

RESOLUTION NO. 2020- 46

A RESOLUTION AWARDING A CONTRACT TO RTR  
FINANCIAL SERVICES, STATEN ISLAND, NJ FOR  
DELINQUENT FEE COLLECTION SERVICES.

WHEREAS, the City of Vineland has heretofore advertised for proposals for Delinquent Fee Collection Services; and

WHEREAS, the Requests were published on the City's official website and in the City's official newspaper; and

WHEREAS, two (2) proposals were received and evaluated by the Department of Finance; and

WHEREAS, it has been recommended that a contract for the required services be awarded to RTR Financial Services, Inc., Staten Island, NY, for a contract period two (2) years with option to renew for a maximum of two (2) additional one-year periods, at a fee of 15% of the amount collected; and

WHEREAS, the availability of funds for said Contract to be awarded herein have been certified by the Chief Financial Officer; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Vineland that said contract to provide for Delinquent Fee Collection Services, be awarded to RTR Financial Services, Inc., Staten Island, NY, based upon the proposal received, pursuant to a fair and open process.

Adopted:

\_\_\_\_\_  
President of Council

ATTEST:

\_\_\_\_\_  
City Clerk

REQUEST FOR RESOLUTION FOR CONTRACT AWARDS  
UNDER 40A:11-5 EXCEPTIONS  
(PROFESSIONAL SERVICES, EUS, SOFTWARE MAINTENANCE, ETC)



1/10/2020  
\_\_\_\_\_  
(DATE)

1. Service (detailed description): Delinquent Fee Collections

2. Amount to be Awarded: \$ 15% Fee

- Encumber Total Award
- Encumber by Supplemental Release

3. Amount Budgeted: \$ \_\_\_\_\_

4. Budgeted: By Ordinance No. \_\_\_\_\_  
Or Grant: Title & Year \_\_\_\_\_

5. \*\*Account Number to be Charged: \_\_\_\_\_

6. Contract Period: 2 year, with option to renew for a max of 2 addl. one year periods

7. Date To Be Awarded: 1/28/2020

8. Recommended Vendor and Address: RTR Financial Services, Inc., 2 Teleport Dr.  
Staten Island, NY 10311

9. Justification for Vendor Recommendation: (attach additional information for Council review)  
Review of RFP 2019-32 Delinquent Fee Collections was reviewed by Jacqueline Muccirelli, PR. Accountant, and Carmen DiGiorgio, Tax Collector. The RFP evaluation forms revealed the highest score was RTR, unanimously.

- Non-Fair & Open (Pay-to-Play documents required)
- Fair & Open: How was RFP advertised? \_\_\_\_\_

10. Evaluation Performed by: J. Muccirelli, PR Acct & Carmen DiGiorgio, Tax Collector.

11. Approved by: \_\_\_\_\_  
\_\_\_\_\_

12. Attachments:  
 Awarding Proposal  
 Other: \_\_\_\_\_

• Send copies to:  
Purchasing Division  
Business Administration

\*\* If more than one account #, provide break down