

DIVISION OF LOCAL GOVERNMENT SERVICES
SHARED SERVICES AGREEMENT
COVER SHEET

PROVIDER: Robbinsville Township COUNTY: Mercer

RECIPIENT: Hightstown Borough COUNTY: Mercer

BRIEF DESCRIPTION OF SERVICE:

Automotive Services

EFFECTIVE DATE: 1/1/17

EXPIRATION DATE: 12/31/17

ESTIMATED COST SAVINGS
TO BE ACHIEVED OVER THE TERM OF THE AGREEMENT varies - dependent upon work needed

Please submit this cover sheet with shared service agreement either via email to EGG@dca.state.nj.us or hard copies may be mailed to the Division of Local Government Services at PO Box 803, Trenton, NJ 08625-0803. Mailed correspondence should be sent to the attention of Shared Services.

A RESOLUTION AUTHORIZING AND APPROVING A SHARED SERVICES AGREEMENT FOR AUTOMOTIVE SERVICES BETWEEN THE BOROUGH OF HIGHTSTOWN AND THE TOWNSHIP OF ROBBINSVILLE

WHEREAS, the Borough of Hightstown desires to contract with the Township of Robbinsville to provide automotive services to the Borough of Hightstown for the period of January 1, 2017 to December 31, 2018; and

WHEREAS, the Township of Robbinsville has agreed to provide automotive services to the Borough of Hightstown at the following rate

- a. Labor rate of \$62.42 per man hour for calendar year 2017, and \$63.67 for calendar year 2018.
- b. 10% over Township cost for all repair parts and sublet parts. No charge will be made for parts which are supplied by Hightstown Borough.

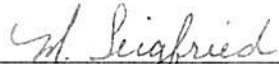
WHEREAS, such agreements are authorized pursuant to N.J.S.A. 40A:65-1 et. seq.; and

WHEREAS, this agreement is in the best interest of the Township of Robbinsville.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Robbinsville, in the County of Mercer and State of New Jersey, that the Shared Services Agreement between the Borough of Hightstown and the Township of Robbinsville for the provision of automotive services is authorized and accepted and the proper officials of the Township of Robbinsville are authorized to execute said agreement.

BE IT FURTHER RESOLVED that the agreement shall take effect upon the execution of agreement by the parties in accordance with N.J.S.A. 40A:65-1 et. seq.

I certify this to be a true copy of a resolution adopted by the Township Council of the Township of Robbinsville at a meeting held on February 9, 2017.



Michele Seigfried, Municipal Clerk

SHARED SERVICE AGREEMENT BETWEEN
ROBBINSVILLE TOWNSHIP AND THE BOROUGH OF HIGHTSTOWN

THIS SHARED SERVICE AGREEMENT is effective January 1, 2017, between the TOWNSHIP OF ROBBINSVILLE, a municipal corporation of the State of New Jersey, 1 Washington Blvd., Robbinsville, NJ, hereinafter referred to as "Township" and the BOROUGH OF HIGHTSTOWN, 156 Bank Street, Hightstown, NJ, hereinafter referred to as "Borough".

Witnesseth that:

Whereas, the Borough of Hightstown desires to contract with the Township of Robbinsville for the provision of automotive repair services for the Borough of Hightstown's vehicles and equipment; and

Whereas, the Township of Robbinsville is agreeable to providing automotive repair services to the Borough of Hightstown for a fee and certain specified conditions; and

Whereas, the *Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq.*, permits local units of this State to enter into a contract with any other local unit for the joint provisions within their combined jurisdictions of any service which any party to the agreement is empowered to render within its jurisdiction; and

Whereas, the Township of Robbinsville and the Borough of Hightstown have authorized and approved of this Agreement by resolution duly adopted pursuant to *N.J.S.A. 40A:65-5 of the Uniform Shared Services Consolidation Act*;

Now, therefore, in consideration of the mutual agreements and covenants contained herein, the parties hereto agree as follows:

1. **Term.** This Agreement shall be for a two-year term to take effect January 1, 2017 and expire December 31, 2018.
2. **Scope of Services.** The Township shall provide automotive services to the Borough according to the terms and conditions set forth below:
 - a. No vehicle/equipment repair in excess of \$350.00 shall be made by the Township unless specifically authorized by the designated the Borough representative.
 - b. The Borough shall designate one (1) person and one (1) back up person to schedule and be responsible for authorization on all repairs.
 - c. Minor road calls shall be performed by the Township during normal working hours and the hourly rate provided in 3a below, provided manpower and equipment is available and not being utilized in servicing /repair of Township vehicles.

d. Minor emergency repairs, such as flat tires, will be performed on an immediate basis at the Township facility, (DPW garage) during normal business hours.

3. **Fees.** The Township shall charge the Borough for automotive services as follows:
 - a. Labor rate of \$62.42 per man hour for calendar year 2017, and \$63.67 for calendar year 2018.
 - b. 10% over Township cost for all repair parts and sublet parts. No charge will be made for parts which are supplied by the Borough.
4. **Billing and Payment.** The Township shall provide the Borough with itemized monthly billings of all repair costs. Payment shall be due from the Borough within 30 (thirty) days of the date of billing.
5. **Liability.** The Township and the Borough shall be responsible for acts of their own negligence consistent with the provisions of the *New Jersey Tort Claims Act, N.S.J.A. 59:1-1 et seq.*, arising out of or related to performance of any activity under the terms of this Agreement.
6. Each party shall notify the other in writing sixty (60) days before expiration of this agreement if it desires to continue services and negotiate a new contract for the succeeding year.

IN WITNESS WHEREOF, parties of the Agreement have caused it to be signed by their proper officers and their corporate seals to be affixed as of the day and year set forth above.

ATTEST: (Affix Seal)

MICHELE SEIGFRIED,
Township Clerk

ATTEST: (Affix Seal)

DEBRA L. SOPRONYI,
Borough Clerk

TOWNSHIP OF ROBBINSVILLE

DAVID FRIED, Mayor

BOROUGH OF HIGHTSTOWN

LAWRENCE D. QUATTRONE,
Mayor