

**DIVISION OF LOCAL GOVERNMENT SERVICES**  
**SHARED SERVICES AGREEMENT**  
**COVER SHEET**

PROVIDER: Robbinsville Township COUNTY: Mercer

RECIPIENT: Mercer County Soil Conservation District COUNTY: Mercer

**BRIEF DESCRIPTION OF SERVICE:**

Vehicle Maintenance and Equipment Services

EFFECTIVE DATE: 1/1/18

EXPIRATION DATE: 12/31/18

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](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.

**A RESOLUTION AUTHORIZING AND APPROVING A SHARED SERVICES AGREEMENT FOR AUTOMOTIVE SERVICES BETWEEN MERCER COUNTY SOIL CONSERVATION DISTRICT AND THE TOWNSHIP OF ROBBINSVILLE**

**WHEREAS**, Mercer County Soil Conservation District desires to contract with the Township of Robbinsville to provide automotive services to Mercer County Soil Conservation District for the period of January 1, 2018 to December 31, 2018; 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 Mercer County Soil Conservation District 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*;

**WHEREAS**, the Township of Robbinsville has agreed to provide automotive services to Mercer County Soil Conservation District at the following rate

- a. Labor rate of \$66.30 per man hour
- b. 10% over Township cost for all repair parts and sublet parts. No charge will be made for parts which are supplied by the Mercer County Soil Conservation District.

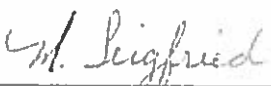
**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Robbinsville, in the County of Mercer and State of New Jersey, that the Shared Services Agreement between the Mercer County Soil Conservation District and the Township of Robbinsville for the provision of automotive services 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:65-5(c), et seq.

**BE IT FURTHER RESOLVED** that a copy of this resolution and agreement shall be forwarded to the Director of the Division of Local Government Services as per NJSA 40A:65-4 (3)b.

**BE IT FURTHER RESOLVED** that a copy of this resolution shall be forwarded to the Chief Financial Officer, the Director of Public Works, and the Mercer County Soil Conservation District.

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 January 11, 2018.

  
Michele Seigfried, Municipal Clerk

SHARED SERVICE AGREEMENT BETWEEN THE TOWNSHIP OF ROBBINSVILLE AND  
THE MERCER COUNTY SOIL CONSERVATION DISTRICT

THIS SHARED SERVICE AGREEMENT is effective January 1, 2018, between the TOWNSHIP OF ROBBINSVILLE, a municipal corporation of the State of New Jersey, 2298 Route 33, Robbinsville, NJ, 08691, hereinafter referred to as "Township of Robbinsville" and the Mercer County Soil Conservation District, 508 Hughes Drive, Hamilton Square, NJ 08690, hereinafter referred to as "Mercer County Soil Conservation District".

*Witnesseth that:*

**Whereas, the** Mercer County Soil Conservation District desires to contract with the Township of Robbinsville for the provision of automotive repair services for the Mercer County Soil Conservation District's vehicles and equipment; and

**Whereas, the** Township of Robbinsville is agreeable to providing automotive repair services to the Mercer County Soil Conservation District 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 =

**Whereas, the** Township of Robbinsville and the Mercer County Soil Conservation District 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 take effect January 1, 2018 and expire December 31, 2018.
2. **Scope of Services.** The Township of Robbinsville shall provide automotive services to the Mercer County Soil Conservation District according to the terms and conditions set forth below:
  - a. No vehicle/equipment repair in excess of \$750.00 shall be made by the Township of Robbinsville unless specifically authorized by the designated the Mercer County Soil Conservation District representative.
  - b. The Mercer County Soil Conservation District shall designate one (1) person and one (1) back up person to schedule and be responsible for authorization on all repairs.

c. Minor emergency repairs, such as inoperative lighting, wiper blades, etc, will be performed on an immediate basis at the Township of Robbinsville facility, (DPW garage) during normal business hours.

3. **Fees.** The Township of Robbinsville shall charge the Mercer County Soil Conservation District for automotive services as follows:
  - a. Labor rate of \$66.30 per man hour
  - b. 10% over Township of Robbinsville cost for all repair parts and sublet parts. No charge will be made for parts which are supplied by Mercer County Soil Conservation District.
4. **Billing and Payment.** The Township of Robbinsville shall provide the Mercer County Soil Conservation District with itemized monthly billings of all repair costs. Payment shall be due from Mercer County Soil Conservation District within 30 (thirty) days of the date of billing.
5. **Liability.** The Township of Robbinsville and the Mercer County Soil Conservation District 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)

TOWNSHIP OF ROBBINSVILLE

\_\_\_\_\_  
MICHELE SEIGFRIED,  
Township Clerk

\_\_\_\_\_  
DAVID FRIED, Mayor

ATTEST: (Affix Seal)

MERCER COUNTY SOIL CONSERVATION  
DISTRICT

\_\_\_\_\_  
Print Name:

\_\_\_\_\_  
Mr. Paul Schiariti