7, 2019	Notices sent/Plan Holders:	40/23
Proposal Due Date:	January 23, 2019	Proposal Received:	7

**PURPOSE**

To establish a contract for lock box services (collection) and the complete distribution (printing and mailing) of the Kane County property tax bills. This is a four (4) year service contract (2019-2022).

The Treasurer Office evaluated all proposals per specification and scored them based on the criteria important to the lock box collection and distribution of Kane County property tax bill, and determined that J.P Morgan Chase and LRD System & Forms are the most qualified and responsive to the RFP.

Selection Criteria: • Cost = 25% • Qualifications/Approach = 30% • Experience/Capacity with desired services/support = 20% • RFP Compliance/References = 10% • Equipment/Services = 15%

**BID TABULATION**

VENDOR	SECTION A Distribution Cost	SECTION B Lox Box Collection	TOTAL AVERAGE EVALUATED SCORES	
<b>J.P. Morgan Chase Bank, Chicago, IL</b>	N/A	(1)	<b>97.33%</b>	
Busey Bank/First Tech, Champaign, IL	N/A	(1)	65.33%	
MB Financial, St. Charles, IL	N/A	(1)	59.67%	
Associated Bank Corp, Crystal Lake, IL	N/A	(1)	59.00%	
Wintrust/St. Charles Bank&Trust, St. Charles, IL	N/A	(1)	15.00%	
<b>LRD Systems &amp; Forms, Woodstock, IL</b>	<b>\$29,088.08</b>	<b>N/A</b>	<b>\$29,088.08</b>	<b>100.00%</b>
The Master Touch's LLC, Spokane, WA	\$32,934.00	N/A	\$32,934.00	87.33%

(1) Cost of service will be offset by Compensating Balance.

Base on vendor's qualification, experience, offer per scope of services, service fee, and proposal compliance, staff recommends awarding the contract to J.P Morgan Chase of Chicago, IL for Tax Bills lock box collection and LRD Systems and Forms of Woodstock, IL for printing and distribution, pending Treasurer Office's approval.

Submitted By:  
*Tim Keovongsak, CPPB, Buyer III*  
Kane County Purchasing Department

## **RFP 05-019 Tax Bills - Result Tabulation**

### *Evaluation & Scoring Summary*

<b><u>Vendor</u></b>	Propose Cost in relation to Service Provided - 25%	Qualifications & Capacity in all aspect to perform contract requirements - 30%	Experience and Understanding of the Project & Engagement - 20%	Equipment, Staff & Solutions to specified service program - 15%	References - 10%	<b>Total Average Score</b>	<b>Recommended for Awarding of Contract</b>
<b><i>JP Morgan Chase</i></b>	<b>23.33%</b>	<b>30.00%</b>	<b>20.00%</b>	<b>14.00%</b>	<b>10.00%</b>	<b>97.33%</b>	<b><i>JP Morgan Chase - Lockbox &amp; Collection</i></b>
Busey Bank/FistTech	15.00%	22.00%	13.33%	9.00%	6.00%	65.33%	
MB Financial Bank	25.00%	10.00%	10.67%	10.00%	4.00%	59.67%	
Associated Bank Corp	8.33%	24.00%	14.67%	4.00%	8.00%	59.00%	
Wintrust Commercial Banking/St. Charles Bank & Trust	15.00%	0.00%	0.00%	0.00%	0.00%	15.00%	
<b><i>LRD Systems &amp; Form</i></b>	<b>25.00%</b>	<b>30.00%</b>	<b>20.00%</b>	<b>15.00%</b>	<b>10.00%</b>	<b>100.00%</b>	<b><i>LRD - Printing &amp; Mailing</i></b>
The Master's Touch	18.33%	30.00%	20.00%	9.00%	10.00%	87.33%	