

Counties:  
Brown  
Callahan  
Coleman  
Comanche  
Eastland



Erath  
Nolan  
Runnels  
Shackelford  
Stephens  
Rural Taylor

Central Texas Rural Transit District  
ITS Solution and Services  
Request For Proposal (RFP) #02012010  
Addendum C – Current Billing Process  
March 5, 2010

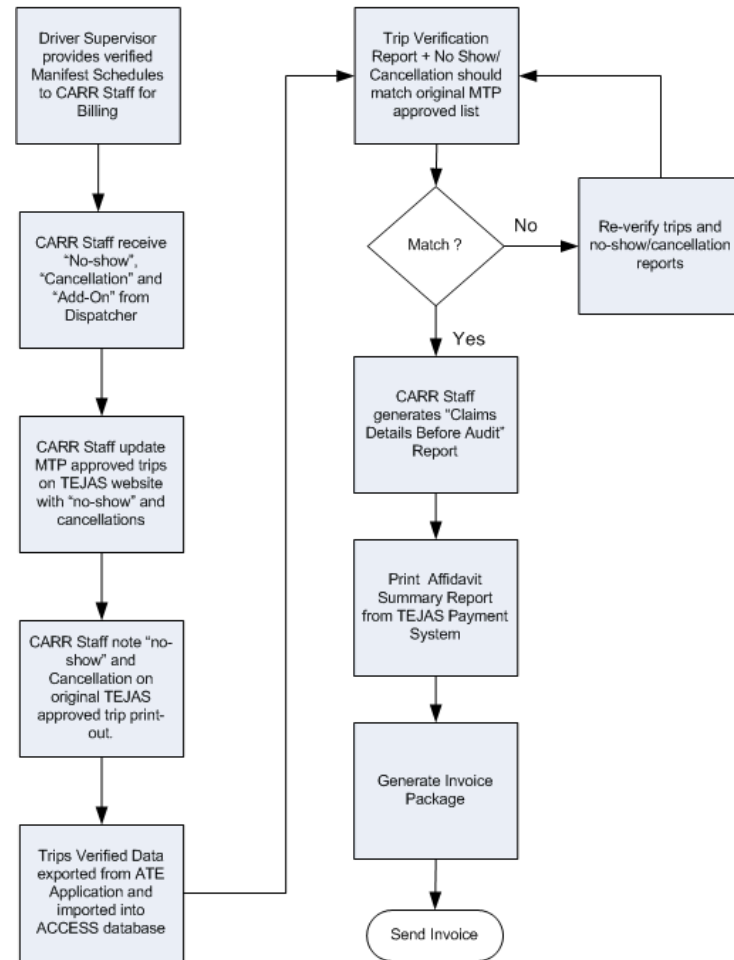
### CTRTRD Billing Process Description

**Medical Transportation:** CTRTRD provides Medical Transportation for the entire 19 county region along with three other transportation providers which serve as subcontractors.

CTRTRD receives manifests from subcontractors which contain the status of the trips that were performed. CTRTRD generates billing packets which include: Driver logs with time, mileage, signatures, “add-on” reports, cancellations and “no-shows”. CTRTRD will only get paid for completed trips, not for cancellations or “no-shows”. Any “add-on” trips will require authorization from MTP and will be handled as a separate trip.

### CTRTRD Billing Process Diagrams

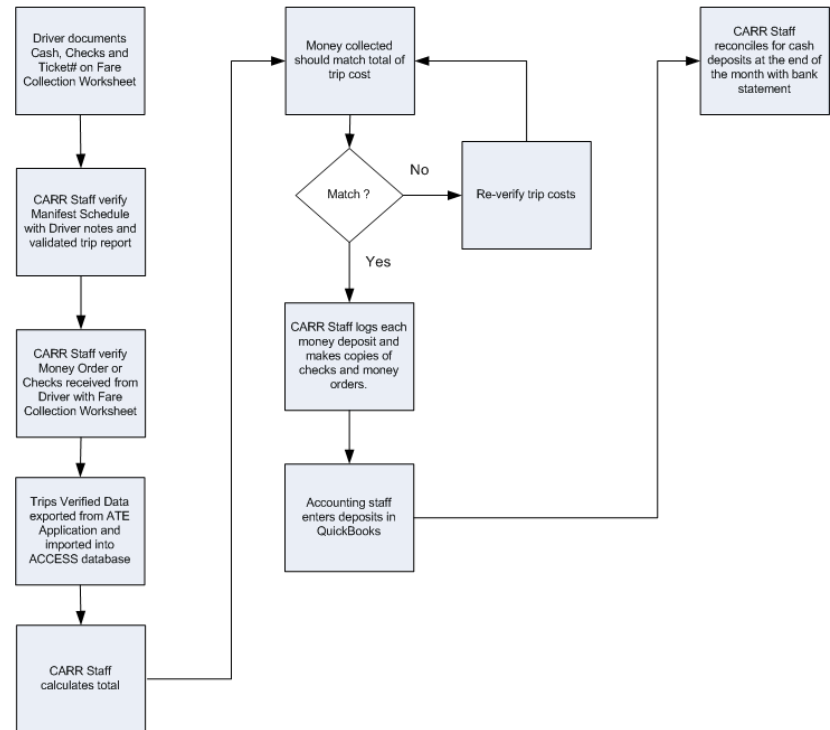
MTP Billing



**Cash fares:** A fare for each one-way trip shall be charged to all eligible passengers and their escorts with the exception of required personal care attendants, who may travel with an eligible passenger at no cost. Fares are based on a one-way trip. Each time the vehicle is boarded, the rider must pay the fare.

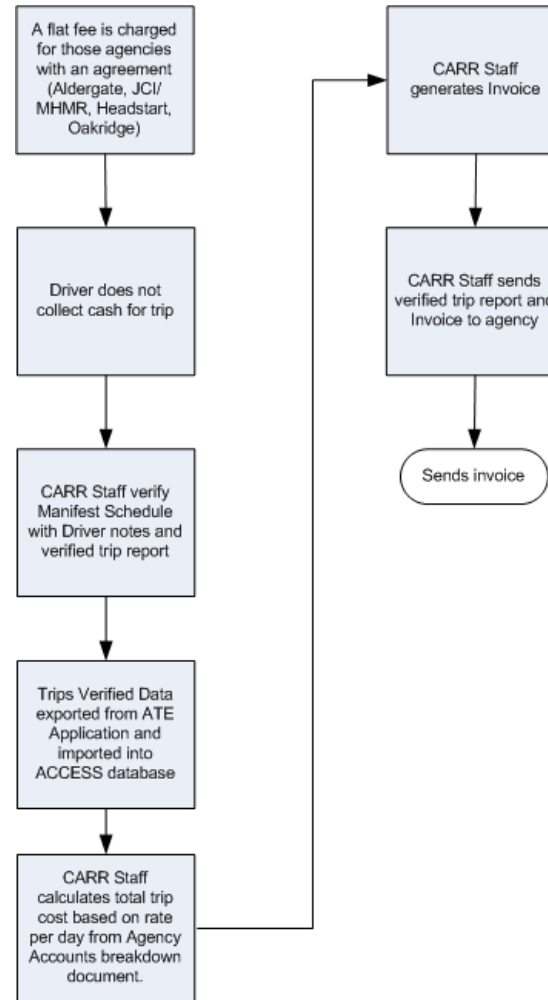
**Pre-paid Fare Passes:** CTRTD sells prepaid fare passes. This option allows the customers to pay for trips in advance. As an incentive to purchase prepaid passes, customers receive four free rides based upon the value of the prepaid fare ticket purchased. When using a prepaid fare ticket, drivers will validate proper fare amount.

Cash and Ticket  
Vouchers Trips Billing



**Charge Accounts:** Charge account will be provided to only those individuals whose rides are charged to an approved agency or facility with an agreement for services with CTRTD. A flat fee will be charged for each trip.

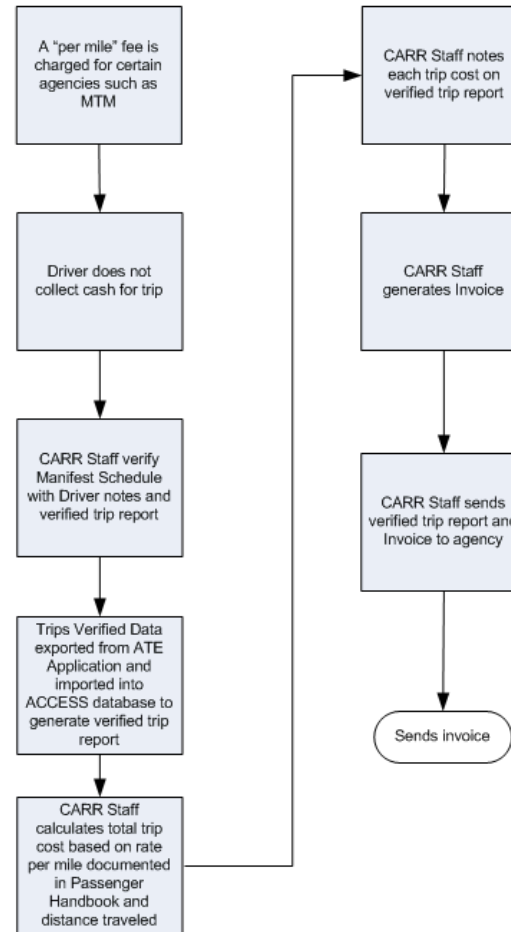
### Flat Fee (Agreements) Billing



**Pay Per Distance:** CTRTD will also charge for transportation based on distance. The rates are the following:

|             |         |
|-------------|---------|
| 6-10 miles  | \$2.00  |
| 11-15 miles | \$3.00  |
| 16-20 miles | \$4.00  |
| 21-25 miles | \$5.00  |
| 26-30 miles | \$6.00  |
| 31-35 miles | \$7.00  |
| 36-40 miles | \$8.00  |
| 41-45 miles | \$9.00  |
| 46-50 miles | \$10.00 |
| 51-55 miles | \$11.00 |
| 56-60 miles | \$12.00 |

Pay Per Distance Billing



Note: MTM provides distance on fax trip request