

DIVISION OF LOCAL GOVERNMENT SERVICES
SHARED SERVICES AGREEMENT
COVER SHEET

PROVIDER: BOROUGH OF PARAMUS COUNTY: BERGEN

RECIPIENT: BOROUGH OF TETERBORO COUNTY: BERGEN

BRIEF DESCRIPTION OF SERVICE:

FLEET MAINTENANCE

EFFECTIVE DATE: JANUARY 1, 2016

EXPIRATION DATE: DECEMBER 31, 2016

ESTIMATED COST SAVINGS
TO BE ACHIEVED OVER THE TERM OF THE AGREEMENT _____

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.

AN INTERLOCAL AGREEMENT FOR THE MAINTENANCE AND REPAIR OF VEHICLES BY AND BETWEEN THE BOROUGH OF PARAMUS AND THE BOROUGH OF TETERBORO

THIS AGREEMENT dated the 10 day of Feb 2016 is made BETWEEN the Borough of Paramus, whose principal business address is One Jockish Square, Paramus, New Jersey (hereinafter "Borough"), and the Borough of Teterboro, whose principal business address is 510 Route 46 West, Teterboro, New Jersey (hereinafter "Service Recipient").

WHEREAS, each of the municipalities hereto is authorized pursuant to the Interlocal Services Act, NJSA 40:8A-1 et seq., to enter into an agreement with other municipalities and/or local units to jointly provide for any lawful service; and

WHEREAS, the need exists in the Borough of Teterboro to enter into an Interlocal Services agreement with the Borough so that the Borough of Paramus is authorized to maintain and repair motor vehicles, if any, owned by the Borough of Teterboro; and

WHEREAS, the governing body of the Borough of Paramus has authorized this Interlocal Agreement to be entered into; and

WHEREAS, this Agreement is executed pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and N.J.S.A. 40:8-1 et seq., and the parties agree as follows:

1. Services Performed. The Borough of Paramus, Department of Public Works, Mechanical Maintenance Division shall provide labor, maintenance and services on all Borough of Teterboro vehicles, at the rate of \$65.00 per hour.
2. Parts. Parts will be purchased from local vendors under state contract when available. An additional charge not to exceed 25% of the cost of the part may be added to cover any expenses incurred by the Borough of Paramus to retrieve parts.
3. Tires. Tires will be purchased under State contract pricing when available. The hourly labor rate will apply for tire change over's performed by the Borough of Paramus.
4. Outside and Body Repairs. Outside and body repairs will be performed by State contract vendors when available. An additional charge no to exceed 15% of the repairs may be added to cover any expenses incurred by the Borough of Paramus, i.e., travel time, fuel, etc.

5. Pricing. The following are the charges to be paid by the Borough of Teterboro for petroleum products:

Motor Oil	\$3.00 per quart
Hydraulic Oil	\$3.25 per quart
Automatic Transmission fluid	\$3.00 per quart
Synthetic Transmission fluid	\$5.00 per quart
Anti-freeze	\$5.00 per quart
Extended Life Coolant	\$7.00 per quart
Gear oil 90W	\$3.00 per quart
Freon 134A	\$15.00 per pound
Freon R012	\$Market Price (plus 25% if available)

These prices are subject to change due to a market fluctuation. Notice will be given to the Borough of Teterboro prior to any increase.

6. Labor Time. Average labor time for a complete preventative maintenance including a 75 point check list:

- 3 hours for a motor vehicle
- 5 hours for trucks
- 6 hours for fire apparatus/ambulances

7. Quick Lube Service. A flat fee of \$45.00 is available for most cars (excluding trucks and diesel engines). This service includes engine oil change, oil filter change and a 12 point check list. Additional charges may be incurred for any additional parts or service that might be needed.

8. Unscheduled Repairs. Unscheduled repairs will be billed at an hour for hour basis plus parts and materials.

9. Pickup and Delivery. CDL drivers from the Borough of Paramus will be available to pick up and return vehicles out of the Borough of Teterboro. Hourly rates will apply for this service.

10. Payment. The administration of scheduling and billing will be the responsibility of the Mechanical Office of the Borough of Paramus. A 15% administration fee will be added not to exceed \$150.00 to all repair orders to cover the cost of faces, postage, billing, copies, etc. The Borough of Paramus will bill the Borough of Teterboro on a monthly basis for all maintenance and repairs. Payment shall be made to the Borough of Paramus within thirty (30) days of receipt of monthly invoice.

11. Miscellaneous.

(a) Reasonable notice shall be given to the Borough of Paramus for the scheduling of maintenance and repairs. In the event of an emergency, every effort will be made to make the necessary repairs as quickly as possible.

(b) In the event the Borough of Paramus is unable to perform necessary repairs or maintenance, every reasonable accommodation will be made to have the work completed by an outside agency. No outside repairs will be made without approval from the Borough of Teterboro.

12. Duration. The Agreement shall be effective for a period of one (1) year, commencing on January 1, 2016 and terminating December 31, 2016.

13. Affirmative Action. The Service Recipient agrees to adhere to affirmative Action requirements of the State of New Jersey as set forth as **Exhibit "A"** and as provided by State Law.

14. Legal Action. The parties agree that in the event of legal action by either party, same shall be by Court proceedings and the parties hereby waive arbitration as a forum for resolution of any dispute.

15. Exhibits. All documents referenced herein are made part of this Contract as if set forth in length herein.


16. Resolution. This Agreement is expressly contingent upon the adoption of a concurring resolution by the Service Recipient authorizing the execution of this Agreement.

17. Signatures. Both parties have read and agree to this Agreement.


ATTEST:

BOROUGH OF TETERBORO

BY:


VIRGINIA A. ALCURI
Borough Clerk

BY:


JOHN P. WATT, MAYOR

BOROUGH OF PARAMUS

BY:


ANNEMARIE KRUSZNIS
Borough Clerk

BY:


RICHARD A. LABARBIERA, MAYOR



BOROUGH OF PARAMUS
County of Bergen
State of New Jersey

RESOLUTION NO. 16-02-113

Dated: February 9, 2016

At a Regular Meeting of the Mayor and Council of the Borough of Paramus, County of Bergen, State of New Jersey, held on February 9, 2016.

**A RESOLUTION AUTHORIZING THE EXECUTION OF AN
INTERLOCAL AGREEMENT FOR THE MAINTENANCE AND
REPAIR OF VEHICLES BY AND BETWEEN THE BOROUGH OF
PARAMUS AND THE BOROUGH OF TETERBORO**

WHEREAS, the Borough of Paramus and the Borough of Teterboro seek to enter into an Interlocal Agreement wherein the Borough of Paramus will provide labor and maintenance services on vehicles owned by the Borough of Teterboro; and

WHEREAS, both of the parties to such an Agreement are authorized by law to enter into an agreement with one another to provide jointly for any lawful service to and for the residents of the respective municipalities pursuant to the provisions of the "Interlocal Services Act" N.J.S.A. 40:8A-1 et seq.; and

WHEREAS, the governing bodies of the Borough of Paramus and the Borough of Teterboro recognize that the implementation of an Interlocal Agreement to provide labor and maintenance services is in the best interest of the taxpayers of the respective municipalities.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Paramus, hereby authorizes the execution of a Interlocal Services Agreement with the Borough of Teterboro for a period of one (1) year.

BE IT FURTHER RESOLVED, that the Agreement shall commence on January 1, 2016 and end on December 31, 2016.

BE IT FURTHER RESOLVED that the cost of same shall be as set forth in the agreement, which is attached hereto.

BE IT FURTHER RESOLVED, that the Mayor and Council of the Borough of Paramus hereby authorize the Mayor and Borough Clerk to



BOROUGH OF PARAMUS
County of Bergen
State of New Jersey

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execute the Interlocal Services Agreement with the Borough of Teterboro, subject to the approval of the Paramus Borough Attorney.

BE IT FURTHER RESOLVED that the Agreement shall take effect upon the execution of same and adoption of Resolutions by both parties as provided by law.

BE IT FURTHER RESOLVED that a copy of the Agreement be maintained on file and open to public inspection at the office of the Borough Clerk.

I hereby certify that this is a true and exact copy of resolution adopted by the Mayor and Council of the Borough of Paramus on the 9th day of February 2016



Annemarie Krusznis, RMC
Borough Clerk

Motion: Councilman Garcia
Second: Councilwoman Bellinger
Ayes:
Councilwoman Bellinger
Councilman Garcia
Councilman Sullivan
Councilwoman Tedesco-Santos
Councilman Verile
Councilwoman Weber

Nays: Abstain: Absent: