

DIVISION OF LOCAL GOVERNMENT SERVICES

SHARED SERVICES AGREEMENT

COVER SHEET

PROVIDER: Monmouth County Sheriff's Office COUNTY: Monmouth

RECIPIENT: Borough of Highlands COUNTY: Monmouth

BRIEF DESCRIPTION OF SERVICE:

County will provide emergency dispatch Services

EFFECTIVE DATE: January 1, 2015

EXPIRATION DATE: December 31, 2019

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.

SHARED SERVICE AGREEMENT

**BETWEEN THE
COUNTY OF MONMOUTH,
THROUGH
THE MONMOUTH COUNTY
SHERIFF'S OFFICE, COMMUNICATIONS DIVISION**

**AND THE
BOROUGH OF HIGHLANDS**

THIS SHARED SERVICE AGREEMENT (the "Agreement") is made this 3rd day of Dec, 2014 by and between the COUNTY OF MONMOUTH, a body politic of the state of New Jersey, having its principal offices located at the Hall of Records, 1 E. Main Street, Freehold, New Jersey 07728 and the MONMOUTH COUNTY SHERIFF'S OFFICE with its principal offices located at 2500 Kozloski Road, Freehold, New Jersey 07728 (hereinafter jointly referred to as the "County"), and the Borough of Highlands, in the County of Monmouth, a municipal corporation of the State of New Jersey, (referred to as the "Municipality").

IT IS AGREED:

1. The County, under the auspices of the Monmouth County Sheriff's Office, Communications Division, will serve as the Public Safety Answering Point (PSAP) for the Municipality, in accordance with the participation plan previously submitted by the Municipality. The County will provide all calls to the Municipality by call relay, transfer, or direct emergency dispatch, in accordance with the Municipality's participation plan. The system will meet the technical requirements and operational standards set forth in *N.J.S.A. 17:24-1, et seq.* The County will provide direct emergency dispatch services for Fire and Emergency Medical Services (EMS) for the municipality.
2. The full 2015 fee shall be \$14,092.68. Upon receipt of a proper invoice from the County, the Municipality shall pay said fee on or about April 1, 2015.

- (a) The annual fee thereafter shall be determined in accordance with the County's shared service proposal distributed to the Municipality on or about November 15th of the prior year. The Municipality shall pay the County the service fee on or about April 1st of each year of the Agreement.
 - (b) Should the method of service and billing be rolled into the general County Tax rate or some other basis, then this Agreement shall terminate on the date of the transition to such change.
 - (c) The County shall provide said service for the period January 1, 2015, or as soon thereafter as the services begin, through December 31, 2019.
 - (d) The County will provide computer related services to support any call taking and dispatching functions for the Municipality as required wherein public safety software and related features/capabilities may include, but are not limited to, mobile client, field reporting, Computer Aided Dispatch (CAD) and records management.
 - (e) The Municipality will maintain and support all local hardware, routers and air cards.
 - (f) The County will maintain and support all core infrastructure equipment and systems located at the Communications Division, which includes all routers and servers.
3. If the Municipality decides to procure and utilize an Automatic License Plate Recognition (ALPR) system, then the County will physically store and maintain a server environment to host a regional ALPR system, subject to the following provisions:
- (a) The Municipality shall procure and maintain all local equipment to operate an ALPR system, including all recurring costs associated with setting up the local ALPR system. This equipment shall include, but not be limited to client computers, local servers, cameras, network infrastructure to connect to the regional ALPR network.
 - (b) The County shall have the Municipality's ALPR data available 24/7 or for the maximum uptime, given routine server service and unplanned outages.

- (c) The regional server environment shall be redundant, to minimize downtime and to ensure the highest level of system availability.
 - (d) Both parties shall employ the same data security practices when utilizing the local ALPR system as is required when accessing and utilizing the NCIC system.
4. This agreement is permitted under the New Jersey Uniform Shared Services and Consolidation Act pursuant to *N.J.S.A. 40A:65-1, et seq.*
 5. The County shall defend, indemnify and save harmless the Municipality, its officers, agents and employees from and against all suits, costs (including attorney fees and costs), claims, expenses, liabilities, and judgments of every kind to which the Municipality may be subjected by reason of any actions or inactions by the County or its officers, agents or employees.
 6. The Municipality shall defend, indemnify and save harmless the County, its officers, agents and employees from and against all suits, costs (including attorney fees and costs), claims, expenses, liabilities, and judgments of every kind to which the County may be subjected by reason of any actions or inactions by the Municipality or its officers, agents or employees.
 7. Either party may terminate this Agreement with minimum ninety (90) days written notice, with or without cause. The County explicitly reserves the right to terminate this Agreement with ninety (90) days written notice for the following reasons:
 - (a) The Municipality has failed to make timely payment for services rendered, in response to the County's invoice.
 - (b) The Municipality has failed to comply with the State and County system guidelines, provided that the Municipality has been notified of the failure(s) and not cured the failure(s) within a reasonable time following such notice.
 8. The Clerk of the County's Board of Chosen Freeholders shall file a fully executed copy of this Agreement with the Division of Local Government Services, New Jersey Department of Community Affairs.
 9. Each party to this Agreement represents to the other party that its governing body has duly adopted a resolution authorizing the execution of this Agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be signed, attested and sealed by their respective and duly authorized officials.

COUNTY OF MONMOUTH

BOROUGH OF HIGHLANDS

Lillian G. Burry
By: Lillian G. Burry
Title: Freeholder Director

[Signature]
By:
Title:

Date: 1/2/15

Date: _____

ATTEST:

ATTEST

[Signature]
Clerk of the Board

[Signature]
Municipal Clerk

MONMOUTH COUNTY SHERIFF'S OFFICE

Shaun Golden
By: Shaun Golden
Title: Sheriff

Date: 1/15/15

WITNESS / ATTEST:

Heather M Blau



R-14-238
RESOLUTION APPROVING SHARED SERVICE AGREEMENT
WITH THE MONMOUTH COUNTY SHERIFF'S OFFICE


WHEREAS, the Borough's Shared Service Agreement with the Monmouth County Sheriff's Office is going to be expiring; and

WHEREAS, the Borough wishes to renew the shared services agreement with the Monmouth County Sheriff's Office for Emergency Dispatch Services for the calendar year 2015.

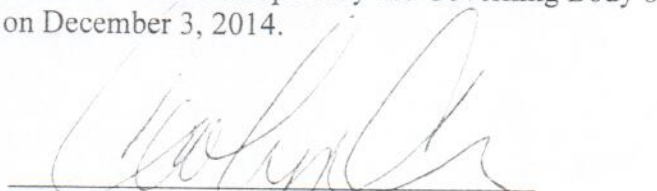
NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Highlands that the Borough hereby approves the shared services agreement with the Monmouth County Sheriff's Office for emergency dispatch services for the year 2015 and the Borough Administrator and Clerk are hereby authorized to execute agreement.

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
CARD		x	x			
KANE			x			
REDMOND			x			
RYAN			x			
NOLAN	x		x			
ON CONSENT AGENDA YES <input checked="" type="checkbox"/> NO						

DATE: December 3, 2014


 Carolyn Cummins, Borough Clerk

I hereby certify this to be a true copy of Resolution R-14-238 adopted by the Governing Body of the Borough of Highlands at a meeting held on December 3, 2014.


 Borough Clerk/Deputy Clerk