

DIVISION OF LOCAL GOVERNMENT SERVICES
SHARED SERVICES AGREEMENT
COVER SHEET

PROVIDER: Westampton Township COUNTY: Burlington

RECIPIENT: Westampton BOE COUNTY: Burlington

BRIEF DESCRIPTION OF SERVICE:

Westampton Township Public Works Department maintains school grounds (2 schools) including lawn mowing, trimming, playground maintenance, etc. BOE pays salary for one PW employee plus benefits as well as a portion of the Supervisor's salary. Each year salary has increased by 1.5 to 2 percent. Notice of possible termination was provided on 3/7/17 for termination on 3/7/18; however, agreement may be updated and continued.

EFFECTIVE DATE: 7/1/04

EXPIRATION DATE: 3/7/18* possibly

ESTIMATED COST SAVINGS
TO BE ACHIEVED OVER THE TERM OF THE AGREEMENT \$25,000 approx.

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 WESTAMPTON AND THE BOARD OF EDUCATION**

The Township of Westampton and the Board of Education of Westampton have come together to develop this **Shared Services Agreement** that addresses the need for the schools to maintain safe and attractive school buildings and grounds that reflect positively on our entire community. This agreement allows the Township and the Board of Education to make this goal a reality for the community in the most effective manner possible.

SCHOOL DISTRICT WILL:

- Pay for all supplies for exterior maintenance of school grounds
- Pay for sand/salt mixture for snow and ice control
- Pick up trash daily from school grounds (playgrounds & parking lots)
- Clear and salt all BOE sidewalks
- Remove storage trailer from Holly Hills garage on Rancocas Road – township to assist
- Guarantee all vehicular traffic stays off grass areas and sidewalks (school employees in vehicles)
- Be responsible for the following exterior building maintenance: repair of parking lot lights, graffiti removal, window washing & repair
- Submit any additional requests for work to the Township Public Works Director or Superintendent in the form of a written work order
- Pay the salary and benefits for an additional employee of the Public Works Department as well as the salary increases for the Superintendent and Director; to be paid to Township in two payments, \$25,259 on July 10th and \$28,424 on January 10th; school payment will be adjusted each year for full time employee salary increases (to be based on employee contract) and for health benefits increase (to be based on actual cost increase of health plan under NJ State Health benefits each January)
- Lend HEPPA vacs to township as needed
- Plow and salt school parking lots only; snow to be pushed away from driveways and streets; salt will be provided from township supplies

TOWNSHIP WILL:

- Maintain school grounds, courtyards and garage area including but not limited to grass mowing, trimming, landscaping, weeding, mulching, spring and fall cleanup
- Perform all seasonal and daily playing field maintenance including but not limited to grass cutting, weeding, trimming, fence repair, lining, maintenance of infield mix
- Perform all playground maintenance and repairs including playground equipment and surface material
- Plow, sand/salt all school drives and bus lanes in conjunction with Township streets; will assist with parking lots if necessary
- Clean all paved areas with street sweeper spring, fall and prior to September school opening; stripe and sign as necessary
- Assume control of garage at Holly Hills School on Rancocas Road; school to retain ownership
- Assume control of all outside BOE maintenance equipment including tractors, mowers, snowblowers, and plows; school to retain ownership
- Assume all responsibilities in Township Municipal Building, including cleaning and other needs of all tenants
- The term of this contract shall commence on July 1, 2004 and remain in full force and effect unless it is terminated by either party by giving a twelve month notice of their intention to terminate.

Signed:

School

[Handwritten Signature]

Date

5-4-04

Township

Donna Ryan

Date

4-1-04