

RESOLUTION

WHEREAS, pursuant to N.J.S.A. 40:23-6.53, 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, following the expiration of the most recent Contract for Private Collection of Municipal Court Debt (the “Contract”), on February 19, 2025, the Township advertised a Request for Proposal (the “RFP”) in the Star Ledger and Township website for a new Contract with a base term of two (2) years with an option to extend the Contract for an additional one-year term; and

WHEREAS, on April 16, 2025, the Township received one (1) proposal in response to the RFP from a vendor who had previously performed the Contract with the Township, TaxServ Capital Services NJ, LLC, 1458 Ingleside Avenue, McLean, VA 22101-3709 (“TaxServ”); and

WHEREAS, TaxServ’s proposal provides for an administrative fee of 18% payable for by all debtors in addition to the collected municipal court debt owed to the Township; and

WHEREAS, the Purchasing Department has prepared an evaluation report pursuant to the Local Public Contracts Law, annexed hereto as Exhibit “A,” recommending the award of the Contract to TaxServ.

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 TaxServ; 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 TaxServ shall be maintained in the Municipal Clerk’s office.

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

Joe Krakoviak
Council President

Adopted: May 6, 2025