



EVERGREEN PROFESSIONAL RECOVERIES, INC.

12100 NE 195th St. Suite 125 Bothell, WA 98011

800-241-1305

July 22, 2022

Jefferson Parish Purchasing Department
200 Derbigny Street
General Government Building, Suite 4400
Gretna, LA 70053
Donna Reamey Dreamey@jeffparish.net

Re: Bid No 50-00138565

Dear Ms. Reamey & Associates

Throughout Evergreen's 35 years in business, our collection methodologies have progressively grown to keep pace with the changing environment, developing technology, and evolving marketplace. The following proposal outlines your Mandatory requirements, and the many ways Evergreen can meet and exceed your expectations. Evergreen's experience in varied industry segments coupled with our team-oriented structure enables us to rapidly transform to accommodate changing client requirements and the complex needs of government entities.

Evergreen has read and understands all sections of the request for proposal as well as Addendum No 1 and submits responses in a succinct format including important features for ease of reading and evaluation. We attest that we are compliant with all terms and conditions as required by the LFDCA and FDCA . Evergreen has the flexibility to adapt to virtually any desirable feature not specifically addressed in this RFP. We are happy to supply any additional information required to assist you in your decision-making process.

Thank you for the opportunity of submitting our response to your request for proposal. We look forward to taking the next steps in your process.

Sincerely,

A handwritten signature in black ink, appearing to read 'Monica Severtsen', written in a cursive style.

Monica Severtsen
President
Evergreen Professional Recoveries, Inc.



Bid Number 50-00138565

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All Public Work Projects are required to use the Louisiana Uniform Public Work Bid Form

All prices must be held firm unless an escalation provision is requested in this bid. Jefferson Parish will allow one escalation during the term of the contract, which may not exceed the U.S. Bureau of Labor Statistics National Index for all Urban Consumers, unadjusted 12 month figure. The most recently published figure issued at the time an adjustment is requested will be used. A request must be made in writing by the vendor, and the escalation will only be applied to purchases made after the request is made.

Are you requesting an escalation provision?

YES _____ NO x

MAXIMUM ESCALATION PERCENTAGE REQUESTED _____ %

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF _____.

For the purposes of comparison of bids when an escalation provision is requested, Jefferson Parish will apply the maximum escalation percentage quoted by the bidder to the period to which it is applied in the bid. The initial price and the escalation will be used to calculate the total bid price. It will be assumed, for comparison of prices only, that an equal amount of material or labor is purchased each month throughout the entire contract.

DELIVERY: FOB JEFFERSON PARISH

INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES

 N/A **LOUISIANA CONTRACTOR'S LICENSE NO.: (if applicable)** _____**THIS SECTION MUST BE COMPLETED BY BIDDER:**FIRM NAME: Evergreen Professional RecoveriesADDRESS: 12100 NE 195th St Suite 125CITY, STATE: Bothell, WAZIP: 98011TELEPHONE: (425) 939-1270FAX: (425) 402-3142EMAIL ADDRESS: m.severtsen@everprof.com

In the event that addenda are issued with this bid, bidders MUST acknowledge all addenda on the bid form. Bidder must acknowledge receipt of an addendum on the bid form by placing the addendum number as indicated. Failure to acknowledge any addendum on the bid form will result in bid rejection.

Acknowledge Receipt of Addenda: NUMBER: 1 JPP-50-00138565-1

NUMBER: _____

NUMBER: _____

NUMBER: _____

TOTAL PRICE OF ALL BID ITEMS: \$ 2,000,000AUTHORIZED SIGNATURE: Monica Severtsen

Printed Name

TITLE: President

SIGNING INDICATES YOU HAVE READ AND COMPLY WITH THE INSTRUCTIONS AND CONDITIONS.

NOTE: All bids should be returned with the BID NUMBER and BID OPENING DATE indicated on the outside of the envelope submitted to the Purchasing Department.

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00138565

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	1.00	ONLY	<p>TWO YEAR CONTRACT TO PROVIDE DEBT COLLECTION SERVICES TO THE PARISH FOR VARIOUS DEPARTMENTS.</p> <p>0010 COLLECTING OF OUTSTANDING DEBT FOR VARIOUS DEPARTMENTS ACROSS JEFFERSON PARISH</p> <p>ENTER YOUR COLLECTION FEE PERCENT BELOW <u>20</u> %</p>		

CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF
Evergreen Professional Recoveries
INCORPORATED.

AT THE MEETING OF DIRECTORS OF Evergreen Professional Recoveries
INCORPORATED, DULY NOTICED AND HELD ON July 19, 2022,
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT
WAS:

RESOLVED THAT Monica Severtsen, BE AND IS HEREBY
APPOINTED, CONSTITUTED AND DESIGNATED AS AGENT AND ATTORNEY-IN-
FACT OF THE CORPORATION WITH FULL POWER AND AUTHORITY TO ACT ON
BEHALF OF THIS CORPORATION IN ALL NEGOTIATIONS, BIDDING, CONCERNS
AND TRANSACTIONS WITH THE PARISH OF JEFFERSON OR ANY OF ITS AGENCIES,
DEPARTMENTS, EMPLOYEES OR AGENTS, INCLUDING BUT NOT LIMITED TO, THE
EXECUTION OF ALL BIDS, PAPERS, DOCUMENTS, AFFIDAVITS, BONDS, SURETIES,
CONTRACTS AND ACTS AND TO RECEIVE ALL PURCHASE ORDERS AND NOTICES
ISSUED PURSUANT TO THE PROVISIONS OF ANY SUCH BID OR CONTRACT, THIS
CORPORATION HEREBY RATIFYING, APPROVING, CONFIRMING, AND ACCEPTING
EACH AND EVERY SUCH ACT PERFORMED BY SAID AGENT AND ATTORNEY-IN-
FACT.

I HEREBY CERTIFY THE FOREGOING TO BE
A TRUE AND CORRECT COPY OF AN
EXCERPT OF THE MINUTES OF THE ABOVE
DATED MEETING OF THE BOARD OF
DIRECTORS OF SAID CORPORATION, AND
THE SAME HAS NOT BEEN REVOKED OR
RESCINDED.



SECRETARY-TREASURER

July 25, 2022

DATE

AFFIDAVIT

PARISH/COUNTY OF King

(Choose A or B, if option A is indicated please include the required attachment):

Choice B ^x there are **NO** campaign contributions made which would require disclosure under Choice A of this section.

Debt Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A _____ Attached hereto is a list of all debts owed by the affiant to any elected or appointed official of the Parish of Jefferson, and any and all debts owed by any elected or appointed official of the Parish to the Affiant.

Choice B x There are **NO** debts which would require disclosure under Choice A of this section.

Affiant further said:

That Affiant has employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project or in securing the public contract were in the regular course of their duties for Affiant; and

[The remainder of this page is intentionally left blank.]

That no part of the contract price received by Affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project were in the regular course of their duties for Affiant.




Signature of Affiant

Monica Severtsen

Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 25 DAY OF July, 2022.



Notary Public

PATRICIA M. RICHERT

Printed Name of Notary

67199

Notary/Bar Roll Number



My commission expires 01-29-2023.



CERTIFICATE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY)

03/16/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

PRODUCER Aon Risk Services Central, Inc. 5600 W 83rd St. 8200 Tower Ste 1100 Minneapolis MN 55437-3844		CONTACT NAME: CIAI PHONE (A/C, No, Ext): (952) 926-6547 FAX (A/C, No): (952) 928-3837 E-MAIL ADDRESS: collectorsinsurance@acainternational.org PRODUCER CUSTOMER ID: 00000763	
INSURED EVERGREEN PROFESSIONAL RECOVERIES INC 12100 NE 195TH #125 BOTHILL WA 98011		INSURER(S) AFFORDING COVERAGE INSURER A: QBE Insurance Corporation INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 39217	

COVERAGES**CERTIFICATE NUMBER:** 10042377**REVISION NUMBER:**

LOCATION OF PREMISES / DESCRIPTION OF PROPERTY (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	COVERED PROPERTY	LIMITS
	PROPERTY					
	CAUSES OF LOSS	DEDUCTIBLES			BUILDING	\$
	BASIC	BUILDING			PERSONAL PROPERTY	\$
	BROAD	CONTENTS			BUSINESS INCOME	\$
	SPECIAL				EXTRA EXPENSE	\$
	EARTHQUAKE				RENTAL VALUE	\$
	WIND				BLANKET BUILDING	\$
	FLOOD				BLANKET PERS PROP	\$
					BLANKET BLDG & PP	\$
						\$
						\$
	INLAND MARINE	TYPE OF POLICY				\$
	CAUSES OF LOSS					\$
	NAMED PERILS	POLICY NUMBER				\$
						\$
A	<input checked="" type="checkbox"/> CRIME	ADC01355-06	04/01/2022	04/01/2023	<input checked="" type="checkbox"/> Employee Theft	\$ 1,000,000
	TYPE OF POLICY					\$
						\$
	BOILER & MACHINERY / EQUIPMENT BREAKDOWN					\$
						\$
						\$
						\$

SPECIAL CONDITIONS / OTHER COVERAGES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Aon Risk Services Central, Inc.

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/16/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Collectors Insurance Agency, Inc. 3200 Courthouse Lane Eagan MN 55121		CONTACT NAME: CIAI PHONE (A/C, No, Ext): (952) 926-6547 FAX (A/C, No): (952) 928-3837 E-MAIL ADDRESS: collectorsinsurance@acainternational.org	
INSURED Evergreen Professional Recoveries Inc PO Box 666 Bothell WA 98041-0666		INSURER(S) AFFORDING COVERAGE INSURER A: Depositors Ins Company INSURER B: AMCO Insurance Company INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 42587 19100	

COVERAGES

CERTIFICATE NUMBER: 10042377

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:	Y	ACBP0D7196086953	04/01/2022	04/01/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ EXCLUDED GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000 \$
	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below					PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
		N/A				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

IT IS AGREED THAT ALASKA USA FEDERAL CREDIT UNION IS INCLUDED AS ADDITIONAL INSURED AS RESPECTS TO THE WORK PERFORMED IN ACCORDANCE WITH THE PROVISIONS OF THE POLICY FORM.

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Justin Wanda



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/03/2022

PRODUCER

Integrity First Insurance, Inc.
9755 Dogwood Road Suite 140
Roswell, GA 30075
O: (770) 587-4595 F: (770) 587-2440

THIS CERTIFICATION IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED

Evergreen Professional Recoveries, Inc.
12100 NE 195th Street, Suite 325
Bothell, WA 98006

INSURERS AFFORDING COVERAGE**NAIC #**

INSURER A: Great American Ins Co 41858
INSURER B:
INSURER C:
INSURER D:
INSURER E:

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR/ADD'L LTR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
GENERAL LIABILITY					EACH OCCURRENCE \$
COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$
CLAIMS MADE <input type="checkbox"/> OCCUR <input type="checkbox"/>					MED EXP (Any one person) \$
					PERSONAL & ADV INJURY \$
					GENERAL AGGREGATE \$
GEN'L AGGREGATE LIMIT APPLIES PER:					PRODUCTS - COMP/OP AGG \$
POLICY <input type="checkbox"/> PRO- JECT <input type="checkbox"/> LOC <input type="checkbox"/>					\$
AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$
ANY AUTO					BODILY INJURY (Per person) \$
ALL OWNED AUTOS					BODILY INJURY (Per accident) \$
SCHEDULED AUTOS					PROPERTY DAMAGE (Per accident) \$
HIRED AUTOS					
NON-OWNED AUTOS					
GARAGE LIABILITY					AUTO ONLY - EA ACCIDENT \$
ANY AUTO					OTHER THAN EA ACC \$
					AUTO ONLY: AGG \$
EXCESS/UMBRELLA LIABILITY					EACH OCCURRENCE \$
<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE					AGGREGATE \$
					\$
DEDUCTIBLE					\$
RETENTION \$					\$
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					WC STATU- TORY LIMITS OTH- ER
ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?					E.L. EACH ACCIDENT \$
If yes, describe under SPECIAL PROVISIONS below					E.L. DISEASE - EA \$
					E.L. DISEASE - POLICY LIMIT \$

A OTHER Errors & Omissions MPLE 248907 05/01/2022 05/01/2023 \$1,000,000 per claim and aggregate

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

CERTIFICATE HOLDER**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Ben Roth

ACORD 25 (2001/08)

© ACORD CORPORATION 1988

Clear All

IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/05/2022

PRODUCER Integrity First Insurance, Inc. 9755 Dogwood Road Suite 140 Roswell, GA 30075 O: (770) 587-4595 F: (770) 587-2440	THIS CERTIFICATION IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
	INSURERS AFFORDING COVERAGE	NAIC #
INSURED Evergreen Professional Recoveries, Inc. 12100 NE 195th Street, Suite 325 Bothell, WA 98006	INSURER A: Hiscox Inc Co	10022
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
		GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$
		EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA \$ E.L. DISEASE - POLICY LIMIT \$
A		OTHER Cyber	MPL1948591.22	05/10/2022	05/10/2023	\$500,000 privacy & cyber liability

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

CERTIFICATE HOLDER	CANCELLATION
	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.
	AUTHORIZED REPRESENTATIVE

IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

**Insurance Declaration Affidavit
Automotive**

AFFIDAVIT

STATE OF WA

PARISH/COUNTY OF King

BEFORE ME, the undersigned authority, personally came and appeared, Monica Severtsen, (Affiant) who after being duly sworn, deposed and said that he/she is the fully authorized Agent/President of Evergreen Professional Recoveries (Entity), the party who submitted a Proposal/Contract/Bid/RFP/SOQ No. 50-00138565, to Jefferson Parish.

Affiant further said:

- (1) That entity does not own automobiles or use automobiles in the furtherance of the services provided under the contract.
- (2) That if the entity obtains automobiles or begins to use automobiles in the furtherance of the services provided under the contract, affiant will notify Jefferson Parish and obtain the proper coverage.



Signature of Affiant

Monica Severtsen

Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 25 DAY OF July, 2022.



Notary Public

PATRICIA RICHERT

Printed Name of Notary

67199

Notary/Bar Roll Number

My commission expires 01-29-2023



Updated: 05.28.14

**Insurance Declaration Affidavit
Worker's Compensation**

AFFIDAVIT

STATE OF WA
PARISH/COUNTY OF King

BEFORE ME, the undersigned authority, personally came and appeared,
Monica Severtsen, (Affiant) who after being duly sworn, deposed and said that he/she
is the fully authorized Agent/President of Evergreen Professional Recoveries (Entity), the
party who submitted a Proposal/Contract/Bid/RFP/SOQ No. 50-00138565, to Jefferson Parish.

Affiant further said:

- (1) That affiant has no employees in which Worker's Compensation Insurance is required pursuant to state law.
- (2) That if affiant hires employees such that they would be required under state law to obtain Worker's Compensation Insurance, affiant will notify Jefferson Parish and obtain the proper coverage.



Signature of Affiant

Monica Severtsen

Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 25 DAY OF July, 2022.



Notary Public

PATRICIA RICHERT

Printed Name of Notary

67199

Notary/Bar Roll Number

My commission expires 01-29-2023



Updated: 05.28.14

EXPERIENCE

Evergreen Professional Recoveries “EPR” has been in business for over 34 years. In the early 1980’s, founder Ken Ross finished a tour with the US Army and found work as the director of a collection agency. After enduring 8 years of terrible management in a volatile industry, he left to start EPR. Ken was committed to building an agency focused on Compassion, Professionalism and Efficiency which is why we consistently provide our clients with a return rate much higher than the national average. Almost 35 years later Ken remains committed to offering a low stress work environment with flexible schedules, competitive and fair wages and opportunities to advance. As a result, his agency is filled with loyal and dedicated staff, some of which have been here since the beginning.

In addition to being a minority and veteran owned business, Ken has a female and minority led executive team and maintains the highest average of Collector tenure of almost 5 ½ years, average Collection Leadership Tenure of almost 10 years and a Senior Leadership Team that has been together for almost 30 years.

Evergreen Professional Recoveries is a full-service licensed and bonded Collection agency. We hold several Minority certifications both at the national level and state level. Each of our departments operates in the same building. Every department (from collectors, to legal to Client Services to Management & Executive Staff) is handled in house and located in the same facility. This ensures efficiency and avoids unnecessary delays. Our Management & Executive staff operate with an open-door policy and are available at any time.

Our portfolio of clients spread nationwide. We pride ourselves in providing the same service to our clients regardless of volume or size. Over the past 10 years we have had the pleasure of working with many Government municipalities to collect on delinquent fines, liens and code enforcement issues. The need for a minority subcontractor on a variety of contracts has allowed our Government Collection & Bid Division to grow. In addition to this, our firm has over 30 years of experience collecting medical debt. We have a solid reputation in this industry and are known as the Debt Collectors with Compassion.

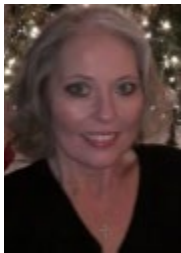
The collection industry requires continued innovation and creativity when it comes to reaching and communicating with a consumer regarding their debt. Letters are still sent and phone calls are still made but we have developed effective communication solutions that also include email and text messaging in order to communicate with the consumer about the debt.

As a member of the American Collectors Association, we believe in the Collectors oath and put it into practice each and every day. Evergreen Professional Recoveries, Inc., is proud of our reputation with the Better Business Bureau and the Attorney General’s office of Washington.

YOUR DEDICATED EVERGREEN TEAM



Ken Ross- CEO & Founder. Ken Ross leads his team with over 40 years of experience in the Collection Industry. He started as the Director of a Collection Agency in the early 1980's after serving in the US Army. After enduring 8 years of terrible management in a volatile industry, he left to start Evergreen Professional Recoveries. Ken was committed to building an agency focused on Compassion, Professionalism and Efficiency. Almost 35 years later Ken remains committed to offering a low stress work environment with flexible schedules, competitive and fair wages with opportunities to advance. Ken is well respected by not only his own staff but also among colleagues and competitors in the industry.



Monica Severtsen- President. Monica has been with EPR since 1994 and was named President in 2008. She has built the company from a handful of clients to over 300. She is responsible for new client onboarding, Corporate Compliance and overseeing all day-to-day operations. Monica remains dedicated to making EPR a fun place to work and goes out of her way to celebrate and encourage her team with things like providing food to celebrate National Holidays, providing snacks in our kitchen, Staff lunches and creates fun promos for the collectors.



Kamal Iqachaden- Director of Collections. Kamal joined EPR in January 2015. He is responsible for the strategy design and implementation, achieving collection targets, addressing operational issues, identifying any areas of opportunity and leading his team of 50 collectors. Prior to joining EPR, Kamal spent 8 years with another Collection agency as their VP of Operations. He has worked with clients such as AT&Y, DirecTV, Verizon, Sprint & T-Mobile. Kamal also served 9 years with OSI Government services as the operations manager where he was responsible for servicing all local government clients WA Department of Revenue & OR Department of Revenue as well as municipal courts include the City of Seattle, Tacoma, Pierce District and Clallam District. Kamal brings a significant experience and knowledge in personnel resource allocation, advance dialer strategies, portfolio segmentation, inventory management, and customer care through quality control.



Patty Richert- Office Director. Patty began her career with Evergreen in May of 1991 after graduating with a degree in Child, Consumer and Family Studies from Washington State University. She started as our Office Manager and quickly moved her way up. After seeing the opportunities available at Evergreen, she returned to school to obtain her Paralegal Certificate and began managing our Legal Department. Patty is a key member of the Management team overseeing the Accounting/Posting Department as well as the Legal Department and Human Resources. Patty demonstrates a strong managerial style that not only mentors but inspires others and lets them know daily that they are more than an employee; they are a valuable member of the team.



Tania Angel- Business Development & Account Executive. Tania joined EPR in November 2022. Tania brings with her over 20 years of Key Account Management as an Executive and has spent these years developing an Integrative approach to managing her accounts. In addition to this skill set, she spent 10 years as a Corporate Paralegal which gives her a unique insight to our clients' needs and goals. With a background in Marketing, Sales & Management, she is always looking for ways to connect the dots through key partnerships, networking and identifying any opportunities to streamline/simplify things. Tania started her executive career with Nordstroms and credits that for her "Client First, No Problem" professional outlook. Whether going above and beyond for a Small Business, doing what she can to ensure they succeed or spending hours working through complex projects on behalf of her corporate and government accounts, our clients agree they are in good hands with her on board. As your Account Executive & Point of Contact, she will ensure you receive our version of the red carpet approach, something she has termed "The Evergreen Approach".



Collection Floor. Evergreen Professional Recoveries is equipped with 50 Collection desks and has the capability to expand per client needs. Our collection staff is some of the most experienced and skilled in the area. We employ over 10 bilingual agents and can generate notices in any language. Our founder, Ken Ross remains committed to ensuring a Collection floor filled with Diversity. Over 80% of our staff are minorities. In a market otherwise faced with high turnover, our collection staff tenure exceeds 5.5 years. Each collector receives ongoing mentoring, training, and support. They are also monitored and recorded for efficiency and coaching opportunities. Our collectors are tested semi annually on FDCPA, State Laws and FCRA compliance. With their help, we exceed the national average on recovery rates and maintain an A+ rating with the BBB.

2. SCOPE OF SERVICES

Evergreen Professional will provide A full scope of Collection Service including an initial scrub of all accounts, skip tracing to identify accurate/missing information, dunning notice service, return mail service for updated address information, telephone dialer strategy, manual collector calls and a dedicated team of collectors trained to collect municipality debt. We also provide a full service Legal department for accounts we identify with obtainable assets for timely resolution. We can adjust or add services based upon your requirements.

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The Right Choice for You

Evergreen Professional Recoveries, Inc has operated as a successful Minority & Veteran owned collection agency for 35 years. Our company was founded on the belief that the keys to success in any business endeavor include **Professionalism, Teamwork and Customer Service.**

Our objective was to establish an agency that clients could rely on to be **E**fficient, **P**rofessional and **R**eliable while being conscious of the clients image and reputation while collecting on their behalf. The Evergreen management and operating methodology focus on meeting and exceeding our Client's expectations.

We employ the best staff available in the industry. Our staff has both the experience and training needed to supply unparalleled standards of service.

- **Customized Collection Services**
 - We create a plan to be an extension of your existing business office and work with the current system to strengthen its foundation and build on your needs.
- **Pre- Collect / Early Out**
 - Variety of Pre-Collect and Early out customizable plans.
 - Letter Series.
 - Calling plans.
 - Customized messaging options with attended or unattended call options.
- **Specialized Help Desk**
 - Protecting the integrity and values of the customers we represent.
 - Guaranteeing our reputation for honest, gentle, and productive collections.
 - No problem is left unanswered.
 - No complaint or frustration is left unaddressed.
 - Customer satisfaction comes FIRST!
- **Collection Activity**
 - Dealing strategy to specific collector for dedicated collection.
 - Flexible collection hours to accommodate maximum potential contact.
- **Collection Costs**
 - Collection fee is strictly on a contingency basis. Our policy is "NO RECOVERY, NO FEE."
- **Bilingual Services**
 - On staff for immediate collection help.
 - Multi Language mailing solutions available.
- **Small Balance Solutions**
 - Specialized collections desks for small balance accounts.
 - Teams organized so accounts are worked aggressively and not discarded.
- **Legal Department**
 - With the Customers Permission, Debtors may be assessed for litigation.
 - Upfront legal costs are covered by Evergreen.
- **Credit Bureau Reporting**
 - Electronic Reporting Monthly, All Bureaus.

Additional Information Requested

- a. *Can you list the Top 5 Tax Software vendors your current clients/municipalities use?*
We do not have any current clients who utilize Tax Software. Our system is equipped to interface with any of our clients needs.
- b. *How many of your current clients/municipalities Are located in CT?*
We do not have any current clients located in Connecticut however our collection efforts do expand to debtors located in Connecticut.
- c. *How many of your current clients/municipalities have a population of 80,000 or more?*
Currently 2 of our municipalities have a population of over 80,000. We have several pending projects that will add to this number in the coming months.
- d. *Briefly Describe your strategy or process for locating accounts that municipalities are unable to find.*
All accounts are processed through Accurant or Trans Union, our skip tracing source for bankrupt and deceased information. They are also sent through Trans Union for address verification and credit score details. If there are any missing details after this initial scrub, our collectors are trained to find pertinent information through manual search efforts. Accounts will be sent through additional back up skip tracing programs until the information is located. These programs include but are not limited to credit bureaus, Social Media reviews such as Facebook, searches through the proper tax assessor website, Motor Vehicle/Licensing Departments and if needed Secretary of State Business search.
- e. *Briefly describe your software in terms of how it tracks accounts, reconciles payments and links up to tax software such as MUNIS.*
We have not worked with tax software. We have the staff and systems in place to interface with any software and can accommodate specific client needs.
- f. *Briefly describe your company's philosophy on how to handle an irate taxpayer.*
We pride ourselves in being more than just debt collectors and have carved a niche in this industry leading Debt Collection with Compassion. By the time we receive an account, we realize the consumer will have a wide range of emotion from anger to fear. Our compassionate approach eliminates the consumer becoming defensive and focuses on finding solutions to resolve their account while doing no lasting damage to their credit. Our Collectors are trained to diffuse irate consumers. They listen to the consumer and acknowledge their concerns. They turn their objections into questions paraphrasing the consumers' needs then suggest options for resolving the debt in a mutually acceptable way. They are assertive but not aggressive. By showing empathy and remaining calm, they align themselves with the debtor as 2 individuals trying to solve the problem together.
- g. *How Often do you send letters to the tax payer?*
A letter is immediately sent upon account assignment. A follow up notice is sent after the dunning period or 45 days, whichever is sooner. Collectors will send additional

notices as they work the account and per request. We can customize additional notices per our client's requests/specifications.

h. *How often do you send payments/files to the municipality?*

Unless otherwise agreed upon, we will remit funds on the 15th of the following month of collections. Our remittance payments can be sent via wire transfer with the requested remittance file if preferred. Evergreen is flexible and will meet the individual needs of our client concerning remittance dates and frequency.

i. *How often do you require the delinquent file from the municipality?*

Account assignment is up to our clients. We have no requirement for placements.

COLLECTION STRATEGY

Evergreen Professional Recoveries has prepared a comprehensive approach to meet the collection needs of the Jefferson Parish. This includes a Tailor-Made Dialing Strategy, Dedicated Bilingual Collectors, Call Monitoring, Training & Support.

Evergreen's Collection Strategy

Evergreen will complete the following actions as necessary for each account. All new business is processed and loaded into our system within 1 business day. Evergreen's systems can accept any type of data or file transfer based upon Jefferson Parish's needs.

- All accounts will go through an initial scrub process to identify those in bankruptcy and/or deceased
- All accounts will be processed through Accurant or Trans Union, our skip tracing sources for bankrupt and deceased information. From start to completion the process takes approximately 1 hour. Results from the scrub are then processed and the appropriate accounts are immediately cancelled. A report will be generated identifying the cancelled accounts. This report would be sent to you in a format of your choice.
- An initial dunning notice is requested and sent to the address received at the time of assignment.
- If the address we are provided by our client proves to be incorrect and it is forwarded by the postal service, our internal mailing department processes all updates and mail returns daily. A report can be generated and sent to you for your records so that you have updated address information for the consumer.
- Skip Tracing begins and is used to confirm and/or find information. If pertinent data is missing or comes back incorrect, our vendors will research records to provide accurate information.
- Phone Numbers are verified, defined, and updated if needed. Due to federal regulations, call strategy differs for home, work and cell.
- Preview dialer strategies and inventory management begins immediately.
 - Each account assigned with a live number will be processed through our trusted industry partner TCN. If a number is determined to be invalid, it is removed, and the account is sent through skip tracing for accurate information. Verified numbers proceed to Collector assignment for manual dialing and advanced manual skip tracing. Our manual strategy ensures that new Business Is worked daily (in accordance with FDCPA regulations) and our collectors are following up on actionable items (promise to pay and requested call backs). Collectors are also trained to perform advanced skip tracing methods to locate information not provided by our vendors. Each collector is required to work a minimum of 120 accounts per day.
 - Our TCN strategy is a compliment to the manual efforts of our staff. It is designed to virtually eliminate work gaps, cover desks during vacations and cover a collector absent for any reason. Each Collector desk is reviewed daily and compared to a work standard report which identifies any accounts that do not meet the work standards established by

Management or by our client. Any accounts identified through the internal audit that need attention are placed on a campaign through TCN.

- Automatic Daily audits are performed for each Collector to ensure compliance and efficiency.
- 100% of all customer calls are recorded unless the consumer requests otherwise. Calls are monitored for ongoing coaching and development.
- Collectors will receive ongoing continuous training on Jefferson Parish accounts and will be mentored by the Director of Collections and predetermined Collection Management Staff. All collectors are spot checked for continual compliance and quality assurance. Collectors receive a score card based upon their opening, customer service provided, tone of call, negotiation, and solution creativity.
- Should the account not be resolved in some manner, Reminder collection notices will be sent on after the validation period or 45 days whichever is sooner. After the first reminder notice is sent our trained collection staff then has the authority to request a review for an additional reminder notice to be sent.
- If litigation is required in order to recover funds that are valid and owing, we first seek approval from our Client. Once approved the litigation process will start and any/all accounts will be submitted to our Attorney for review and approval. Reports are available for our client so that they are kept comprised of all action taken on their accounts.
- Comprehensive reporting and analysis tailored to requests and available weekly or monthly.

Evergreen's Collection Process

Day 1

Account Placements Are Loaded

Accounts will be on our CUBS system within 24 hours of receipt. It is our GUARANTEE that if the accounts are received prior to 2:00 p.m. (pacific time) they will be loaded the same day.

Accounts may be received via your SFTP we provide to our clients on our website on a daily, weekly, bi-weekly or monthly basis.

You can forward us your accounts in any manner that is convenient for you.

Account Scrub

All accounts will be processed through *Accurint* or *Lexis Nexus* our skip tracing sources for bankrupt and deceased information. They are also sent through Trans Union for Address verification and credit score information. From start to completion the process takes approximately 1 hour.

Results from the scrub are then processed and the appropriate accounts are immediately cancelled. A report will be generated identifying the cancelled accounts. This report will be sent to you in Excel format.

Fields contained in this report is as follows:

- | | |
|-----------------------------|----------------------------------|
| ▪ Name | ▪ Date Disposed |
| ▪ Deceased Date | ▪ Pro Se or Attorney Information |
| ▪ Court Bankruptcy Filed In | ▪ Trustee Information |
| ▪ Chapter | ▪ Meeting Information |
| ▪ Case Number | ▪ |
| ▪ Date Filed | |
| ▪ Filed Individual or Joint | |

Notice Generation

At Evergreen we made the decision to bring first notice mailing in house. This change to in-house mailing is a benefit to you our client as it cuts down the time between mailing and when the consumer receives the notice.

Mail returns are processed the day it is received. A report can be generated and supplied to you for accounts that have had an address update or mail return.

Dealing Strategy

A specialized dealing strategy would be created for your accounts. This dealing strategy goes into effect at the end of the day the placements are received. Automatically the system will distribute the accounts to the pre-determined designated collector.

Day 2

Account Acknowledgment

The day following account placement, an Acknowledgment is generated which reflects the following information:

- Consumer Name
- Amount Owed
- Date Assigned
- Client Number which assigned under

Evergreen is happy to provide electronic acknowledgment files per your specific requirements and sent to you via secure e-mail or uploaded to an SFTP secure portal.

Calls Begin

Regulation F was established November 30 , 2021. Regulation F identified the validation time period that a consumer can dispute the debt. Taking into consideration mailing time the validation period is 40 days. During this time period outbound attempts to collect are prohibited but that doesn't mean the account remains inactive. During this time we are

verifying information and making sure that the address and phone numbers are verified through skip-trace sources as well as employment verification if you allow litigation. This guarantees that when we are able to make outbound calls we have all we need to be successful.

- **Dialing Strategy**

Our dialer strategy is a compliment to the manual efforts of our staff. It is designed to virtually eliminate work gaps, cover desks during vacations and cover a collector absence for any reason.

Daily, each collector desk is reviewed and compared to our Work Standards Report which identifies any accounts that have not been manually called within 48 hours. These accounts are then put through our Access Dialer or ran through Global Connect. Campaigns are run only during prime time hours: 8:00 to 10:00am and 4:00 to 7:00pm. (The appropriate time zone is assigned to each individual debtor).

- **Manual Collection Strategy**

The manual strategy ensures that daily each staff member is working new business, following promise to pay accounts, making timed account calls as well as skip tracing.

Each collector is required to work a minimum of 120 accounts per day combining, new business, PTP follow -ups, timed accounts, and skip tracing.

To guarantee proper desk management: The Collector File report is reviewed every morning identifying all action taken on the accounts from the previous day. The summary report is reviewed which details all accounts that were dated out without any action being taken.

ONGOING COLLECTIONS

Contacting the Consumer

Whether it is the first or second or tenth day after receiving the account that we can successfully reach the consumer, our collection staff is trained to demand full balance during the first contact.

LEGAL ACTION

Request for Litigation

If the consumer proves uncooperative, an asset has been located and in our professional opinion all reasonable methods of collecting have been exhausted, we will request a legal assignment. The assignment allows us to pursue legal action against the debtor in our name, protecting your company from legal recourse and keeping your reputation intact. Evergreen assumes all costs for any legal activity.

Our legal services will include:

- Monitoring of bankruptcy claims and filings
- Renewal of delinquent judgments
- Certified staff paralegals prepare all required legal proof and forms
- Legal counsel specializing in collections provides lawsuit and legal interpretation

Our legal and investigation departments work together on asset location and recovery, ensuring that each account is satisfied as efficiently and completely as possible. We have counsel on retainer in the states of Washington and Oregon and all litigation is filed in district/circuit court. Litigation outside these states is done through the Member Attorney Program (M.A.P.) with the American Collectors Association (ACA). We will partner with a local attorney before our contract begins. Once judgment is obtained, our office can fully execute on the account.

Credit Bureau Reporting

Evergreen electronically reports to all bureaus each Friday. New account placements are reported at the end of the validation period and within the guidelines of the law. The monthly reporting process includes updating account balances, deletion of accounts that are no longer listed with Evergreen.

A list of all Collection forms we utilize is attached as ADDENDUM A

A list of Reports and Analysis available to our Clients is attached as ADDENDUM B

Fee Collection

The following convenient payment options would be offered to your customer.

- | | |
|-----------------------------------|---|
| • Check | - via phone or Evergreen website. |
| • Credit or Debit Card | - via phone or Evergreen website (Visa, MC, AMEX) |
| • Direct Deposit | - into our Bank of America Trust Account |
| • Wire Transfer from Bank to Bank | - customers bank to ours |
| • Next Day Air Service | - such as UPS or Federal Express |

Establishing a Payment Plan

It is typical that the consumer won't be able to pay it in full on the first call. This opens the door to negotiation. While we make every effort to allow a reasonable payment plan for the consumer, it also needs to be a reasonable payment plan for you. Depending upon the balance, we make every attempt to resolve each account on a payment plan within one (1) year.

Payments are made weekly, monthly or by post-dated check. Reminder telephone calls, payment books, and payment reminder notices will be utilized.

As part of the negotiation for payment, our staff is trained to ask for and confirm the N.A.P.E.S:

N ame

A ddress

P hone (alternative numbers)

E mployment information

S ocial Security verification

Once information is updated, further negotiation occurs in order to set up a reasonable payment plan.

Factors taken into consideration are:

- Where the consumer works
- How much they currently take home
- Are they currently being garnished
- Is the consumer willing to establish in-house postdates

Account Settlement (option)

Should a consumer prove unable to pay the balance in full but has a considerable amount to offer as settlement, that offer will be sent to you for approval on a case by case basis unless you have otherwise established a settlement guideline. It is a policy at Evergreen that the best possible offer is submitted to our client. This may be the first offer or it may be the third or fourth in the process of negotiation with the consumer. It is the Evergreen way to bring the offer to the client that in our opinion represents a smart business decision.

Factors considered when negotiation settlement:

- The consumer's ability to actually pay the account in full
- Pending bankruptcy
- No attachable assets, in other words are they judgment proof
- Source of funds
- The consumer's ability to settle or pay in full the account during the validation period to avoid credit bureau reporting

Settlements can be highly time sensitive. Identifying the preferred methods for requests is a best business practice so that money is not lost.

Fee Remittance

Unless otherwise agreed, we will remit funds collected on the 15th of the following month of collections. Our remittance payments can be sent via wire with the requested formatted remittance file.

We realize that our remittance schedule may not be conducive for every client. Evergreen is flexible and will meet the individual needs of our client concerning the remittance dates.

REFERENCES

Reference 01

City of Everett

Jeff Coomber (Accounting Technician) 425-257-8749. jcoomber@everettwa.org

The City of Everett, WA has a population of approximately 112,636

Positive Collection Rate 55%

We were Awarded this contract in 2009 and have maintained it for the past 13 years

Reference 02

Conduent State and Local Solutions

Michael Brown (Director) 314-221-4211 Michael.Brown6@conduent.com

This contract covers several municipalities. 2 examples are City of Philadelphia whose population is 5,756,000 and City of Wilmington whose population is 71,305

Positive collection rate combined – 30% recovery

We were awarded this contract in 2020. It is still an active account.

Reference 03

City of Kenmore

Anastasiya Warhol (City Clerk) 425-398-8900 awarhol@kenmorewa.gov

The City of Kenmore, WA has a population of 23,502

Positive Collection Rate 50%

We were Awarded this contract in 2022 and it remains an active account

Reference 04

City of Northbend

Jennifer Bourlin (Administrator) 425-888-7633 jboulin@northbendwa.gov

The City of Northbend has a population of 8,347

Positive Collection Rate 52%

We were Awarded this contract in 2011 and it remains an active account

Reference 05

City of Everett - PERMITS

Anne Weech (Permit Services) 425-257-8560. aweech@everettwa.org

The city of Everett, WA has a population of approximately 112,636

Positive Collection Rate 25%

We were Awarded this contract in 2009 and have maintained it for the past 13 years



STATE OF WASHINGTON

OFFICE OF MINORITY AND WOMEN'S BUSINESS ENTERPRISES

1110 Capitol Way South, Suite 150 • PO Box 41160 • Olympia, WA 98501

(360) 664-9750 • Toll free 1-866-208-1064 • Fax (360) 586-7079

April 9, 2020

Evergreen Professional Recoveries, Inc. DBA Evergreen Professional Recoveries, Inc.
12100 NE 195th Street #125
Bothell, WA 98011

Dear Kenneth Ross,

Congratulations! Your firm has been recertified by the Washington State Office of Minority and Women's Business Enterprises (OMWBE) as a/an Minority Business Enterprise (MBE). Information about your business is published in the OMWBE Directory located at <http://bit.ly/2uu4zH2>.

Certification Number: **M1M0024640**

Anniversary Date: August 23, 2022

Please review each of the following:

- Every three years before your anniversary date, you must submit an "Affidavit of Continued Eligibility." This form confirms there have been no changes that would affect your firm's ability to remain certified, such as changes in ownership, control, size, management responsibility, scope of work, or personal net worth. OMWBE will send you an email 75 days before your anniversary date.
- You must inform the OMWBE in writing within 30 days of the any of the changes listed above by logging into our system at <http://omwbe.wa.gov/certification>. Failure to notify our office of these changes may affect your firm's eligibility for the program.
- This certification shall remain valid unless and until it has been removed in accordance with procedures set forth in WAC 326-20-172.

We are pleased to certify your firm and wish you much success. If you have any questions or need assistance, please contact us at (360) 664-9750.

Sincerely,

Michael Preston
Certification Analyst

THIS CERTIFIES THAT

Evergreen Professional Recoveries, Inc.
dba Evergreen Professional Recoveries, Inc.



* Nationally certified by the: **NORTHWEST MOUNTAIN MINORITY SUPPLIER DEVELOPMENT COUNCIL**

*NAICS Code(s): 561140

* Description of their product/services as defined by the North American Industry Classification System (NAICS)

10/01/2021

Issued Date

NW04008

Certificate Number

11/30/2022

Expiration Date

NMSDC CEO and President

A handwritten signature in dark ink, appearing to be "Jim", written over the printed name "NMSDC CEO and President".

Fernando Martinez, President and CEO

A handwritten signature in dark ink, appearing to be "Fernando", written over the printed name "Fernando Martinez, President and CEO".

By using your password (NMSDC issued only), authorized users may log into NMSDC Central to view the entire profile: <http://nmsdc.org>

Certify, Develop, Connect, Advocate.

* MBES certified by an Affiliate of the National Minority Supplier Development Council, Inc.®

YOUR LOGO HERE

October 9, 2020

Consumer Name
Consumer Address
City State Zip

Re: COMPANY NAME
Account#:xxxxxxxx
Total Due: \$x.xx

FINAL NOTICE BEFORE COLLECTION ASSIGNMENT

The purpose of this letter is to provide you with a final opportunity to make voluntary payment arrangements.

Your account may be assigned to our licensed collection agency if not paid within thirty (30) days from the date of this notice.

Please direct your payment in full to YOUR COMPANY NAME HERE at the address below. A partial payment may still result in assignment to collections. Please call (555) 555-1495, if you cannot pay in full today.





Yours Sincerely,

(YOUR COMPANY NAME HERE)

PAYMENT IN FULL MUST BE RECEIVED WITHIN 30 DAYS OF THE DATE OF THIS LETTER TO AVOID
COLLECTION ACTIVITY

PLEASE DETACH ABOVE AND RETURN IN THE ENCLOSED ENVELOPE WITH YOUR PAYMENT

ADDRESS
CITY,STATE,ZIP
RETURN SERVICE
REQUESTED

CHECK CARD USAGE FOR PAYMENT	
 <input type="checkbox"/>	 <input type="checkbox"/>
 <input type="checkbox"/>	 <input type="checkbox"/>
CARD NUMBER	AMOUNT \$x.xx
SIGNATURE	EXP DATE
CARDHOLDER NAME	CVV# (3 OR 4 DIGIT CODE ON BACK OF CARD)
DATE	ACCOUNT NUMBER xxxxxxxxxx

COMPANY NAME HERE
ADDRESS
CITY, STATE ZIP

Consumer Name
Consumer Address
City State Zip

|||||

EXAMPLE - NOTICE OF DEFAULT

Dept. 893EVE882707210057
PO Box 4115
Concord, CA 94524



May 7, 2020

Evergreen Professional Recoveries, Inc.
12100 NE 195th Street, #125 * Bothell, WA 98011
800-241-1305

Re: **Company name**
Account #:
Total Due \$:

Pay Your Bill online at: www.everprof.com
Breakdown of Balance Due:

RETURN SERVICE REQUESTED



Principal: \$
Late Fees: \$

Total: \$

NOTICE

You are hereby notified: That the above amount has been assigned to us for collection. That the above entitled account is past due and your attention is needed to settle this matter. To prevent further collection efforts you must contact our office.

Unless you notify this office within 30 day after receiving this notice that you dispute the validity of the debt or any portion of the debt, this office will assume this debt is valid. If you notify this office in writing within 30 days after this notice that you dispute this debt, or any portion of this debt we will obtain verification of the debt or a copy of a judgment, and will mail you a copy of such verification and /or judgment. If you request our office in writing with thirty (30) days after receiving this notice, this office will provide you with the name and address of the original creditor if the original creditor is different from the current creditor.

This communication from a debt collector is an attempt to collect a debt and any information obtained will be used for that purpose.

Creditor: **Company Name**

Ref #

EVERGREEN PROFESSIONAL RECOVERIES 12100 NE 195TH STREET, #125 * BOTHELL, WA 98011 800-241-1305

PLEASE DETACH ABOVE AND RETURN WITH YOUR PAYMENT IN THE ENVELOPE PROVIDED

RE: **Company Name**
ACCT:
BALANCE DUE: \$

PAY THIS AMOUNT: \$

Pay your bill online:
www.everprof.com

Test Name
1 Address

CHECK CARD USAGE FOR PAYMENT

☐☐☐☐

CARD NUMBER	AMOUNT \$x.xx
SIGNATURE	EXP DATE
CARDHOLDER NAME	CVV# (3 OR 4 DIGIT CODE ON BACK OF CARD)
DATE	ACCOUNT NUMBER xxxxxxxxxx

Evergreen Professional Recoveries, Inc.
PO Box 666

City, ST Zip

|||||

Bothell, WA 98041-0666

EXAMPLE - SPANISH 1ST NOTICE OF DEFAULT

Dept. 893EVE882707210057
PO Box 4115
Concord, CA 94524



May 7, 2012

Evergreen Professional Recoveries, Inc.
12100 NE 195th Street, #125 * Bothell, WA 98011
800-241-1305

Re: **Company Name**
Año. De Cuenta#:
Total Debido \$:

Pague su cuenta en la red: www.everprof.com

RETURN SERVICE REQUESTED

|||||

Principal:\$

Total: \$

AVISO

Presente se le notifica: que dicha suma ha sido asignado a nosotros para la colección. Que lo anterior titulado cuenta se encuentre en mora y su atención es necesario resolver esta cuestión. Para prevenir una mayor recaudación debe ponerse en contacto con nuestra oficina.

A menos que usted notifique a la oficina en el plazo de 30 días después de recibir este anuncio que usted cuestiona la validez de la deuda o cualquier porción de la deuda, esta oficina asumirá la deuda es válido. Si usted notifica a la oficina por escrito dentro del plazo de 30 días después de este anuncio que usted está en desacuerdo esta deuda, o cualquier parte de esta deuda nos servirán para obtener la verificación de la deuda o una copia de la sentencia, y le enviará una copia de dicha verificación y /o sentencia. Si usted lo solicita nuestra oficina por escrito con treinta (30) días después de recibir este aviso, esta oficina le proporcionará el nombre y la dirección del acreedor original si el acreedor original es diferente de la actual acreedor.

Esta comunicación de un cobrador de deuda es un intento de cobrar una deuda, y toda la información obtenida será utilizado para tal fin.

Acreedor: **Company Name**

Ref #

EVERGREEN PROFESSIONAL RECOVERIES, INC. 12100 NE 195TH STREET, #125 * BOTHELL, WA 98011 800-241-1305

SEPARA POR FAVOR ARRIBA Y REGRESE CON SU PAGO EN EL SOBRE PROPORCIONADO

RE: **Company Name**
ACCT:
SALADO DEBIDO\$

PAGUE ESTA CANIDAD: \$

Pay your bill online:
www.everprof.com

Test Name
1 Address
City, ST Zip

Evergreen Professional Recoveries, Inc.
PO Box 666
Bothell, WA 98041-0666

CHECK CARD USAGE FOR PAYMENT	
<input type="text"/>	<input type="text"/>
NÚMERO DE LA TARJETA	CANTIDAD \$x.xx
SIGNATURA	FECHA DE EXP
TTTULAR NOMBRE	CVV# (3 OR 4 DIGIT CODE ON BACK OF CARD)
FECHA	NÚMERO DE CUENTA

Evergreen Professional Recoveries, Inc.
12100 NE 195th Street Suite 125
Bothell, WA 98011
(800) 241-1305 from 8:00 am to 5 pm PST
Monday through Friday
www.everprof.com

To: CONSUMER NAME
ADDRESS
CITY, STATE ZIP

Reference: _____

Evergreen Professional Recoveries, Inc is a debt collector. We are trying to collect a debt that you owe to NAME OF CREDITOR. We will use any information you give us to help collect this debt.

Our Information Shows:

You have a contract for services with _____ with account number _____.

As of (LAST CHARGE DATE) you owed: \$ 313.20

Between (LAST CHARGE DATE) and today:

You were charged this amount in interest: \$ 0.00

You were charged this amount in fees: \$ 0.00

You paid or were credited this amount
toward the debt: \$ 0.00

Total amount of the debt now: \$ 313.20

How can you dispute the debt?

●Call or write to us by _____, to dispute all or part of the debt. If you do not, we will assume that our information is correct.

●If you write to us by _____, we must stop collection on any amount you dispute until we send you information that shows you owe the debt. You may use the form below or write to us without the form. You may also include supporting documents. We accept disputes electronically at

helpdesk@everprof.com

What else can you do?

- Write to ask for the name and address of the original Creditor, if different from the current creditor. If you write by _____, we must stop collection until we send you that information. You may use the form below or write to us without the form. We accept such requests electronically at helpdesk@everprof.com
- Go to www.cfpb.gov/debt-collection to learn more about your rights under federal law. For instance, you have the right to stop or limit how we contact you.
- Contact us about your payment options.

Notice: See reverse side for important information.

Pongase en contacto con nosotros para solicitar una Copia de este formulario en espanol.

Mail this form to:

Evergreen Professional Recoveries, Inc.
12100 NE 195th Street Suite 125
Bothell, WA 98011

CONSUMER NAME
ADDRESS
CITY, STATE ZIP

How do you want to respond?

Check all that apply:

- ☐ **I want to dispute the debt because I think:**
- ☐ This is not my debt
 - ☐ The amount is wrong
 - ☐ Other (please describe on reverse or attach additional information)
- ☐ **I want you to send me the name and address of the original creditor.**

☐ **I enclosed this amount:**

\$

Make your check payable to Evergreen Professional Recoveries. Include reference number _____

☐ **Quiero este formulario en espanol.**

REVERSE SIDE OF NOTICE:

****THIS INFORMATION WILL CHANGE BASED UPON TYPE OF ACCOUNT AND REQUIRED DISCLOSURES BY STATE**

NOTIFICATION TO STOP AUTHORIZED PAYMENTS: If you authorize payments to be automatically debited from your bank account please be aware that you have the right to notify this office orally or in writing at any time up to three (3) business days before the schedule date of the transfer. You may call 1-800-241-1305 option 2 or email clientservices@everprof.com to convey the withdrawal of payment authorization.

Interest on your account balances accrues at 12% per year. We calculate interest starting 60 days after your account is referred to us. It accrues until the account is resolved. Because of interest that may vary from day to day, the amount due on the day you pay may be greater. For further information, write to us at the address on this letter or call (800) 241-1305 option 2.

REPORTS & REMITTANCE

Evergreen provides customized reports to many clients today that include acknowledgement of assignments, update and recall files.

Account Acknowledgment Report

It is company policy to have accounts input within 24 hours from receipt and to provide you an account acknowledgment of the accounts which we have listed for collection. This notice is both an excellent resource for your records as well an effective verification tool, ensuring the data transferred is accurate. For some the paper trail is not the most favored option for acknowledgment. Evergreen is also able to acknowledge placements by email or a specific client format that is established.

Monthly Status Reports

On a monthly basis or other required frequency our **CLIENT INVENTORY REPORT** will be generated. This will give you a thumb-nail sketch of each account and the status it is currently at. This report will also be an aid during on-line review of the accounts.

(Please note that this report can be submitted to your office electronically in an Excel or other requested format.)

Also included monthly is a **STATISTICAL HISTORY ANALYSIS** report. This is a valuable tool for evaluating our performance and effectiveness. Reports can be specialized in many different ways such as:

Department / type of Account	Specific month accounts were listed
Total number of accounts	Total dollar amount assigned
Total dollar amount collected	Total recovery percentage
Commission dollars collected	

Every client uses a different matrix system for reports. That is why we can meet specific client requirements for formatting once all specifics are identified.

Remittance

Unless otherwise agreed, we will remit funds collected on the 15th of the following month of collections. Our remittance payments can be sent via wire with the requested formatted remittance file.

We realize that our remittance schedule may not be conducive for every client. Evergreen is flexible and will meet the individual needs of our client concerning the remittance dates.

CLIENT REMITTANCE STATEMENT

CLIENT NAME
(ADDRESS)
(CITY, STATE, ZIP)

Page No. 1 of 1
Statement Date 6-10-05
Client No: TES100
Remit Type: 6 = STD Net

Date	Name	Account Status	Amount Paid You	Amount Paid Us	Our Commission	Rem Bal	Amount Due You
05-09-02	Adams, John (Account Number) (Principal)	PIF	0.00	100.00	15.00	0.00	85.00
05-15-02	Camp, Joe (Account Number) (Principal)	PAY	0.00	200.00	20.00	300.00	180.00
05-07-02	Farmer, Fran (Account Number) (Principal)	LJD	0.00	750.00	157.50	100.00	292.50
TOTALS			0.00	1050.00	192.50	400.00	557.50

----- FINAL VOUCHER PAGE -----

GROSS COLLECTIONS THIS STATEMENT \$1050.00

OUR CHECK ENCLOSED FOR \$557.50

|||||

EVERGREEN PROFESSIONAL RECOVERIES, INC

12100 NE 195TH ST STE 125
PO BOX 666
Bothell, WA 98011

DATE: JUNE 2, 2020

ACCOUNT ACKNOWLEDGMENT

CLIENT

(ADDRESS)

CLIENT: TES100

(CITY, STATE, ZIP)

WE ARE PLEASED TO ACKNOWLEDGE THE ASSIGNMENT OF THE ACCOUNTS LISTED BELOW. COLLECTION EFFORTS HAVE COMMENCED ON THE DATE OF THIS REPORT. PLEASE DIRECT ALL CONTACTS FOR THE FOLLOWING ACCOUNTS TO OUR OFFICE, TO ELIMINATE THE POSSIBILITY OF CONFUSION.

THANK YOU FOR THE OPPORTUNITY TO SERVICE YOUR ACCOUNTS.

EPR Account No.	Name	Account Number	Date Assigned	Amount Assigned
112063	ADAMS, JOHN	4258616502	02-01-00	100.00
112065	BECKER, TRINA	4258612323	02-01-00	450.00
112068	CAMP, JOE	2062235511	02-01-00	75.00
113425	DECKER, BOB W	2539270930	02-01-00	200.00
113426	FARMER, FRAN	4558526363	02-01-00	55.00
113488	GOIN, EMILY	4555442323	02-01-00	181.00

NUMBER OF ACCOUNTS ASSIGNED:	6
TOTAL AMOUNT ASSIGNED:	\$ 1061.00
AVERAGE AGE:	97
AVERAGE AMOUNT:	\$ 176.83

SINCERELY,

AMBER MILLS
CLIENT SERVICES MANAGER

EVERGREEN PROFESSIONAL RECOVERIES, INC.
PO Box 666
Bothell, WA 98041
(800) 241-1305

CLIENT INVENTORY SAMPLE REPORT

CLIENT NAME
(ADDRESS)
(CITY, STATE, ZIP)

CLIENT: TES100

ACCT#	NAME	CLI-REF NBR	DT-ASGN	PN-ASGN	PRN-COLL	CAN-AMT	BALANCE	LST-PAY	STS
123456	DOE, JOHN	1234567	10-08-07	793 75	0 00	0 00	793 75	12-15-97	ACT
678900	DOE, JANE	1254557	11-09-07	2367 06	2367 06	0 00	0 00	11-25-97	PIF
987654	DOE, JON	1234567	10-08-08	793 75	93 75	0 00	700 00	12-15-97	PAY
112233	DOE, JAINE	1254557	11-09-08	2367 06	2000 00	0 00	367 06	11-25-97	SIF
445566	DOE, JOHNN	1234567	10-08-08	793 75	0 00	793 75	0 00	12-15-97	BAN
777777	DOE, JAYNE	1254557	11-09-07	2367 06	0 00	2367 06	0 00	11-25-97	CAN

ACCOUNTS LISTED	6	NET ASSIGNED	9,482.43	TOTAL CANCELED	3,160.81
TOTAL ASSIGN	6	TOTAL BALANCES	6,321.62	TOTAL COLLECTED	4,680.81

Status Code Examples - new status codes can be added per client requirements

<u>ACT</u> : Active Account	<u>LIP</u> : Legal in Process
<u>PIF</u> : Paid in Full	<u>LJD</u> : Legal Judgment
<u>SIF</u> : Settled in Full	<u>CAN</u> : Canceled at Client Request
<u>AEX</u> : All Efforts Exhausted	<u>BAN</u> : Attorney retained, not yet filed
<u>B7U</u> : Bankrupt Ch.7	<u>B13</u> : Bankrupt Ch.13
<u>DEC</u> : Deceased, no estate	<u>SUS</u> : Suspend
<u>STA</u> : Statute expired	<u>SKP</u> : Skip account, no leads
<u>PRO</u> : Deceased, probate account	<u>LSX</u> : Legal but svc unsuccessful
<u>CCC</u> : Consumer Credit account	<u>PAY</u> : Payment plan in effect
<u>FRA</u> : Fraudulent account	

EVERGREEN PROFESSIONAL RECOVERIES, INC.
PO Box 666
Bothell, WA 98041
(800) 241-1305

History Analysis Report – Page 1

PAGE 1

HISTORY ANALYSIS FOR:

MONTH ENDING 06-30-12

EVERGREEN PROFESSIONAL RECOVERIES

		NET/(GROSS)															
		ASSIGNMENTS		COLLECTIONS		NET	GROSS	COMMISSIONS	CANCELLED	OPEN ACCOUNTS	#	AVG					
MO/YR	#	AMOUNT	AVG	CURR	%	TO DATE	%	%	TO DATE	%	#	AMOUNT	%	#	AMOUNT	PIF	AGE
6/12	342	23,723	69	539	2	539	2	2	25	5	0	0	0	336	23,185	6	2
		(23,723)															
5/12	111	7,337	66	1,311	18	1,567	23	21	90	6	1	475	6	91	5,295	19	2
		(7,362)															
4/12	188	13,976	74	279	2	3,455	26	25	168	5	1	856	6	154	9,664	33	3
		(13,976)															
3/12	562	41,245	73	1151	3	7,657	19	19	401	5	22	1944	5	457	31,644	83	1
		(43,177)															
2/12		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		0															
1/12	322	24,434	76	100	0	6,512	27	27	405	6	2	147	1	240	17,775	80	1
		(24,534)															
12/11	239	14,591	61	92	1	2,785	20	19	246	9	6	327	2	187	11,480	46	1
		(14,591)															
11/11	230	15,977	69	92	1	2,718	18	17	210	8	4	668	4	188	12,591	38	1
		(15,977)															
10/11	424	32,002	75	37	0	5,646	18	18	400	7	4	389	1	345	25,967	75	1
		(32,056)															
9/11	325	24,026	74	0	0	4,520	19	19	301	7	11	543	2	252	18,964	62	2
		(24,051)															
8/11	195	14,254	73	0	0	2,577	18	18	170	7	5	279	2	156	11,397	34	2
		(14,326)															
7/11	396	34,121	86	63	0	13,564	40	40	531	4	8	471	1	288	20,085	100	1
		(35,176)															
6/11	282	25,150	89	105	0	11,456	48	46	546	5	13	1478	6	163	12,216	106	2
		(25,175)															
5/11	156	12,954	83	0	0	6,288	49	49	337	5	4	227	2	86	6,439	66	1
		(12,979)															
4/11	92	7,578	82	0	0	3,234	45	43	175	5	4	466	6	54	3,879	34	1
		(7,593)															
3/11	98	9,334	95	0	0	6,105	68	65	225	4	3	305	3	42	2,923	53	0
		(9,459)															

History Analysis Report – Page 2

PAGE 2

HISTORY ANALYSIS FOR:

MONTH ENDING 06-30-12

EVERGREEN PROFESSIONAL RECOVERIES

MO/YR	#	NET/(GROSS)		COLLECTIONS			NET	GROSS	COMMISSIONS		CANCELLED			OPEN ACCOUNTS		#	AVG
		ASSIGNMENTS		CURR	%	TO DATE			TO DATE	%	#	AMOUNT	%	#	AMOUNT	PIF	
2/11	92	5,855	64	35	1	3,198	60	55	252	8	6	507	9	36	2,150	50	2
		(5,855)															
1/11	69	3,758	54	0	0	1,737	47	46	155	9	1	54	1	36	1,968	32	1
		(3,758)															
12/10	30	2,100	70	0	0	463	23	22	50	11	1	100	5	17	1,538	12	3
		(2,125)															
11/10	292	18,543	64	98	1	5,902	32	32	380	6	5	356	2	213	12,285	74	1
		(18,543)															
10/10	358	28,558	80	173	1	12,828	45	45	528	4	7	313	1	247	15,417	104	1
		(28,558)															
9/10	342	21,111	62	55	0	5,576	28	26	461	8	11	1,272	6	239	14,263	92	1
		(21,111)															
8/10	249	15,737	63	40	0	4,903	31	31	413	8	1	39	0	170	10,795	78	2
		(15,737)															
7/10	315	21,205	67	31	0	6,829	33	32	415	6	13	764	4	213	13,612	89	1
		(21,204)															
YR-12	1525	110,715	73	3,380	3	19,730	18	18	1090	6	26	3,422	3	1278	87,562	221	1
YR-11	2598	199,600	77	424	0	63,827	33	32	3547	6	69	5,714	3	1833	130,059	696	1
YR-10	3141	210,582	67	598	0	69,507	35	33	4749	7	99	9,199	4	2102	131,876	940	1
PRIOR	36487	2,212,041	61	1,405	0	1,038,546	57	47	84677	8	5,935	400,260	18	13879	773,235	16673	18
TOTAL	43751	2,732,937	62	5,807	0	1,191,611	51	44	94063	8	6,129	418,594	15	19092	1,122,732	18530	15

History Analysis Report – Stair Step

PAGE 1

STAIR STEP HISTORY ANALYSIS FOR:

MONTH ENDING 06-30-12

EVERGREEN PROFESSIONAL RECOVERIES

ASSIGNMENTS																	OVER
MO-YR	#	AMT- PLACED	ADJUST	NET- PLACED	AVG	1MO	2MO	3MO	4MO	5MO	6MO	7MO	8MO	9MO	10MO	11MO	12MO
6/12	342	23,723	0	23,723	69	2.3											
5/12	111	7,362	-25	7,337	66	3.5	21.4										
4/12	188	13,976	0	13,976	74	7.4	22.7	24.7									
3/12	562	43,177	-1932	41,245	73	2.4	9.7	15.8	18.6								
2/12	0	0	0	0	0	0.0	0.0	0.0	0.0	0.0							
1/12	322	24,534	-100	24,434	76	7.2	20.9	24.1	25.9	26.2	26.7						
12/11	239	14,591	0	14,591	61	0.0	6.3	13.3	16.7	17.5	18.5	19.1					
11/11	230	15,977	0	15,977	69	2.8	9.1	12.7	15.1	15.5	16.2	16.4	17.0				
10/11	424	32,056	-54	32,002	75	2.2	10.7	12.9	14.3	15.5	16.4	17.5	17.6	17.6			
9/11	325	24,051	-25	24,026	74	0.0	8.8	13.1	14.0	14.3	15.2	16.4	16.5	18.8	18.8		
8/11	195	14,326	-72	14,254	73	0.0	9.7	15.1	16.1	17.1	17.4	17.4	17.4	17.7	18.1	18.1	
7/11	396	35,176	-1055	34,121	86	19.0	29.7	33.2	34.8	35.4	35.6	36.0	36.6	38.1	38.5	39.6	39.8
6/11	282	25,175	-26	25,150	89	4.3	19.1	25.7	33.4	34.0	37.2	39.5	39.7	41.7	42.4	44.2	45.1
5/11	156	12,979	-25	12,954	83	5.7	24.9	32.5	38.3	40.0	44.3	44.3	44.3	45.6	45.8	46.8	47.6
4/11	92	7,593	-15	7,578	82	0.4	17.3	27.2	30.3	31.8	34.8	35.5	35.9	37.3	38.2	40.3	40.3
3/11	98	9,459	-125	9,334	95	0.0	23.7	39.2	46.5	50.2	53.0	57.4	57.5	59.8	59.8	60.9	62.0
2/11	92	5,855	0	5,855	64	2.0	27.0	36.3	41.7	44.7	48.7	52.0	53.2	53.2	53.2	53.2	53.2
1/11	69	3,758	0	3,758	54	4.0	25.0	36.4	37.5	37.5	37.5	41.1	41.1	41.1	45.2	45.3	45.3
12/10	30	2,125	-25	2,100	70	1.9	11.2	11.2	14.0	14.0	14.8	20.1	22.0	22.0	22.0	22.0	22.0
11/10	292	18,543	0	18,543	64	1.4	13.1	18.8	22.3	23.4	25.2	25.6	27.7	27.7	28.0	28.0	28.4
10/10	358	28,558	0	28,558	80	1.9	30.7	33.2	34.9	36.8	37.6	38.0	38.4	38.8	39.3	39.3	39.9
9/10	342	21,111	0	21,111	62	3.3	9.9	12.1	13.3	14.4	16.3	17.8	19.1	20.9	21.1	21.4	21.9
8/10	249	15,737	0	15,737	63	4.1	9.0	13.0	17.0	19.4	20.6	21.2	22.7	23.9	24.7	25.9	27.8
7/10	315	21,205	1	21,205	67	1.2	10.2	13.8	17.4	19.7	20.9	21.5	23.1	23.9	24.1	24.8	26.7
Total Average Ratios:						3.3	16.8	22.1	25.1	26.7	28.2	29.8	31.1	33.0	34.6	36.4	38.5



07-26-2022

Bid Bond in Accordance with Contract Specifications

SLA07268122

EVERGREEN PROFESSIONAL RECOVERIES INC

Bond Number

Principal Name

12100 NE 195TH #125, BOTHELL, WA, 98011, US

Principal Address

Principal Signature

Jefferson Parish

200 Derbigny Street, Gretna, LA, 70053, US

Owner/Obligee Name

Owner/Obligee Address

Bond Information

07-26-2022

Merchants National Bonding, Inc.

329774

Bid Date

Surety

Contractor Vendor ID Number

50-00138565

Contract ID Number

Two Year Contract to Provide Debt Collection Services to the Parish of for Various Departments

Description of Job

Five Percent of Amount Bid

5%

Amount of Bid Security

Bid Security Maximum

Bid Security Percentage

Meghann C Turner

Attorney-in-Fact

Surety Bond Brokers of LA Inc.

Bond Entered and Executed By

Primary Agency

Attorney-In-Fact Signature

Know all men by these presents that Merchants National Bonding, Inc., a Corporation duly organized under the laws of the State of IA, are held and firmly bound unto the above owner/obligee by the transmission. The surety agrees to waive the statute of Fraud defense and further agrees that the owner/obligee is a third party beneficiary of the waiver for the purposes of enforcing this bid bond.

