

# RESOLUTION OF THE TOWNSHIP OF IRVINGTON, NJ

No. **DA16-0628-21**

Date of Adoption **JUNE 28, 2016**

APPROVED AS TO FORM AND LEGALITY ON THE BASIS OF FACTS SET FORTH BY

*Legislative Research Officer*

PRESENTED BY COUNCIL MEMBER **JONES**

SECONDED BY **LYONS**

## A SHARED SERVICES AGREEMENT WITH THE TOWNSHIP OF IRVINGTON AND THE IRVINGTON HOUSING AUTHORITY FOR THE PROVISION OF INTERIOR MAINTENANCE AND APARTMENT TURN OVERS (ATO) SERVICES

WHEREAS, the Township of Irvington, has been in discussions to share various services so as to mutually and respectively reduce the cost of providing such services between the Township and Housing Authority; and

WHEREAS, the Irvington Housing Authority is in need skilled and unskilled labor, union workers to maintain the interior commons areas of the buildings and complete apartment turn overs (ato) in all buildings;

WHEREAS; the Township of Irvington has skilled and unskilled labor union workers; and

WHEREAS, the Irvington Municipal Council finds that it is the public interest to enter a shared service agreement, pursuant to the provisions of NJSA 40A:65-1 et seq., the Uniformed Shared Services and Consolidation Act, to enter such an agreement for maintenance and ATO services to be provided by the Township; and

NOW THEREFORE, BE IT RESOLVED BY THE MUNICIPAL COUNCIL OF THE TOWNSHIP OF IRVINGTON that a shared-service agreement between the Township and Irvington Housing Authority is hereby authorized for interior maintenance and ATO services for one year from July 5, 2016 to June 30, 2017.

BE IT RESOLVED Attorney is hereby authorized and directed to review and approve shared-service agreement and the Mayor and Township Clerk are authorized and directed to sign the same; and

BE IT RESOLVED the Township of Irvington will invoice the authority on a monthly basis for hours worked by Township skilled and unskilled labor, union workers assigned to the Housing Authority project in addition to other expenses and cost. The authority is to reimburse/pay the Township within two weeks from the date of the invoice.

### RECORD OF COUNCIL VOTE

X = Indicates Vote    N.V. = No Vote    A.B. = Absent

| COUNCIL MEMBER              | YES | NO | N.V. | A.B. | COUNCIL MEMBER           | YES | NO | N.V. | A.B. |
|-----------------------------|-----|----|------|------|--------------------------|-----|----|------|------|
| BURGESS, 1ST VICE PRESIDENT | X   |    |      |      | JONES, 2ND VICEPRESIDENT | X   |    |      |      |
| COX                         | X   |    |      |      | LYONS                    | X   |    |      |      |
| HUDLEY                      | X   |    |      |      | FREDERIC, PRESIDENT      | X   |    |      |      |
| INMAN                       | X   |    |      |      |                          |     |    |      |      |

PRESIDENT OF COUNCIL *[Signature]* MUNICIPAL CLERK *[Signature]* DATE **JUNE 28, 2016**

I hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Municipal Council. In witness whereof I have hereunto set my hand and the Corporate Seal of the Township of Irvington.

MUNICIPAL CLERK *[Signature]* DATE **JUN 28 2016**

ADMINISTRATOR ☒ ASSESSOR ☐ BLDG ☐ CFO ☒ COLLECTOR ☐ COURT ☐ ENGINEER ☐ FIRE ☒ HEALTH ☐ HOUSING ☐ INIC ☐ JUDGE ☐ LEGAL ☒ LIBR ☐ LICEN ☐ MAYOR ☐ OCDP ☐ PARKS ☐ PAYROLL ☐ PUBLIC SAFETY ☒ DIR ☐ PUBLIC WORKS ☒ PURCHASING ☒ SEC ☐ PB/ZBA ☐ TRAFFIC ☐ ZONING ☒ OFF ☐ DLGS ☒ GNCD ☐ OTHER(S): \_\_\_\_\_



**TOWNSHIP OF IRVINGTON**  
**OFFICE OF THE TOWNSHIP CLERK**  
MUNICIPAL BUILDING  
CIVIC SQUARE  
IRVINGTON, NEW JERSEY 07111  
Tel: (973) 399-6664  
Fax: (973) 416-6417  
[www.irvington.net](http://www.irvington.net)

Harold E. Wiener, R.M.C., C.M.C., M.M.C.  
Municipal Clerk

June 29, 2016

Timothy Cunningham, Director  
Division of Local Government Services  
101 South Broad Street  
Post Office Box 803  
Trenton, N.J. 08625-0803

Dear Director Cunningham:

Enclosed herewith please find the following:

1. Two certified copies of a resolution asking permission for a dedication by rider.
2. Resolution authorizing a shared services agreement with the City of East Orange for Health Officer Services
3. Resolution authorizing a shared services agreement with the Irvington Housing Authority for interior maintenance and apartment turnover services
4. Resolution authorizing a shared services agreement with the Irvington Public Library for Qualified Purchasing Agent Services

Very truly yours,

Harold E. Wiener  
Municipal Clerk

enclosures (4)

cc: Althea Headley, Q.P.A.

**SHARED SERVICE AGREEMENT BETWEEN IRVINGTON TOWNSHIP AND IRVINGTON  
HOUSING AUTHORITY**

In accordance with NJSA 40A:65-1 et seq., the Uniformed Shared Services and Consolidation Act, the Township of Irvington, Essex County and the Irvington Housing Authority, Essex County herein agree to the following terms and conditions and say that:

This Agreement is made on July 5, 2016 to June 30, 2017 by and between the Township of Irvington, a municipal corporation of the State of New Jersey, hereinafter referred to as "Provider" and the Irvington Housing Authority, a municipal corporation of the State of New Jersey, hereinafter referred to as "Receiver";

**WITNESSETH**

**WHEREAS**, this agreement, pursuant to NJSA 40A:65-1 et seq., shall be for the purpose of providing skilled and unskilled labor, union workers to maintain the interior commons areas of the buildings and complete apartment turn overs (ato) in all building service by the Township of Irvington to Irvington Housing Authority so as to permit the Irvington Housing Authority to reduce annual expense and save taxpayers monies; and

**WHEREAS**, The Irvington Housing Authority desires to pay the Township of Irvington for said maintenance services; and

**WHEREAS**, the Township of Irvington desires to provide the services of skilled and unskilled labor, union workers to the Irvington Housing Authority on \_\_\_\_\_ so as to provide efficient government services and continue the Township's effort of providing the highest quality of administrative services; and

**NOW THEREFORE**, in consideration of the forgoing and subject to the terms and conditions of the following, the parties hereto agree as follows:

1. The Provider will provide skilled and unskilled labor, union workers for the Receiver to maintain the interior and common areas of all Housing Authority buildings and apartment turn overs (ATO).
2. The Township will ensure that skilled and unskilled labor workers report to work every day to the the Receiver agency to complete assigned tasks.
3. The Provider and its employee shall allow for on-site visits to the Receiver daily.
4. The Providers will provide all staff will have daily check list to assure that all tasks are completed, staff will be provided training from the various vendors on how to effectively use their products, tools and equipment.
5. The Receiver, will provide all of the necessary tools, materials, equipment, consumables etc. for the Township to use while marinating the buildings and completing ATO's
6. This agreement shall cover the provision of QPA services, described herein, for two year period starting on July 05, 2016 until June 30, 2017.
7. However, either party may terminate this agreement with sixty (60) days' notice to the other party, provided that all fees are paid as required herein.

8. The Receiver shall pay the Provider within two weeks from the date of the invoice submitted.

The parties hereto agree to be bound by the provisions of this Agreement and shall deal fairly with other in all matters relating to this Agreement.

**TOWNSHIP OF IRVINGTON, PROVIDER:**

Attest: \_\_\_\_\_

Harold Wiener

Township Clerk

\_\_\_\_\_

Anthony Vauss

Honorable Mayor

**IRVINGTON HOUSING AUTHORITY, RECEIVER**

Attest: \_\_\_\_\_

\_\_\_\_\_

Irvington Housing Authority, President