

# SHARED SERVICES AGREEMENT

BY AND BETWEEN

NORTH HUNTERDON-VOORHEES REGIONAL HIGH SCHOOL DISTRICT  
BOARD OF EDUCATION

Whose mailing address is 1445 State Route 31,  
Annandale, New Jersey 08801  
(hereinafter - "Board")

AND

THE TOWNSHIP OF CLINTON

Whose mailing address is 1225 Route 31, Suite 411  
Lebanon, NJ 08833  
(hereinafter - "Township")

**WHEREAS** Municipalities and boards of education in New Jersey are authorized to enter into agreements between local units for any service or circumstance intended to reduce property taxes through the reduction of expenses;

**WHEREAS** The Board wishes to utilize the services of the Township's Department of Public Works Mechanics for specific shared services relating to the maintenance and servicing of Board vehicles; and the Township wishes to provide such services in accordance with the terms set forth herein;

**WHEREAS** Township and Board facilities are available for the use as previously set forth;

**NOW THEREFORE** In consideration of the mutual covenants and promises contained herein, the Board and Township agree as follows:

1. SHARED SERVICES AGREEMENT

The Board will pay the Township \$50 per hour for time actually spent by mechanics employed by the Township on maintenance and/or repair services provided for the benefit of the Board. Annual increases for the hourly rate will be 2% per year.

In addition to the hourly rate paid to the Township as set forth above, the Board will reimburse the Township for all costs of parts and materials used in the servicing or repair of the listed equipment.

Each item of work performed will be supported by a written work order, specifying the scheduled preventative maintenance or requested repair work, signed by the Board's Facilities Coordinator or designee in advance of commencement of work and upon satisfactory completion.

The Township will bill the Board monthly for services rendered and costs incurred. Payment will be made within thirty (30) days of the submission of an invoice in a form satisfactory to the Board, stating (1) all Board-owned vehicles on which work was performed, and the specific work performed on each vehicle; (2) time spent on each item of maintenance or repair; and (3) itemized costs incurred for parts and materials.

2. USE OF NORTH HUNTERDON SCHOOL GARAGE AND TOWNSHIP GARAGES

The Township shall use the Township Department of Public Work facilities, the North Hunterdon High School Garage or Voorhees High School Garage to perform maintenance and servicing of Board vehicles, and shall coordinate with the Board regarding facilities use.

3. TOWNSHIP RESPONSIBILITIES FOR MAINTENANCE OF SCHOOL VEHICLES AND EQUIPMENT

The Township shall recommend routine maintenance services necessary and appropriate for upkeep of the vehicles owned by the Board and listed in Attachment 1, and shall perform such routine services well as vehicle repair services as needed. Services shall be rendered by Township employees in a good and workmanlike manner. In the event of any disagreement as to the need or appropriateness of any particular item of maintenance or repair, the Board's decision shall prevail. From time to time, and upon mutual agreement, the Township Administrator and Board Superintendent shall be authorized to add or delete vehicles from Attachment 1, as the Board's fleet of vehicles changes.

4. LIABILITY INSURANCE

Township and Board shall be required to carry public liability insurance with minimum limits of \$500,000/\$1,000,000, naming each other as additional insured. Each party shall furnish the other with a certificate of insurance evidencing the fact that it has secured the coverage provided for in this agreement.

5. INDEMNIFICATION

Each party agrees to indemnify and hold the other party, its employees, agents, officers, and servants harmless against any and all liability which may arise from its use of the other's facilities and/or arise from its operations on the other party's facilities, except for any of its action or those of its employees, agents, officers and servants or any condition of the premise for which owner is responsible.

6. TERM

The term of this agreement shall continue from September 1, 2017 through June 30, 2021. Either party may terminate by providing sixty (60) days written notice to the other, provided the Board shall remain responsible for the payment of any services provided during the term of the agreement.

**IN WITNESS WHEREOF**, the parties have caused these presents to be signed by their proper officers, the day and year first above written.

ATTEST:

North Hunterdon-Voorhees Regional  
High School District Board of  
Education

\_\_\_\_\_  
Susan Press  
Board Secretary  
ATTEST:

By: \_\_\_\_\_  
Francis Goger  
President  
The Township of Clinton

\_\_\_\_\_  
Carla Conner  
Township Clerk

By: \_\_\_\_\_  
John Higgins  
Mayor

## Schedule A

### North Hunterdon Equipment List for Maintenance

The Township Department of Public Works will provide the following maintenance to the attached list of vehicles and equipment including general maintenance (e.g. fluids, belts, lights), brakes, tire rotation, and minor repairs.

Work may be done at the North Hunterdon Maintenance Garage or at the Township Garage depending on the particular service being done.

1. 1986 Case Tractor Model 275 VIN # CCJ0028490 1986 Sand Pro in Field
2. Groomer Model 14. VIN # 08880-60716
3. Kawasaki Mule 4WD Model 3010 VIN # JKIAFDB137B513977
4. Kawasaki Mule 2WD Model 3000 VIN # JK1AFCG163B505577
5. 1988 Toro Grounds Master Tractor Model # 322D Serial # 307-88-01011
6. 2001 Toro Grounds Master Tractor Model # 3500 VIN # 30821211000819
7. 1981 Toro Grounds Master Tractor Model # 327 VIN # 30781-50474
8. 1995 Toro Grounds Master Tractor Model # 325 VIN # 30795-50481
9. 2004 Ford Dump Truck Model 450 VIN # 1FDXF47P64EC31366
10. 2008 New Holland Backhoe Model # B95 VIN # 310-64-976
11. 2006 Ford Model 350 Pickup Truck VIN # 1FTWF31516ED26549
12. 2007 Dodge Caravan Security Vehicle VIN # 1D4GP25E97B239317
13. 1998 Mid Atlantic Landscape Trailer VIN # 1M9NA162XWR151883
14. 2016 Ford F-350 Pickup truck VIN # 1FTRF3B6XGEB55578
15. 2016 Jeep Patriot Sport VIN # 1C4NJRBBXGD763667