



**DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
ACTION AGENDA
January 17, 2024**



SUPPLEMENTAL

*Contact: Jesse Lawyer 410-767-4036
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**36-S. SERVICES CONTRACT
*Department of Budget and Management, Central Collections Unit***

Contract ID: Process Server Services - Statewide
ADPICS No.: F10B4600012

Contract Description: Process Server Services Statewide for the Central Collections Unit.

Award: ABC Legal Services, LLC; Seattle, WA

Contract Term: 01/18/2024 - 01/17/2029

Amount: \$ 3,965,850 NTE

Procurement Method: Competitive Sealed Bidding

Bids:

<i>Bidders</i>	<i>Amounts</i>
ABC Legal Services, LLC, Seattle WA	\$ 3,965,850
Legal Papers, Inc., Towson, MD	\$ 5,647,750

Living Wage Eligible: Yes

Performance Security: No

MBE/VSBE Participation: 0% / 0%

Incumbent: Same

Requesting Agency Remarks: A notice of availability of an Invitation for Bids (IFB) was posted on eMaryland Marketplace Advantage on July 26, 2023, electronically notifying 123 potential vendors. Two bids were received and opened on August 24, 2023. ABC Legal Services, LLC has been found responsible and its bid responsive. The bid pricing has been confirmed.

This contract provides a private process server Statewide through Routine Service and the Use of Affidavits in accordance with Maryland Rules. The Central Collections Unit (CCU) is responsible for collecting certain delinquent accounts on behalf of State agencies. Accounts that remain unpaid and require legal action are referred to the Office of the Attorney General (OAG) for filing of suits in the various Circuit and District courts throughout Maryland. Initial service of process is attempted by certified mail by the Clerk's office.



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36-S. SERVICES CONTRACT (cont'd)

Remarks (cont'd):

If the Clerk's office is unsuccessful and the party or other individual's address appears accurate, the OAG may attempt certified mail. Occasionally, the Sheriff's Office is used. If the home or work address appears accurate, the OAG and CCU will reissue the pleadings to have them served privately. ABC Legal Services, LLC will be paid a fixed unit price for each service.

No MBE or VSBE participation was included due to the limited number of certified MBE firms in this category of work. Three firms were contacted. Two in fact did not perform process serving services. One performed security services only, and the other pest control. The third firm was directly solicited but did not respond to the solicitation.

Fund Source: 100% Special Funds (Collection Fees)

Approp. Code: F10A01.03

Resident Business: No

MD Tax Clearance: 23-3687-0111

This Item was withdrawn as Item 21-S from the 01/03/2024 DGS Agenda.

BOARD OF PUBLIC WORKS

THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION