

DIVISION OF LOCAL GOVERNMENT SERVICES
SHARED SERVICES AGREEMENT
COVER SHEET

PROVIDER: BOROUGH OF PARAMUS COUNTY: BERGEN

RECIPIENT: CITY OF ENGLEWOOD COUNTY: BERGEN

BRIEF DESCRIPTION OF SERVICE:

FLEET MAINTENANCE

EFFECTIVE DATE: JANUARY 1, 2015

EXPIRATION DATE: DECEMBER 31, 2018

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.

**INTERLOCAL AGREEMENT
FOR THE PROVISION OF VEHICLE MAINTENANCE AND REPAIRS**

THIS AGREEMENT dates the 13th day of Nov 2014 is made between The Borough of Paramus, whose principal business address is One Jockish Square, Paramus, New Jersey (hereinafter "Borough"). AND the City of Englewood, whose principal business address is 2-10 North Van Brunt Street, Englewood, 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 City of Englewood 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 nay owned by the City of Englewood; and

WHEREAS, the governing body of the Borough of Paramus 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 City of Englewood 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 the 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 not 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 City of Englewood for Petroleum products.

Motor Oil	\$2.75 per quart
Hydraulic Oil	\$2.50 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	\$2.50 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 City of Englewood 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

Times are averaged and may change due to certain situations.

7. Quick Lube Service. A flat fee of \$45.00 is available for most cars (excluding trucks and diesel engines.) This service included 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. Hourly rates will apply for this service.

10. Payment. The administration of schedule and billing will be the responsibility of the Mechanical Office of the Borough of Paramus. A 15% administrative fee will be added not to exceed \$150.00 to all repair orders to cover the cost of faxes, postage, billing, copies, etc. The Borough of Paramus will bill the City of Englewood on a monthly

basis for all maintenance and repairs. Payment shall be made to the Borough of Paramus within thirty (30) days of the 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 City of Englewood.

12. Duration. This Agreement shall be effective for a period of three (3) years, Commencing on January 1, 2015 and terminating December 31, 2018.

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 the 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. Each party agrees to comply with such statues, rules, laws, and regulations as may be applicable during the term of this Agreement.

18. This Agreement may be executed in counterpart, the integration of all Signature pages constituting the final Agreement hereto.

IN WITNESS WHEREOF, the parties hereto have, through appropriate officials, Signed and sealed this Agreement on the _____ day of _____ 2014.

ATTEST:

BOROUGH OF PARAMUS

BY: 
ANNEMARIE KRUSZNIS
BOROUGH CLERK

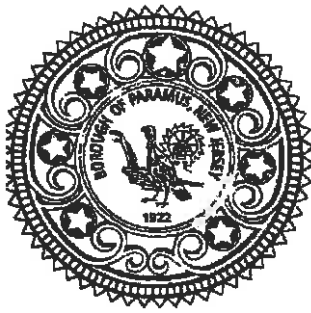
BY: 
RICHARD A. LABARBIERA
MAYOR

ATTEST:

CITY OF ENGLEWOOD

BY: 
LAUREN VANDE VAARST
BOROUGH CLERK

BY: 
TIMOTHY J. DACEY
CITY MANAGER



BOROUGH OF PARAMUS
County of Bergen
State of New Jersey

RESOLUTION NO. 14-10-630

Dated: October 21, 2014

At a Regular Meeting of the Mayor and Council of the Borough of Paramus, County of Bergen, State of New Jersey, held on October 21, 2014.

RESOLUTION AUTHORIZING THE MAYOR TO SIGN A SHARED SERVICE AGREEMENT BETWEEN THE BOROUGH OF PARAMUS AND THE CITY OF ENGLEWOOD FOR MAINTENANCE AND REPAIRS

WHEREAS, the Borough of Paramus is desirous of entering into a shared services agreement between the Borough of Paramus and the City of Englewood, to provide truck maintenance and repairs.

NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of Paramus, in the County of Bergen, State of New Jersey, that the Mayor and Borough Clerk are hereby authorized to execute a shared service agreement effective January 1, 2015 through December 31, 2018 between the Borough of Paramus and the City of Englewood.

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 21st day of October, 2014



Annemarie Krusznis, RMC
Borough Clerk

Motion: Councilwoman Bellinger

Second: Councilman Sullivan

Ayes:

Councilwoman Bellinger

Councilman Garcia

Councilman Sullivan

Councilman Verile

Councilwoman Warburton

Councilwoman Weber

Nays:

Abstain:

Absent: