

**A RESOLUTION OF THE TOWNSHIP OF NORTH BRUNSWICK AUTHORIZING A  
SHARED SERVICE AGREEMENT WITH FREEHOLD TOWNSHIP FOR  
INFORMATION TECHNOLOGY CONSULTING SERVICES**

**WHEREAS**, pursuant to the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq. local units of government may enter into shared services agreements to provide services that each municipality is authorized to provide; and

**WHEREAS**, a cooperative agreement between municipalities to share services would be beneficial to taxpayers in both local units; and

**WHEREAS**, North Brunswick requires Information Technology (IT) consulting services to supplement its internal IT department, to modernize its IT infrastructure, and to manage ongoing projects; and

**WHEREAS**, Freehold has the capacity to provide IT consulting services to North Brunswick in the areas of Level I Basic Support, Level II Networking Support, Level III Project Support, and Level IV Emergency Support; and

**WHEREAS**, both municipalities recognize that a shared services agreement will benefit taxpayers by providing more efficient and cost-effective services; and

**WHEREAS**, the Township of Freehold offers IT consulting services to public entities that encompass the following as determined necessary:

- Level I Basic Support: setup of new PC's, troubleshoot/repair hardware, help desk support
- Level II Networking Support: Network, router, firewall maintenance
- Level III Project Support: Planning, design, development of network or system infrastructure
- Level IV Emergency Support: Emergency response and support situations; and

**WHEREAS**, Administration along with the IT Department are currently exploring the optimal combination of services from Freehold Township that will expedite the implementation of the Township's IT goals.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of North Brunswick, County of Middlesex and State of New Jersey, that it hereby authorizes and approves a Shared Services Agreement between the Township of North Brunswick and the Freehold Township for aforesaid services; and

**BE IT FURTHER RESOLVED**, a form of Shared Services Agreement shall be prepared and same shall be reviewed and approved by the Township Attorney for North Brunswick.

**BE IT FURTHER RESOLVED**, that the Mayor is hereby authorized to execute and the Clerk to witness a Shared Services Agreement with Freehold Township for the aforesaid services which shall commence as of October 1, 2024 and shall terminate on September 30, 2025 for the first year and shall renew automatically thereafter on an annual basis beginning October 1st of each year, unless either party provides written notice ninety (90) days prior to the termination date as to their intention not to renew this Agreement; and

**BE IT FURTHER RESOLVED**, that, pursuant to the Shared Services Act, N.J.S.A. 40A:65-1, et seq, such Agreement shall be filed with and open to the public for inspection at the offices of the Municipal Clerk, and such Agreement shall take effect upon the adoption of appropriate resolutions by all parties thereto; and

**BE IT FURTHER RESOLVED**, that, pursuant to N.J.S.A. 40A:65-4(b), a copy of the Shared Services Agreement shall be filed with the Division of Local Government Services in the Department of Community Services for informational purposes; and

**TITLE**

*This Resolution shall be known and may be cited as the Resolution Authorizing Shared Service Agreement between the Township of North Brunswick and Freehold Township for Information Technology Consulting Services*

\_\_\_\_\_  
Justine Progebin  
Business Administrator

\_\_\_\_\_  
Ronald Gordon, Esq.  
Township Attorney  
Approved as to legal form

COUNCIL MEMBER	YES	NO	ABSTAIN	NOTES
MEHTA				
GUADAGNINO				
DAVIS				
SOCIO				
HUTCHINSON				
MAYOR WOMACK				

I hereby certify that the above Resolution was duly adopted by the Township Council of North Brunswick at a meeting duly held on October 7, 2024.

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Lisa Russo  
Township Clerk