

SHARED SERVICES AGREEMENT  
FOR VEHICLE INSPECTION SERVICES TO BE PROVIDED BY  
GLOUCESTER TOWNSHIP SCHOOL DISTRICT

THIS AGREEMENT dated, March 17, 2020, by and between BLACK HORSE PIKE REGIONAL SCHOOL DISTRICT, located at 580 Erial Road, Blackwood, New Jersey 08012 (hereinafter, "BHPRSD"), and the Gloucester Township School District, located at 17 Erial Rd, Blackwood, New Jersey 08012 (hereinafter, "GTSD"; collectively, the "Parties").

WITNESSETH

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., permits units of local government to share services for particular purposes and to effectuate agreements for any service or circumstance that will aid and encourage a reduction of local expenses; and

WHEREAS, the Parties desire to enter into a Shared Services Agreement authorizing GTSD to provide certain vehicle inspection services at the GTSD facilities located at 1000 Davistown Rd, Blackwood New Jersey 08012 ("Services"); and

WHEREAS, the Parties desire to enter into a Shared Services Agreement memorializing the terms and conditions of said agreement between GTSD and BHPRSD relating to the Services ("Agreement"); and

NOW THEREFORE, for and in consideration of the signing of this Agreement by the Parties, and in further consideration of the terms and covenants of the Agreement, and the mutual benefits derived by the parties hereto, the Parties do hereby agree as follows:

**ARTICLE I**  
**SCOPE OF SERVICES**

A. GTSD will provide the following Services at the GTSD facilities. The Services will be provided by employees of GTSD's Facilities Department, the times and days to be determined and agreed upon by both Parties. Inspection schedule attached as Exhibit A.

B. The scope of Services provided under this Agreement will include, but not be limited to, the following:

1. General maintenance on an as-needed basis in relation to the vehicle inspections, or as agreed upon by both parties.

**ARTICLE II**  
**TERM**

The Agreement shall commence on April 1, 2020, and continue for a term of three (3) months thereafter, or until June 30, 2020. The Agreement shall automatically renew for successive twelve (12) month periods, unless sixty (60) days written notice by either party to the other is exchanged, indicating the intent to terminate the Agreement. Upon receipt of such notice to terminate, this Agreement shall expire at the end of the sixty (60) days and shall become null and void with no further legal effect.

**ARTICLE III**  
**COMPENSATION**

A. BHPRSD shall pay compensation to GTSD in accordance with the fee schedule attached as Exhibit B and incorporated herein by reference.

B. GTSD shall prepare and submit quarterly invoices to BHPRSD. Invoices shall be due within 30 days of receipt.

C. Invoices prepared by GTSD shall provide an itemization of the Services provided to GTSD, including the amount of time spent, the type of services provided and the corresponding fee per the attached fee schedule (Exhibit B).

**ARTICLE IV**  
**GENERAL TERMS AND CONDITIONS**

A. If any one or more of the terms and provisions of this Agreement shall be determined invalid or unenforceable by a Court of Law, the remainder of the terms shall not be affected and shall continue to be enforceable in all respects.

B. This Agreement shall be governed and construed in accordance with the laws of the State of New Jersey.

C. GTSD represents and warrants that the Services are to be provided by designated employees of the GTSD Facilities Department, possessing all of the necessary qualifications, experience and/or licenses in good standing to carry out the Services.

D. GTSD and BHPRSD may annually approve and adjust the provisions of this Agreement, as necessary.

E. This Agreement may only be amended, modified and/or changed in a dated writing executed by the Parties.

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IN WITNESS WHEREOF, the Parties have caused the Agreement to be duly executed and delivered by their respective officers duly authorized and have caused their respective seals to be affixed and duly attested all as to the date first above written.

ATTEST:

BLACK HORSE PIKE REGIONAL  
SCHOOL DISTRICT

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Frank Rizzo  
School Business Administrator

ATTEST:

GLOUCESTER TOWNSHIP  
PUBLIC SCHOOL DISTRICT

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Jean Grubb  
School Business Administrator

Exhibit A

INSPECTION SCHEDULE

Pre-Inspection

Bus 1, 2 & 3 – April 15, 2020 through April 17, 2020

Inspection

Bus 1 – May 4, 2020

Bus 2 – May 5, 2020

Bus 3 – May 6, 2020

Exhibit B

SCOPE OF SERVICES & FEE SCHEDULE

SHARED SERVICES AGREEMENT  
FOR VEHICLE INSPECTION SERVICES TO BE PROVIDED BY GLOUCESTER TOWNSHIP SCHOOL  
DISTRICT

MEMORANDUM OF UNDERSTANDING

In addition the terms and conditions set forth in the Shared Services Agreement, dated March 17, 2020 ("Agreement"), by and between Black Horse Pike Regional School District ("BHPRSD") and Gloucester Township School District (GTSD), said Agreement is also governed by the following terms set forth in this Memorandum of Understanding:

INSURANCE. GTSD shall supply BHPRSD with proof of insurance coverage in the minimum amounts of liability as follows:

- a) Comprehensive General Liability Insurance shall provide a combined single limit of not less than \$1,000,000 per occurrence for bodily injury and property damage.
- b) Comprehensive Automobile Liability Insurance shall provide coverage for claims arising from owned, hired or non-owned vehicles with a combined single limit of not less than \$1,000,000 per occurrence for bodily injury and property damage.
- c) Worker's Compensation and Employer's Liability Insurance shall cover all employees of GTSD engaged in performing the Services. It is understood that designated persons to perform the Services are employees of GTSD.

INDEMNIFICATION. BHPRSD indemnifies and holds GTSD, its successors and assigns, officials, employees, servants, agents and contractors, harmless from and against any claims, damages, suits, losses, costs or expenses, including but not limited to attorneys' fees, which may be sustained or incurred by GTSD by reason of any claim, demand, suit or recovery arising out of any negligent act(s) by GTSD employees in connection with performing the Services.

ATTEST:

BLACK HORSE PIKE REGIONAL  
SCHOOL DISTRICT

\_\_\_\_\_  
Frank Rizzo  
School Business Administrator

ATTEST:

GLOUCESTER TOWNSHIP PUBLIC SCHOOL  
DISTRICT

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Jean Grubb  
School Business Administrator

**Black Horse Pike Regional School District Price List**

Part Description	Part Number	List Price	Cost Price	Estimated Labor Time	Bus Number	Comments
Headlamp Bulb	9007C1	\$6.16	\$4.40	0.2	1 & 3	
Brake Light Bulb	1157	\$0.38	\$0.28	0.2	1 & 2	
LED Turn Amber 7"	10062929	\$45.42	\$31.79	0.5	3	
LED Run/Stop Red 7"	10062928	\$45.42	\$31.79	0.5	3	
LED Run/Stop Red 4"	10041402	\$23.80	\$16.66	0.5	3	
Run/Stop Light Housing	50852	\$15.32	\$7.89	0.5	1 & 2	
School Bus Warning Light	(H3) 10026925	\$5.22	\$3.39	0.5	1,2,&3	
Stepwell Bulb	89	\$2.13	\$1.89	0.2	1,2&3	
LED Side Turn Signal	10064200	\$50.56	\$35.39	0.5	3	
Side Turnsignal	35001Y	\$16.55	\$13.79	0.5	1 & 2	
Front Marker Light Bulb	3157	\$2.63	\$2.05	0.2	1,2,&3	
Oil Filter	FG/LF3970	\$16.23	\$12.58		1	
Oil Filter	7060	\$13.66	\$4.10		2	
Oil Filter	FL820s	\$12.58	\$9.44		3	
Air Filter	87782	\$66.74	\$46.72		1	
Air Filter	6573	\$41.66	\$14.16		2	
Air Filter	FA-1923	\$21.95	\$18.11		3	
Fuel Filter	FG/FF5632	\$26.23	\$20.33		1	
Fuel Water Separator	RAI/R90T	\$50.35	\$34.02		1	
Transmission Filter	FG/HF35296	\$24.75	\$19.18		1	
Wiper Blades	113173	\$10.40	\$7.28	0.2	1,2&3	
Oil	15W40	\$4.99	\$4.99			1 Note: bus holds 18 Quarts
Oil	5W30	\$5.99	\$5.99			2 Note: bus holds 6 Quarts
Oil	5W30	\$5.99	\$5.99			3 Note: bus holds 7 Quarts

**Note 1: Prices are estimated as of 2/28/20, actual costs will be billed at cost + 5%**

**Note 2: Labor rate is \$125.00/hour**