

RESOLUTION NO. 2021- 376

A RESOLUTION AMENDING RESOLUTION NO. 2020-472  
AWARDING A CONTRACT TO RTR FINANCIAL  
SERVICES INC., STATEN ISLAND, NY FOR PRIVATE  
COLLECTION OF MUNICIPAL COURT DEBT.

WHEREAS, the City Council of the City of Vineland on November 24, 2020 adopted Resolution No. 2020-472, entitled “A RESOLUTION AWARDING A CONTRACT TO RTR FINANCIAL SERVICES INC., STATEN ISLAND, NY FOR PRIVATE COLLECTION OF MUNICIPAL COURT DEBT”; and

WHEREAS, the original contact terms were authorized at a fee of 15% of the collected amount, for a contract period beginning January 1, 2021 to December 31, 2022 with option to renew for two (2) one-year terms or one (1) two-year term; and

WHEREAS, it has become necessary to amend Resolution No. 2020-472 to change the contract period because said contract also needed the approval of the Administrative Office of the Courts (AOC) before the Court could proceed; and

WHEREAS, since approval was not received until July 19, 2021, contract period must be changed to begin July 19, 2021; and

NOW, THEREFORE BE IT RESOLVED, by the Council of the City of Vineland that Resolution No. 2020-472 is hereby amended to change the period to July 19, 2021 through July 18, 2023, with an option to renew for (2) one-year terms or (1) two-year term, at a fee of 15% of the collected amount.

Adopted:

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President of Council

ATTEST:

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City Clerk

## AMENDING RESOLUTION REQUEST

**FROM:** Miguel A. Mercado, Purchasing Agent

**TO:** Business Administration

**Date of Request:** July 21, 2021

**City Council Meeting Date:** August 10, 2021

**Title: Private Collection of Municipal Court Debt**

**Resolution Request:**

This is a request to amend Resolution No. 2020-472 for Private Collection of Municipal Court Debt. City Council approved award to RTR Financial Services Inc. at a fee of 15% of the collected amount for a contract period January 1, 2021 through December 31, 2022 with an option to renew for (2) one-year terms or (1) two-year term). Award was made as a Fair and Open contract.

RTR Financial Services Inc. contract C21-0106 had to wait for approval from the Administrative Office of the Courts (AOC) which was on July 19, 2021 before our Municipal Court could proceed with the contract. Therefore, the beginning date of the contract will have to be changed to: July 19, 2021 to July 18, ~~2022~~ with an option to renew for (2) one-year terms or (1) two-year term.

The vendor is: RTR Financial Service Inc.  
2 Teleport Drive  
Staten Island, NY 10311

Contract Period: July 19, 2021 to July 18, 2023.

Any questions or need additional information, please contact me.

Sincerely,

*Miguel A. Mercado (JB)*

Miguel A. Mercado, QPA

**GLENN A. GRANT, J.A.D.**  
Acting Administrative Director of the Courts

Richard J. Hughes Justice Complex • P.O. Box 037 • Trenton, NJ 08625-0037

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July 19, 2021

Mr. Miguel A. Mercado, QPA  
Purchasing Agent  
City of Vineland  
640 East Wood Street – P.O. Box 1508  
Vineland, NJ 08362

Re: City of Vineland - Private Collection of Municipal Court Debt

Dear Mr. Mercado:

This office has completed its review of the submitted contract concerning the collection of outstanding municipal court debt for the City of Vineland. I am pleased to advise that the contract providing RTR Financial Services, Inc. with the rights to this service is approved by this office.

To facilitate implementation of the contract, I have attached the document entitled "Private Collection Agency Vendor Implementation Guide." This guide provides chosen vendors with the information they need to begin accepting, from this office, electronic files containing your court's collection-related information. Please forward this guide to your RTR Financial Services, Inc. representative. Additionally, following their review, the vendor representative and/or the court administrator should contact this office's Municipal Court Services Division at 609-815-2900, ext. 55273 to schedule a kick-off meeting.

Finally, it is important that you promptly notify Municipal Court Services in the event your contract is expected to be renewed by you and the vendor, modified in any way, or terminated by either party. Receiving this prior notification is vital for ensuring the integrity of the program.

Thank you for participating in the private collection of outstanding municipal court debt program. If you have any questions concerning the program, please do not hesitate to contact the Municipal Court Services Division at 609-815-2900, ext. 54850.

Very truly yours,



Glenn A. Grant, J.A.D.

cc. Benjamin C. Telsey, A.J.S.C.  
Thomas M. North, P.J.M.C.  
Demetrica Todd-Ruiz, C.J.M.C.  
Jeanine Brownlee, Principal Purchasing Agent  
Steven D. Bonville, Chief of Staff  
Jennifer M. Perez, Director

Jason Corter, T.C.A.  
Ashley Wolk, M.D.M.  
Steven A. Somogyi, Asst. Director  
Rhonda Crimi, Chief  
Sandra Wright, Project Manager  
Rachele D'Ippolito, C.M.C.A.