



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 11/12/2025

ALL

Item Creation Date: 10/27/2025

T24217.A4 Unpaid Account Collection Services (Linebarger Goggan Blair & Sampson, LLP) - ORDINANCE

Agenda Item#: 22.

Background:

T24217.A4 – Approve an ordinance authorizing a Third Amendment to Master Agreement No. C75801 between the City of Houston and Linebarger Goggan Blair & Sampson, LLP (approved by Ordinance No. 2014-518 on May 28, 2014) to extend the contract term to December 10, 2026, for continued unpaid account collection services for the Municipal Courts Department.

Specific Explanation:

The Director and Presiding Judge of the Municipal Courts Department (MCD) and the Chief Procurement Officer (CPO) recommend that City Council approve an ordinance authorizing a third amendment to the Master Agreement No. C75801 between City of Houston and **Linebarger Goggan Blair & Sampson, LLP**, to extend the contract term to **December 10, 2026**, for continued unpaid account collection services for MCD.

The contract was awarded on May 28, 2014, by Ordinance No. 2014-518 for a five (5) year term with an option for City Council to authorize the Director of MCD to extend the agreement for an additional term of five (5) years. On May 15, 2019, by Ordinance No. 2019-367 the Director of MCD and the CPO sought City Council approval to extend the contract term an additional five (5) years from June 10, 2019, to June 10, 2024. On May 8, 2024, a First Amendment was approved pursuant to Ordinance No. 2024-303, which extended the contract term to June 10, 2025. On May 21, 2025, a Second Amendment was approved pursuant to Ordinance No. 2025-425, which extended the contract term to December 10, 2025. This Third Amendment will extend the contract term an additional one (1) year to December 10, 2026, to allow MCD to continue to receive revenue collection services for unpaid delinquent accounts until a new award is presented to City Council, which is currently in progress.

The contract requires the service provider to collect unpaid collection accounts for MCD. The Director of MCD is authorized to issue specific Letters of Engagement to Linebarger Goggan Blair & Sampson, LLP for assigning accounts, establishing fees, and setting our metrics for achieving acceptable collection rates or reassignment of accounts.

M/WBE Participation:

The RFP solicitation was awarded with a 15% goal for M/WBE participation. Linebarger Goggan Blair & Sampson, LLP is currently achieving 48.3%. The Office of Business Opportunity will continue to monitor this award.

Fiscal Note:

There is no impact to the fiscal budget or no additional spending authority. Therefore, no Fiscal Note is required as stated in the Financial Policies.

DocuSigned by:

Jedediah Greenfield, Chief Procurement Officer
Finance/ Strategic Procurement Division

DocuSigned by:

Nelly Trevino Santos, Director & Presiding Judge
Municipal Courts Department

Prior Council Action:

- Ordinance No. 2014-518, passed on May 28, 2014.
- Ordinance No. 2019-367, passed on May 15, 2019.
- Ordinance No. 2024-303, passed on May 8, 2024.
- Ordinance No. 2025-425, passed on May 21, 2025.

Amount and Source of Funding:

REVENUE CONTRACT

Contact Information:

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Jedediah Greenfield, Chief Procurement Officer	Finance/ SPD	(832) 393-9126

ATTACHMENTS:

Description	Type
Master Agreement No. C75801	Backup Material
Ordinance No. 2014-0518	Backup Material
Ordinance No. 2019-367	Backup Material
Ordinance No. 2024-303	Backup Material
Ordinance No. 2025-425	Backup Material
Ordinance No. 2025-425	Backup Material
Ownership Information Form (OIF)	Backup Material
Conflict of Interest (CIQ)	Backup Material
Form 1295 Certificate of Interested Parties	Backup Material
RCA T24217	Backup Material
RCA T24217.A1	Backup Material
RCA T24217.A2	Backup Material
RCA T24217.A3	Backup Material
MWBE Verification	Backup Material
SAP Outline Agreement Snapshot	Backup Material