

A RESOLUTION BY FINANCE EXECUTIVE COMMITTEE AUTHORIZING THE MAYOR TO EXECUTE RENEWAL AGREEMENT NO. 1 WITH MSB GOVERNMENT SERVICES, FOR FC-5216A FINANCIAL COLLECTIONS, ON BEHALF OF THE DEPARTMENT OF FINANCE, AT A COMPENSATION RATE OF 20% OF THE PRINCIPAL AMOUNT COLLECTED TO BE CHARGED TO AND PAID FROM FUND, DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER:1001 (GENERAL FUND) 100501 (DOF REVENUE AND COLLECTIONS) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 1515000 (TREASURY); 5051 (WATER AND WASTEWATER REVENUE FUND) 170503 (DWM WATERSHED BILLING AND COLLECTION) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 4410000 (WATER ADMINISTRATION); 1001 (GENERAL FUND) 190191 (JDA MUNICIPAL COURT OPERATIONS) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 2650000 (MUNICIPAL COURTS); 5501 (AIRPORT REVENUE FUND) 180108 (DOA FINANCE AND ACCOUNTING) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 7563000 (AIRPORT); AND FOR OTHER PURPOSES.

**Workflow List:**

Charlene Parker	Completed	05/15/2014 2:19 PM
Jim Beard	Completed	05/16/2014 10:15 AM
Finance	Completed	05/16/2014 10:41 AM
Mayor's Office	Completed	05/16/2014 11:08 AM
Office of Research and Policy Analysis	Completed	05/20/2014 10:28 AM
Finance/Executive Committee	Pending	
Atlanta City Council	Pending	
Mayor's Office	Pending	

Certified by Presiding Officer	Certified by Clerk
Mayor's Action <i>See Authentication Page Attachment</i>	

**A RESOLUTION BY FINANCE EXECUTIVE COMMITTEE AUTHORIZING THE MAYOR TO EXECUTE RENEWAL AGREEMENT NO. 1 WITH MSB GOVERNMENT SERVICES, FOR FC-5216A FINANCIAL COLLECTIONS, ON BEHALF OF THE DEPARTMENT OF FINANCE, AT A COMPENSATION RATE OF 20% OF THE PRINCIPAL AMOUNT COLLECTED TO BE CHARGED TO AND PAID FROM FUND, DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER:1001 (GENERAL FUND) 100501 (DOF REVENUE AND COLLECTIONS) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 1515000 (TREASURY); 5051 (WATER AND WASTEWATER REVENUE FUND) 170503 (DWM WATERSHED BILLING AND COLLECTION) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 4410000 (WATER ADMINISTRATION); 1001 (GENERAL FUND) 190191 (JDA MUNICIPAL COURT OPERATIONS) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 2650000 (MUNICIPAL COURTS); 5501 (AIRPORT REVENUE FUND) 180108 (DOA FINANCE AND ACCOUNTING) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 7563000 (AIRPORT); AND FOR OTHER PURPOSES.**

WHEREAS, on November 21, 2011 the Atlanta City Council adopted Resolution 11-R-1669 and approved without signature on November 30, 2012 to authorize the Mayor to enter into an Agreement with MSB Government Services, for FC-5216A, Financial Collections (the "Agreement"); and

WHEREAS, the term of the Agreement is for two (2) years with two (2) one- year renewal option at the City's sole discretion; and

WHEREAS, MSB Government Services has performed the contracted services satisfactorily; and

WHEREAS, the Chief Financial Officer and the Chief Procurement Officer recommend the execution of Renewal Agreement No. 1 with MSB Government Services, at a compensation rate of 20% of the principal amount collected.

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES, that the Mayor is authorized to execute Renewal Agreement No. 1 with MSB Government Services, for FC-5216A, Financial Collections, at a compensation rate of 20% of the principal amount collected.

BE IT FURTHER RESOLVED, that all work shall be charged to and paid from Fund, Department, Organization, and Account Number as follows: 1001 (General Fund) 100501 (DOF Revenue and Collections) 5212001 (Consulting/Professional Services) 1515000 (Treasury); 5051 (Water and Wastewater Revenue Fund) 170503 (DWM Watershed Billing and Collection) 5212001 (Consulting/Professional Services) 4410000 (Water Administration); 1001 (General Fund) 190191 (JDA Municipal Court Operations) 5212001 (Consulting/Professional Services) 2650000 (Municipal Courts); 5501 Airport Revenue Fund) 180108 (DOA Finance and Accounting) 5212001 (Consulting/Professional Services) 7563000 (Airport).

BE IT FURTHER RESOLVED, that the term of Renewal Agreement No. 1 will be for one (1) year, effective August 15, 2014 through August 14, 2015.

BE IT FURTHER RESOLVED, that the City Attorney is directed to prepare an appropriate agreement for execution by the Mayor.

BE IT FINALLY RESOLVED, that the Renewal Agreement will not become binding on the City and the City will incur no obligation or liability under it until it has been approved as to form by the City Attorney, executed by the Mayor, attested to by the Municipal Clerk and delivered to the contracting parties.

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: CANDACE L. BYRD

Dept.'s Legislative Liaison: Charlene Parker

Contact Number: 404-330-6616

Originating Department: Finance

Committee(s) of Purview: Finance/Executive Committee

Chief of Staff Deadline: May 28, 2014

Anticipated Committee Meeting Date(s): May 9, 2014

Anticipated Full Council Date: June 2, 2014

Legislative Counsel's Signature: [Signature]

Commissioner's Signature: \_\_\_\_\_

Chief Financial Officer: [Signature] *G.D. Ok*

Chief Information Officer Signature (for IT Procurements) N/A

Chief Procurement Officer Signature: N/A

CAPTION

A RESOLUTION  
BY FINANCE EXECUTIVE COMMITTEE

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE RENEWAL AGREEMENT NO. 1 WITH MSB GOVERNMENT SERVICES, FOR FC-5216A FINANCIAL COLLECTIONS, ON BEHALF OF THE DEPARTMENT OF FINANCE, AT A COMPENSATION RATE OF 20% OF THE PRINCIPAL AMOUNT COLLECTED TO BE CHARGED TO AND PAID FROM FUND, DEPARTMENT ORGANIZATION AND ACCOUNT NUMBER: 7101 (AGENCY FUND) 100501 (DOF REVENUE AND COLLECTIONS) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 1515000 (TREASURY); 7101 (AGENCY FUND) 170503 (DWM WATERSHED BILLING AND COLLECTION) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 4410000 (WATER ADMINISTRATION); 7101 (AGENCY FUND) 190191 (JDA MUNICIPAL COURT OPERATIONS) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 2650000 (MUNICIPAL COURTS); 7101 (AGENCY FUND) 180108 (DOA FINANCE AND ACCOUNTING) 5212001 (CONSULTING/PROFESSIONAL SERVICES) 7563000 (AIRPORT); AND FOR OTHER PURPOSES.

FINANCIAL IMPACT: (if any)

Mayor's Staff Only

Received by CPO: \_\_\_\_\_ (date) Received by LC from CPO: \_\_\_\_\_ (date)

Received by Mayor's Office: Jamice Osei 5/9/14 (date) Reviewed by: [Signature] (date)

Submitted to Council: \_\_\_\_\_ (date)

**A RESOLUTION  
BY FINANCE EXECUTIVE COMMITTEE**

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**BE IT FURTHER RESOLVED**, that all funds collected shall be charged to and paid from Fund, Department, Organization, and Account Number: That funds will be deposited to and paid from as follows: 7101 (Agency Fund) 100501 (DOF Revenue and Collections) 5212001 (Consulting/Professional Services) 1515000 (Treasury); 7101 (Agency Fund) 170503 (DWM Watershed Billing and Collection) 5212001

(Consulting/Professional Services) 4410000 (Water Administration); 7101 (Agency Fund) 190191 (JDA Municipal Court Operations) 5212001 (Consulting/Professional Services) 2650000 (Municipal Courts); 7101 (Agency Fund) 180108 (DOA Finance and Accounting) 5212001 (Consulting/Professional Services) 7563000 (Airport).

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### LEGISLATIVE COUNSEL REQUEST FOR LEGISLATION

**For Legislative Counsel Use Only**

\_\_\_\_\_ Date Received                      \_\_\_\_\_ Complete                      \_\_\_\_\_ Incomplete (Date returned: \_\_\_\_\_)

\_\_\_\_\_ Date of Department Consultation                      \_\_\_\_\_ Date of Finance Department Consultation

Commissioner Notified:    \_\_\_ Yes    \_\_\_ No    If No, Why? \_\_\_\_\_

Legislation Required                      Legislation Type  
 \_\_\_ Yes                      \_\_\_ No                      \_\_\_ Resolution                      \_\_\_ Ordinance

Amends the Code                      Blueback Prepared  
 \_\_\_ Yes                      \_\_\_ No                      \_\_\_ Yes                      \_\_\_ No

Commissioner Signature \_\_\_\_\_

Date Submitted: 070810

Department Submitting Request: Finance

Person Submitting Request: Yolanda McCrory                      Extension: 8409

Bureau/Division Manager: Gary Donaldson                      Extension: 1985

Requesting preliminary meeting with Legislative Counsel attorney?  Yes  No

Subject Matter of the Meeting \_\_\_\_\_

Deadline (not earlier than 4 weeks from date of submission):

If this must be submitted to Council in fewer than 4 weeks, please explain why. All non-conforming requests must have Commissioner approval.

**Instructions: Please answer all questions fully before submitting. Attach additional pages if necessary. All requests for legislation must have approval of a manager prior to submission. All incomplete requests will be returned. Send request via electronic mail to Legislative Counsel. No hard copies will be accepted. Please refer to attached deadlines for the relevant Chief of Staff submission guidelines.**

**LEGISLATIVE COUNSEL  
REQUEST FOR LEGISLATION**

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**1. Please describe the goal of the legislation.**

- What is the issue? To renew contract #FC-4678-08 with MSB Government Services to provide financial collection services on behalf of Department of Finance.
  
- Why is it an issue? City desires to exercise renewal option to continue services as previously provided by MSB
  
- How do we solve it? Submit proper legislation to authorize renewal

**2. Please describe why legislation is required rather than administrative action by the Department (please cite any relevant code sections or internal policies).**

**3. If there is an existing process, will this legislation impact that process? How?**  
No

**4. Please explain and estimate any financial impact on the City or your Department.**

- Will the City need to appropriate or transfer funds to accomplish this purpose?  
No. The compensation rate of 19.8% of the principal amount collected is added to the delinquent accounts receivable amount charged to customer.
  
- Has this purpose already been set forth in the budget?  
yes
- Will there be a fee or charge assessed by the City?

**LEGISLATIVE COUNSEL  
REQUEST FOR LEGISLATION**

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- If so, how much? no
- How was the fee or charge determined? \$.00
  
- Will there be an increase or decrease in personnel? NO
  - Has HR been made aware of the need for personnel changes? N/A
  - Will positions be created or abolished? N/A
  
- Will additional resources be required to achieve this purpose? No
  - If yes, what are those resources? N/A
  
  - Has the Department estimated the cost of those resources? N/A
  
  
- Will revenue be generated for the City? YES. MSB will aggressively pursue delinquent accounts on behalf of the City and remit proceeds to City, net of compensation for services.
  
  
- 5. If there has been previous or similar legislation, please describe and cite the relevant legislation (e.g., 04-R-0001). This is a renewal request of the contract authorized by Resolution #08-R-1783 adopted by the Council on October 20, 2008 and approved by the Mayor on October 23, 2008.**

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<p>Date Referred: _____</p> <p>Referred To: _____</p>	<p>Date _____</p> <p>Chair _____</p> <p>Action Fav, Adv, Hold (see rev. side)</p> <p>Other _____</p> <p>Members _____</p> <p>Refer To _____</p>	<p>Date _____</p> <p>Chair _____</p> <p>Action Fav, Adv, Hold (see rev. side)</p> <p>Other _____</p> <p>Members _____</p> <p>Refer To _____</p>