

**THIS IS A DRAFT AND WILL BE REPLACED BY THE FINAL, SIGNED
ORDINANCE OR RESOLUTION ADOPTED BY CITY COUNCIL.**

AN ORDINANCE

**APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH
GILA LLC, DBA MUNICIPAL SERVICES BUREAU, FOR DELINQUENT
ACCOUNT COLLECTION SERVICES FOR MUNICIPAL COURT FOR
AN INITIAL TERM OF THREE YEARS, WITH TWO ADDITIONAL
TWO-YEAR TERMS AT THE CITY'S OPTION.**

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WHEREAS, the Municipal Court (the "Court") is responsible for the adjudication of a variety of Class C misdemeanor and civil City Code offenses occurring within the city limits, including traffic, non-traffic, civil parking, and administrative offenses as provided by state law and City ordinances; and

WHEREAS, in order to assist with the collection of delinquent fines, fees and court costs, the City issued a Request for Proposals (RFP) for a vendor to produce and mail collection letters, delinquency statements, undertake electronic and manual skip-tracing for cases with bad addresses, conduct bankruptcy and death records searches, place telephone calls and handle inquiries from customers; and

WHEREAS, pursuant to Texas Code of Criminal Procedure, Art. 103.0031, a 30 percent collection fee may be added to the amount owed and recovered from non-compliant violators with accounts that are more than 60 days past due that have been referred to a collection services vender, with the exception of indigent violators, cases dismissed by the court, or to any amount that has been satisfied through time-served credit or community service; and

WHEREAS, based on the review of the responses to the RFP and interviews conducted by an Evaluation Committee consisting of the Municipal Court Clerk, Municipal Court Legal Administrator, Assistant Director of Finance and SAPD Court Liaison, and the Committee recommended the award of a professional services agreement to Gila LLC, *dba* Municipal Services Bureau to provide the desired collection services; **NOW THEREFORE:**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:

SECTION 1. The City Council approves a professional services agreement with Gila LLC, *dba* Municipal Services Bureau for delinquent account collection services for Municipal Court for an initial term of three years, with two additional two-year terms at the City's option. A copy of the agreement in substantially final form is included as **ATTACHMENT I.**

SECTION 2. FISCAL LANGUAGE RESERVED.

LOH
____/____/____
Item #

SECTION 3. This Ordinance shall be effective immediately upon receipt of at least eight affirmative votes or, if receiving fewer, on the tenth day after passage.

PASSED AND APPROVED this ____ day of June, 2014.

M A Y O R
Julián Castro

ATTEST:

APPROVED AS TO FORM:

Leticia M. Vacek, City Clerk

Robert F. Greenblum, City Attorney