



Central Texas Regional
Mobility Authority

AGENDA ITEM #6 SUMMARY

Approve an amended Work Authorization with HNTB Corporation relating to the development of the Brushy Creek Pedestrian Bridge Project.

Approve an amended Work Authorization with Municipal Services Bureau (MSB) relating to the fees paid for the collection of Video bills and violations.

Department: Operations

Associated Costs: Savings of approx \$200,000 annually

Funding Source: Operations Budget

Board Action Required: YES

Description of Matter:

An assessment of fees paid to MSB for the collection of tolls and fees is performed annually. Due to advances in the technology used for optical character recognition for license plate identification, the process is now less labor intensive. MSB has therefore agreed to a reduced fee for image review. In addition, a reduction in the fee for the preparation of court packages can be realized under the new court and violation processes.

Attached documentation for reference:

Draft Fourth Amendment for Violation and Debt Collection services with MSB

Contact for further information:

Tim Reilly, Director of Toll Operations

**GENERAL MEETING OF THE BOARD OF DIRECTORS
OF THE
CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY**

RESOLUTION NO. 11-___

**APPROVING AN AMENDMENT TO THE SCHEDULE OF RATES ESTABLISHED BY
THE AGREEMENT FOR VIOLATION PROCESSING AND DEBT COLLECTION
SERVICES WITH GILA LLC, D/B/A MUNICIPAL SERVICES BUREAU**

WHEREAS, pursuant to Resolution No. 07-71, adopted by the Board of Directors on December 7, 2007, CTRMA executed an Agreement for Violation Processing and Debt Collection Services effective January 15, 2008, (the "Agreement") with Gila Corporation, a Texas corporation subsequently converted to Gila LLC, a Texas limited liability company, d/b/a Municipal Services Bureau ("MSB"); and

WHEREAS, Appendix B to the Agreement provides for an annual review of the Schedule of Rates established by that Appendix B, and further provides that those rates may be adjusted upon mutual agreement of CTRMA and MSB; and

WHEREAS, MSB has agreed to the proposed rate adjustment set forth in the Fourth Amendment to the Agreement attached to this resolution as Attachment A; and

WHEREAS, the Executive Director recommends that the Board approve the proposed rate adjustment set forth in Attachment A.

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors hereby approves the Fourth Amendment to the Agreement with MSB in the form or substantially the same form as the amendment attached as Attachment A; and

BE IT FURTHER RESOLVED, that the Fourth Amendment may be finalized and executed by the Executive Director on behalf of the CTRMA.

Adopted by the Board of Directors of the Central Texas Regional Mobility Authority on the 7th day of December, 2011.

Submitted and reviewed by:

Approved:

Andrew Martin
General Counsel for the Central
Texas Regional Mobility Authority

Ray A. Wilkerson
Chairman, Board of Directors
Resolution Number: 11-___
Date Passed: 12/7/11

ATTACHMENT “A” TO RESOLUTION 11-

PROPOSED FOURTH AMENDMENT

[on the following page]

**FOURTH AMENDMENT TO
 AGREEMENT FOR VIOLATION PROCESSING AND DEBT COLLECTION SERVICES
 BY AND BETWEEN
 CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY
 AND
 GILA CORPORATION, d/b/a MUNICIPAL SERVICES BUREAU**

This Fourth Amendment (this "Amendment") to the Agreement for Violation Processing and Debt Collection Services dated effective January 15, 2008, by and between Central Texas Regional Mobility Authority ("CTRMA") and Gila LLC, f/k/a Gila Corporation, d/b/a Municipal Services Bureau ("MSB") is made for the purpose of amending certain provisions of Appendix "B" of the Agreement.

In accordance with the provisions of Appendix "B" of the Agreement regarding periodic review and adjustment of the Rates due to MSB under the Agreement, the Schedule of Rates under the Agreement is hereby amended so that the table setting forth the amount MSB is to receive for each violation process item reads in its entirety as follows:

Violation process item	Amount Consultant receives for each paid item
Video bill	16% of each toll (including, without limitation, electronic toll collections) and \$1.00 handling fee for each mailing.
Violation Notice	\$10.00 per paid Notice
Collections	\$20.00 all collection activities per unpaid Notice
Court packets	\$25.00 flat fee per packet requested
Image review	\$0.095 per transaction image accurately processed (excluding non-revenue transactions)

Effective Date of Amendment: Except as otherwise specified above, this Amendment shall be effective as of _____, 2011.

Except to the extent modified herein, all terms and conditions of the Agreement are hereby ratified and shall continue in full force and effect as originally set forth therein.

Central Texas Regional Mobility Authority

Gila Corporation, d/b/a Municipal Services Bureau

By: _____

By:  _____

Title: _____

Title: _____

Date: _____

Date: _____