

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

PROVIDER: BOROUGH OF PARAMUS COUNTY: BERGEN

RECIPIENT: BOROUGH OF BERGENFIELD FIRE DEPT. COUNTY: BERGEN

**BRIEF DESCRIPTION OF SERVICE:**

<p><b>FLEET MAINTENANCE</b></p>
---------------------------------

EFFECTIVE DATE: January 1, 2019

EXPIRATION DATE: December 31, 2019

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 [EKG@dca.state.nj.us](mailto:EKG@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 12 day of Sept 2018, is made between The Borough of Paramus, whose principal business address is One Jockish Square, Paramus, New Jersey (hereinafter "Borough"). AND the Bergenfield Fire Department, whose principal business address is 198 N. Washington Ave, Bergenfield, 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 Bergenfield Fire Department to enter into an Interlocal Services Agreement, with the Borough so that the Borough of Paramus is authorized to maintain and repair motor vehicles owned by the Bergenfield Fire Department; 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 Bergenfield Fire Department vehicles, at the rate of \$85.00 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 Bergenfield Fire Department 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	\$7.00 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 R12	Market Price (plus 25% if available)

These prices are subject to change due to a market fluctuation. Notice will be given to the Bergenfield Fire Department prior to any increase.

6. Labor Time. Average labor time for a complete preventative maintenance (times are averaged and may change due to certain situations)

6 hours for fire apparatus/ambulances

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

8. 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 \$200.00 to all repair orders to cover the cost of faxes, postage, billing, copies, etc. The Borough of Paramus will bill the Bergenfield Fire Department 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.

9. Miscellaneous.

a) 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 service.

b) Paramus will bill the Bergenfield Fire Department on a monthly basis for all maintenance and repairs performed.

c) Payment to the Borough of Paramus shall be made in thirty (30) days of receipt of monthly invoice.

d) Paramus requests as much notice as possible for scheduling of maintenance and repairs. However, in the event of an emergency, every effort will be made to make the necessary repairs as quickly as possible.

e) 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 Bergenfield Fire Department.

10. Duration. This Agreement shall be effective January 1, 2019 and terminating December 31, 2019.

11. 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.

12. 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.

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

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

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

16. 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 12 day of Sept 2018.

ATTEST:


BOROUGH OF PARAMUS


BY:   
ANNEMARIE KRUSZNIS  
BOROUGH CLERK

BY:   
RICHARD A. LABARBIERA  
MAYOR

ATTEST:

BOROUGH OF BERGENFIELD

BY:   
MARIE QUINONES  
BOROUGH CLERK

BY:   
NORMAN SCHMELZ  
MAYOR