

DIVISION OF LOCAL GOVERNMENT SERVICES
SHARED SERVICES AGREEMENT
COVER SHEET

PROVIDER: Northwest Bergen Regional Health Commission COUNTY: Bergen

RECIPIENT: Borough of Oakland COUNTY: Bergen

BRIEF DESCRIPTION OF SERVICE:

Deputy Registrar Services

EFFECTIVE DATE: May 18, 2018

EXPIRATION DATE: May 25, 2018

Please submit this cover sheet with shared service agreement either via email to 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.



Borough of Oakland
Bergen County, New Jersey

Resolution 18-222

Approve Interlocal Agreement for Deputy Registrar Services

WHEREAS, the Borough is in need of Deputy Registrar of Vital Statistics services; and

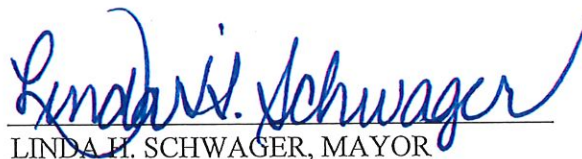
WHEREAS, Northwest Bergen Regional Health Commission has submitted a proposal to provide such services on an as-needed basis; and

WHEREAS, the Borough Administrator has reviewed the Interlocal Services Agreement provided by Northwest Bergen Regional Health Commission; and

WHEREAS, the Chief Financial Officer has certified the availability of funds in Account #8-01-27-330-028;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Borough Clerk are hereby authorized to execute the Interlocal Service Agreement for the provision of Deputy Registrar Services for the Borough of Oakland; and

BE IT FURTHER RESOLVED that Oakland will pay to the Northwest Bergen Regional Health Commission the sum of \$ 30 per hour for hours spent at Oakland Borough Hall as well as travel time at a not to exceed amount of \$ 1,300.


LINDA H. SCHWAGER, MAYOR

ATTEST:


LISA M. DUNCAN, BOROUGH CLERK

May 23, 2018
DATE ADOPTED

	Motion	Second	Ayes	Nays	Abstain	Absent
Biale	✓		✓			
Knapp		✓	✓			
Kulmala						✓
Levy						✓
Pignatelli			✓			
Talamini			✓			
Mayor Schwager						

**PROPOSED CONTRACT FOR SERVICES OF:
A TEMPORARY/PART-TIME DEPUTY REGISTRAR OF VITAL STATISTICS
BETWEEN THE BOROUGH OF OAKLAND AND NORTHWEST BERGEN REGIONAL HEALTH
COMMISSION
MAY 18, 2018 THROUGH MAY 25, 2018**

THIS CONTRACT made and entered into this _____ day of _____, 2018, by the Borough of Oakland and Northwest Bergen Regional Health Commission, hereafter referred to as the Provider and the Board of Health of the Borough of Oakland hereafter referred to as the Recipient.

WHEREAS, the Recipient desires to contract with the Provider for furnishing to the Recipient Deputy Registrar services as hereinafter set forth:

NOW THEREFORE, it is understood and agreed as follows:

1. The Recipient designates the Deputy Registrar employed by the Provider as its Deputy Registrar for the administration and the enforcement of Chapter 8, Registration of Vital Statistics, as stated in N.J.S.A. 26 of the New Jersey Statutes on an as needed basis during the term of this contract.

2. The Provider shall provide services of a properly Certified Municipal Registrar to comply with the laws pursuant to the Office of Vital Statistics and Registry of the New Jersey Department of Health, as of the execution date of this contract and on an as needed basis during the term of this contract. These services shall include:

- Monitoring of the Electronic Death Registration System, EDRS, and the Vital Information Platform, VIP, at the Provider's office (NWBHRHC office)
- Completing and issuing marriage license applications at the Provider's office
- Issuing certified copies of birth, death and marriage certificates at the Recipient's office
- Answering vital statistics questions from the public, at either the Provider or Recipient's office

3. In consideration of the faithful performance by the Provider of its agreement herein, the Recipient covenants and agrees to pay the Provider the total sum of \$30 per hour. Invoices will be submitted at the close of the month during which the time was incurred. The invoice will include hours spent at the Provider's office and at Oakland Borough Hall plus travel time.

4. Provider agrees to hold the Recipient harmless, indemnify and defend the Recipient against any and all claims for damages and/or injury that may be made by any third party that are alleged to have resulted from any action or inaction of the Provider in the course of providing services for the Recipient in the performance of the Providers obligations and authority pursuant to this Services Agreement.

IN WITNESS WHEREOF each of party has caused its authorized officials to sign and seal this Agreement on its behalf this 23 day of May, 2018.

NORTHWEST BERGEN REGIONAL
HEALTH COMMISSION

President
Northwest Bergen Regional Health Commission

Secretary
Northwest Bergen Regional Health Commission

BOROUGH OF OAKLAND

Lindell Schwager

Official's Signature
Borough of Oakland

Juanita

Borough Clerk
Borough of Oakland