

DIVISION OF LOCAL GOVERNMENT SERVICES  
SHARED SERVICES AGREEMENT  
COVER SHEET

PROVIDER: MARLBORO Bd OF EDUCATION COUNTY: MON

RECIPIENT: MARLBORO TWP COUNTY: MON

BRIEF DESCRIPTION OF SERVICE:

<p>SUMMER RECREATION BUSINESS</p>
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EFFECTIVE DATE: 6/30/14

EXPIRATION DATE: 8/8/14

Please submit this cover sheet with shared service agreement either via email to [EGG@dca.state.nj.us](mailto: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.

RESOLUTION # 2014-205

AUTHORIZING A SHARED SERVICES AGREEMENT WITH THE MARLBORO TOWNSHIP BOARD OF EDUCATION FOR BUS TRANSPORTATION SERVICES OF CHILDREN TO AND FROM THE TOWNSHIP OF MARLBORO'S 2014 SUMMER RECREATION CAMP PROGRAM

WHEREAS, the Marlboro Township Board of Education (the "Board") owns/leases a fleet of school buses used to transport children to and from schools that comprise the Marlboro Township School District (the "District"); and

WHEREAS, the Township of Marlboro (the "Township") intends to operate a Summer Camp Recreation Camp Program ("Summer Camp") for the Township's resident children, some of whom shall require transportation to and from home to the various camp sites (schools), as well as some of whom shall require transportation to and from the Township Recreation Center for the pre and after camp program to the various camp sites, as well as all campers who will require transportation to and from the various camp sites to the Aquatics Center, as well as all campers who will require transportation to and from the camp sites to other trip destinations inside and outside of the Township for Summer Camp activities (the "Transportation Services"); and

WHEREAS, pursuant to N.J.S.A. 18A:39-22, the Board is authorized to permit the use of school buses it owns or leases for the purpose of transporting children and adults participating in a recreation or other program operated by the municipality in which the Board's School District is located; and

WHEREAS, the Township and the Board desire to enter into a Shared Services Agreement to provide Transportation Services for the Summer Camp for the period commencing on or about June 30, 2014 and terminating on August 8, 2014; and

WHEREAS, the costs of the Transportation Services for Summer Camp shall be paid by the Township to the Board as follows:

(1) Transportation to and from the camper's home to the various camp sites at the rates specified below for an amount not to exceed \$49,000.00:

- (a) \$285.00 for each six week Summer Camp participant
- (b) \$230.00 for each five week Summer Camp participant
- (c) \$150.00 for each three week Summer Camp participant

(2) For shuttle services comprising transportation of Summer Camp participants not to exceed \$42,000.00:

- (a) to and from the Township Recreation Center for the pre and after camp program to the various camp sites
- (b) to and from the various camp sites to the Aquatic Center

(3) Transportation to and from trip destinations as determined by the Township Recreation Department, \$250.00 per day, per bus plus the cost of tolls and parking fees: for an amount not to exceed \$64,500.00.

WHEREAS, N.J.S.A. 40A:65-1 et seq. authorizes local units to enter into shared services agreements for the provision of services, including the transportation services contemplated herein; and

WHEREAS, the proposed Shared Services Agreement for the Transportation Services is on file in the Township Clerk's office in accordance with the provisions of N.J.S.A. 40A:65-5(b); and

WHEREAS, funds for the transportation services will be available in the Recreation Trust Account #09-201-55-400-288-480; and

WHEREAS, the Mayor and Marlboro Township Council desire to enter into the proposed Shared Services Agreement with the Board pursuant to the above-described terms and conditions for a total contract amount not to exceed \$155,500.00.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Marlboro, County of Monmouth, State of New Jersey, that the Mayor and Township Clerk are hereby authorized and directed to execute and witness, respectively, the proposed Shared Services Agreement in a form substantially similar as that attached hereto for the provision of transportation services for the Marlboro Township Summer Camp Program for the term and conditions described hereinabove; and

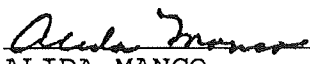
BE IT FURTHER RESOLVED, that, pursuant to N.J.S.A. 40A:65-4(b), a copy of the shared services agreement authorized herein shall be filed with the Division of Local Government Services in the Department of Community Affairs for informational purposes; and


BE IT FURTHER RESOLVED, that a copy of the shared services agreement authorized herein shall be open to the public for inspection in the Township Clerk's Office; and

BE IT FURTHER RESOLVED that a duly certified copy of this resolution be forwarded to:

- a. Marlboro Township Board of Education
- b. Recreation Department
- c. Mayor Jonathan L. Hornik
- d. Chief Financial Officer

OFFERED BY: CANTOR                      AYES:                      4  
SECONDED BY: MAZZOLA                      NAYS:                      0  
ABSENT:                      LaROCCA

  
ALIDA MANCO  
MUNICIPAL CLERK

  
SCOTT METZGER  
COUNCIL PRESIDENT

CERTIFICATION

I hereby certify the above to be a true and exact copy of a Resolution adopted by the Township Council of the Township of Marlboro at a meeting held on 5-19-2014

  
Township Clerk

# PURCHASE ORDER

## Township of Marlboro

Finance Department  
1979 Township Drive  
Marlboro, NJ 07746  
732-536-0200

THIS P.O.# MUST APPEAR ON ALL  
VOUCHERS, CORRESPONDENCE,  
INVOICE, SHIPMENTS, ETC.

9332

**PO DATE**  
5/ 6/2014

**CONTRACT NO.**

**REQ NO.**  
9800

**DEPARTMENT**  
Administration

SIGN & RETURN PURCHASE ORDER TO FINANCE

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R**

4660  
MARLBORO TOWNSHIP BOARD OF ED  
1980 TOWNSHIP DRIVE  
MARLBORO NJ 07746

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Marlboro Recreation  
1996 Recreation Way  
Marlboro NJ 07746

**DESCRIPTION / SPECIAL INSTRUCTIONS**

R2014-\_\_\_\_\_ - SUMMER CAMP BUS TRANSPORTATION SERVICE (MTG 5/15/14)

Item #	Quantity	Description	Unit Price	Total Price
0920155400288480	1.000	CONTRACTUAL SERVICES - SUMMER CAMP BUS TRANSPORTATION TO/FROM SUMMER CAMP (NOT TO EXCEED)	49000.000	49,000.00
0920155400288480	1.000	BUS TRANSPORTATION SHUTTLE SUMMER CAMP SITES TO/FROM AQUATIC CENTER (NOT TO EXCEED)	42000.000	42,000.00
0920155400288480	1.000	BUS TRANSPORTATION SUMMER CAMP TRIPS (NOT TO EXCEED)	64500.000	64,500.00
<b>Purchase Order Total</b>				<b>155,500.00</b>

**NO ORDER VALID UNLESS SIGNED BELOW**

*Approved for Purchase*

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**Purchasing Agent**

*Certification of Funds*

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**Finance Office / CFO**

**DEPARTMENT CERTIFICATION**

I having knowledge of the facts certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

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*Signature* *Date*

**VENDOR'S CERTIFICATION OF PERFORMANCE**

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

**X**

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**Vendor Sign Here** *DATE*

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**Name (Print or Type)**

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<i>Approved for payment</i>	<i>Check #</i> <span style="float: right;"><i>Date</i></span>
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**2014 Summer Camp Busing Proposal**  
**From Marlboro Board of Education**

(1) Transportation to and from the camper's home to the various camp sites at the rates specified below:

- (a) \$285.00 for each six week Summer Camp participant
- (b) \$230.00 for each five week Summer Camp participant
- (c) \$150.00 for each three week Summer Camp participant

(fee is per camper basis) est. 172 campers @ \$285/camper = \$49,000

(2) For shuttle services comprising transportation of Summer Camp participants:

- (a) to and from the Township Recreation Center for the pre and after camp program to the various camp sites
- (b) to and from the various camp sites to the Aquatics Center

168 shuttles @ \$250/shuttles = \$42,000

(3) Transportation to and from trip destinations as determined by the Township Recreation Department, \$250.00 per day, per bus.

43 Trips @ 6 busses @ \$250/bus = \$64,500

# Marlboro Township Public Schools

1980 TOWNSHIP DRIVE, MARLBORO, NEW JERSEY 07746-2298

TELEPHONE: (732) 972-2000, x2010

FAX: (732) 972-2003

www.marlboro.k12.nj.us

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JIAN KAO  
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BONNIESUE ROSENWALD

MICHAEL LILONSKY  
PRESIDENT

VICTORIA DEAN  
VICE PRESIDENT

ERIC M. HIBBS, Ed.D.  
SUPERINTENDENT OF SCHOOLS

CINDY S. BARR-RAGUE  
SCHOOL BUSINESS ADMINISTRATOR/  
BOARD SECRETARY

The Board of Education approved the following on a motion by Victoria Dean, seconded by Carol Gambardella and a roll call vote of 9-0-0.

## 8. APPROVAL OF SHARED SERVICES AGREEMENT

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., authorizes public entities to enter into a contract with each other to subcontract any service which one of the parties to the agreement is empowered to render within its own jurisdiction including services incidental to the primary purposes of any of the participating entities; and

WHEREAS, the Marlboro Township Board of Education (hereinafter referred to as "the Board") owns/leases a fleet of school buses, which it uses to transport children to and from the schools that comprise the Marlboro Township School District (hereinafter referred to as "the District"); and

WHEREAS, the Township of Marlboro (hereinafter referred to as "the Township") intends to operate a Summer Recreation Camp program (hereinafter referred to as "Summer Camp") during the summer of 2014 for children who reside in the Township, and expects that said children will need and/or want transportation to and from the Township Recreation Center, as well as transportation to and from the Township Recreation Center to other locations within the Township for Summer Camp activities and outside of the township for trips, on a daily basis; and

WHEREAS, the Board is specifically authorized, pursuant to N.J.S.A. 18A:39-22, to permit the use of school buses that it owns or leases for the purpose of transporting children and adults participating in a recreation or other program operated by the municipality or municipalities in which the District is located, provided that: (a) each use of school buses for

these purposes is approved by the Board; (b) such use of school buses shall not interfere with the transportation of school pupils; and (c) the school buses so used shall be operated only by persons licensed as bus drivers; and

WHEREAS, the parties are of the opinion that the provision of such transportation services can be more efficiently and economically provided through a joint agreement for the subcontracting of services; and

WHEREAS, the parties are thus desirous of entering into a shared services agreement that would authorize the Board to provide the above-referenced transportation services on behalf of the Township, with the Board using its Transportation Department and licensed bus driver employees to coordinate the transportation, develop the bus routes, and provide said transportation, and for which the Township shall reimburse the Board for the costs incurred by the Board, including but not limited to the costs of fuel, driver salaries, insurance and depreciation;

NOW THEREFORE, BE IT RESOLVED, that the Board hereby approves the attached Shared Services Agreement with the Township commencing on or around June 30, 2014 through August 15, 2014; and

BE IT FURTHER RESOLVED, that the Board President and the Board Secretary are authorized to sign the Shared Services Agreement and such other documents as are necessary to effectuate the terms of this resolution; and

BE IT FURTHER RESOLVED, that the Shared Services Agreement shall be filed and open for public inspection at the administrative offices of the Board.

I HEREBY CERTIFY THE ABOVE TO BE A TRUE AND EXACT COPY OF A RESOLUTION APPROVED AND ADOPTED ON APRIL 29, 2014.



\_\_\_\_\_  
CINDY S. BARR-RAGUE  
SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY

**Marlboro Township Board of Education**  
**2014 Summer Recreation Camp Busing Proposal**

Cost for Campers to and from camp daily:

6 week campers	\$285
5 week campers	\$230
3 week campers	\$150

Cost for Shuttles to and from school and swim club daily       \$42,000

A total of 7 busses will be provided from both to and from camp and shuttles

Campers must adhere to all bus safety rules and regulations as  
Outlined on attached sheet

No FOOD is permitted on bus.

NO REFUNDS WILL BE GIVEN

Parents of Kindergarten and 1<sup>st</sup> grade campers must be at bus stop, in not, child will  
Be returned to Recreation Center

Buses will not enter cul-de-sacs, and there will not be door-to-door stops.

All drivers will wear Township Camp T-shirts and MTBOE photo identification

Trips

Cost for daily trips to various locations, per day per bus       \$250

A total of 6 buses will be provided