

**RESOLUTION**

**WHEREAS**, pursuant to N.J.S.A. 40:23-6.53, effective January 16, 2010, municipalities are authorized to enter into contracts with private collection agencies or firms for the collection of outstanding municipal court debt; and

**WHEREAS**, the Administrative Office of the Courts (the “AOC”) issued the Supreme Court Procedures Governing the Private Collection of Municipal Court Debt (the “AOC Procedures”) outlining the requirements for private debt collection companies;

**WHEREAS**, the AOC Procedures authorize a private debt collection company to pursue penalties and fines in certain enumerated categories and authorized to assess an additional fee of up to 22% of the penalty or fine collected; and

**WHEREAS**, on June 27, 2011, the Township of West Orange (the “Township”) obtained authorization from the Division of Local Government Services to utilize Competitive Contracting, pursuant to N.J.S.A. 40A:11-4.1(k) to evaluate, score and award proposals for the private collection of municipal court debt; and

**WHEREAS**, the Township Council adopted Resolution #188-11 authorizing the use of competitive contracting for the Private Collection of Municipal Court Debt; and

**WHEREAS**, the most recent Contract for private collection of Municipal Court Debt has expired; and

**WHEREAS**, on August 11, 2020, the Township advertised an RFP in the Star Ledger for a base term of two years (2) years with an option to extend the contract for an additional one (1) year extensions; and

**WHEREAS** To respond to questions submitted by prospective respondents, on August 26, 2020, the Township issued Addendum #1 to the RFP and extended the submission date to September 9, 2020; and

**WHEREAS**, on September 9, 2020, in response to the Township's RFP, the Township received two (2) proposals:

RTR Financial Services, Inc.  
2 Teleport Drive  
Staten Island, NY 10311  
Arcade, NY 14009

TaxServ Capital Services NJ, LLC  
1313 Dolley Madison Blvd  
Suite LL-130  
McLean, VA 22101-3926

**WHEREAS**, pursuant to the Local Public Contracts Law and the New Jersey Administrative Code, the Township created a three-person Evaluation Committee (the "Committee") to evaluate and score the proposal; and:

**WHEREAS**, pursuant to the N.J.A.C. 5:34-3.4(f) each member of the Evaluation Committee executed a certification that they do not have a conflict of interest with any of the vendors; and

**WHEREAS**, the Committee reviewed and scored the two (2) proposals; and

**WHEREAS**, the Committee issued an Evaluation Report (the "Report"), attached herein as Exhibit "A," recommending that the Township award of the Contract for Private Collection of Municipal Court Debt to RTR Financial Services, Inc. ("RTR") as the highest scored proposal; and

**NOW, BE IT HEREBY RESOLVED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WEST ORANGE** that the Township hereby awards the contract for the Private Collection of Municipal Court Debt to RTR; and it is further

**RESOLVED**, that the Mayor be and is hereby authorized to execute all documents necessary to effectuate the Contract and the Municipal Clerk be and is hereby authorized to attest to the Mayor's signature; and it is further

**RESOLVED**, that the original of the Contract between Township of West Orange and RTR shall be maintained in the Municipal Clerk's office.

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**Karen J. Carnevale, R.M.C.**  
**Municipal Clerk**

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**Michelle Casalino**  
**Council President**

**Adopted: October 20, 2020**