

Resolution # 2017-50

ADOPTING COLLECTION AGENCY – TRANSWORLD SYSTEMS INC. – FOR A PERIOD OF 24 MONTHS AT A COST OF \$399

WHEREAS, the Housing Authority of the Borough of Highland Park (the “Authority”) wishes to recover debt owed from tenant rent accounts by adopting a resolution to obtain collection agency services to keep tenants accounts receivable at a minimum, and;

WHEREAS, the Authority shall expand their rent collection efforts through the use of a collection agency increasing written and telephone contact when the Authority deems a rent account difficult to collect ; and

WHEREAS, a written proposal received from Transworld Systems Incorporated (TSI), P.O. Box 5505, Carol Stream, IL 60197 will provide collection services for both current and vacated resident accounts at a cost of \$399 within a 24 month period of time; and

WHEREAS, TSI, will provide collection services for accounts placed using their three phase approach described in the contract as follows: **Accelerator** – accounts placed will receive “friendly” reminders made by TSI via telephone and written contact on behalf of the Authority (included in the cost); **Phase I** – written demands collected in more aggressive language from TSI as the third party collection agent for the Authority (included in the cost); **Phase II** – an intensive approach to collect debt using highly trained professional collectors (additional fee of 40 – 50% of the amount collected depending on age and size of account) . Phase III is available for handling an account through a TSI attorney who sends legal letters and makes phone calls once all other efforts have been exhausted for an additional fee of 50% of the account balance; and

WHEREAS, the Authority has full flexibility to refer the accounts to TSI and to place and remove an account from any phase of collection, thus the Authority has the right to utilize the Accelerator and Phase I process for tenant accounts currently in possession and then remove the account from TSI and, if appropriate, refer those accounts to the Authority attorney of record for legal action in landlord tenant court. Phase II and III shall be used for vacated accounts which are more difficult to collect.

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the Borough of Highland Park, New Jersey, that the Board retain Transworld Systems Incorporated as the collection agent at a cost of \$399 within a 24 month period of time.

Motion to adopt Resolution #2017-50 moved by Commissioner Sedehi and seconded by Commissioner Reh and upon roll call, the vote was as follows:

ROLL CALL:	Chudnick Martinez Methven Monk Rainwater Reh Sedehi
AYES:	Martinez Methven Monk Reh Sedehi
NAYS:	None
Abstain:	None
Absent:	Chudnick Rainwater

I hereby certify that the above is a true and exact copy of the Resolution #2017-51 adopted by the Board of Commissioners of the Housing Authority of the Borough of Highland Park at their Regular Meeting of October 11, 2017.

Donna F. Brightman, Secretary

Approved as to legal form by
Terrence Corrison, Esq.