



DIVISION OF LOCAL GOVERNMENT SERVICES

SHARED SERVICES AGREEMENT

COVER SHEET

PROVIDER: TOWNSHIP OF WOODBRIDGE COUNTY: Middlesex

RECIPIENT: HOUSING AUTHORITY OF WOODBRIDGE TOWNSHIP COUNTY: Middlesex

BRIEF DESCRIPTION OF SERVICE:

Laserfiche
Storage for data and documents

EFFECTIVE DATE: 10/4/18

EXPIRATION DATE: 10/3/19

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.

**SHARED SERVICES AGREEMENT BETWEEN THE TOWNSHIP OF WOODBRIDGE AND THE
HOUSING AUTHORITY OF THE TOWNSHIP OF WOODBRIDGE FOR STORAGE**

THIS AGREEMENT, made this 4th day of October, 2018, between the **TOWNSHIP OF WOODBRIDGE**, a municipal corporation of the State of New Jersey located at 1 Main Street, Woodbridge, New Jersey 07095, hereinafter referred to as the **"TOWNSHIP"** and the **HOUSING AUTHORITY OF TOWNSHIP OF WOODBRIDGE**, located at 10 Bunns Lane, Woodbridge, New Jersey 07095, hereinafter referred to as the **"HOUSING AUTHORITY"**.

WHEREAS, the Housing Authority is in need of a storage system for data and documents and the Township can provide these services at a financial savings to the Housing Authority; and

WHEREAS, the Township is able to accommodate the Housing Authority's needs by entering into a Shared Services Agreement with the Housing Authority; and

WHEREAS, both the Township and the Housing Authority are desirous of entering into an agreement with respect to the provision of these services under the parameters of the Shared Services Act, N.J.S.A. 40A:65-1 et seq.

NOW, THEREFORE, in consideration of the mutual and joint obligations set forth herein, the Township and the Housing Authority do hereby mutually agree as follows:

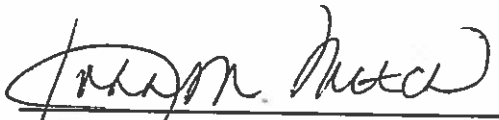
1. The Township shall provide access to its Laserfiche database system to the Housing Authority in accordance with the terms and conditions set forth in this Agreement.
2. The Housing Authority will create their own separate data repository within the Township's Laserfiche database system to store images of their documents.
3. The Housing Authority's repository will be administered and maintained separately from the Township's repository, but the Township will back up and archive the Housing Authority's documents that are stored within its own separate repository.
4. The term of this Agreement shall be for a period of one (1) years from the date of execution or until One Hundred (100) storage boxes are uploaded. This Agreement shall not be renewed without proper authorization of both parties in writing.
5. The Housing Authority agrees to indemnify and hold the Township harmless from and against any and all losses, claims, damages and suits for damages for property and injury to and/or death to persons caused or resulting from the services to be rendered by the Township to the Housing Authority for any negligence on the part of the Housing Authority's servants, employees, appointees or volunteers.

6. As provided for in N.J.S.A. 40A:65-1 et seq. this agreement shall take effect upon the adoption of an approving resolution by the Township and an approving resolution by the Housing Authority. Upon proper execution and attestation of this agreement, the proper officials of each of the parties are hereby authorized and directed to make and perform any and all acts necessary to carry out the purposes of this Agreement.
7. This Agreement is the entire agreement between the parties, and no alterations, changes or additions hereto shall be made except in writing and approved by both parties. The Township can cancel this agreement for any reason upon 60 days written notice to the Housing Authority.

IN WITNESS WHEREOF, the Township and the Housing Authority shall cause this agreement to be executed by their proper corporate officials and their proper corporate seals affixed this day and year above written.


ATTEST:

TOWNSHIP OF WOODBRIDGE



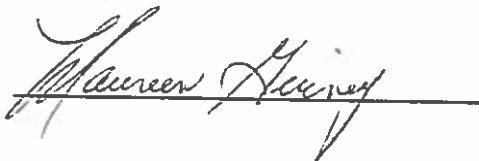
JOHN M. MITCH
MUNICIPAL CLERK

By:


JOHN E. McCORMAC, MAYOR

ATTEST:

HOUSING AUTHORITY OF THE
TOWNSHIP OF WOODBRIDGE



By:


DONNA BRIGHTMAN, DIRECTOR
James P. Nolan, Jr.
Law Director