

SOMERSET COUNTY EDUCATIONAL SERVICES COMMISSION

TRANSPORTATION DEPARTMENT

WWW.SC.ESC.K12.NJ.US

Mailing Address: 991 Route 22 West, Suite 102 • Bridgewater, NJ • 08807

Street Address: 568 Central Avenue • Bridgewater, NJ • 08807

BENJAMIN SELBY

Transportation Terminal Manager

bselby@sc.esc.k12.nj.us

To: Superintendent / Business Administrator

From: Ben Selby - Transportation Terminal Manager



Re: Inter Local Agreement

Date: March 26, 2014

Enclosed are three copies of the Inter Local Agreement for the 2014-2015 school year.

Please have the Board President and Board Secretary sign and stamp with your district seal; please send all copies to us with a copy of your approved board minutes.

Please return by April 15, 2014.

Thank you for your support and cooperation.

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**2014-2015 SCHOOL YEAR
INTER LOCAL TRANSPORTATION SERVICES AGREEMENT
RESOLUTION FOR PARTICIPATION IN COORDINATED TRANSPORTATION**

WHEREAS Readington Board of Education desires to transport special education, non-public, public and vocational school students to specific destinations; and

WHEREAS, the Somerset County Educational Services Commission, hereinafter referred to as the SCESC, offers coordinated transportation services; and

WHEREAS, the SCESC will organize, provide and schedule routes to achieve the maximum cost effectiveness;

NOW THEREFORE, it is agreed that in consideration of pro-rated contract costs, plus an administration fee of 6%, as presented to the Readington Board of Education as calculated by the billing formula adopted by the SCESC's Board of Education. Said formula shall be based on a route cost divided by home to school mileage of students allocated to each participating district. The total amount to be charged to district will be adjusted based on actual costs. Payments will be due within 30 days of receipt by the district and deemed late after 60 days with an additional 1% fee for late payments. At the discretion of the Commission superintendent, late fee charges may be waived for extenuating circumstances.

I. The SCESC will provide the following services:

- a. routes coordinated with other districts to achieve a maximum cost reduction while maintaining a realistic capacity and travel time;
- b. monthly billing and invoices;
- c. computer print-outs of student lists for all routes coordinated by SCESC;
- d. all necessary interaction and communication between the sending district, receiving school, and the respective transportation contractors;
- e. constant review and revision of routes;
- f. It is further agreed that the Readington Board of Education will provide the SCESC with the following:

1. Requests for any additional transportation on approved forms to be provided by the SCESC completed in full and signed by previously authorized district personnel;
2. Withdrawal for any transportation must be provided in writing and signed by authorized district personnel; no billing adjustments will be made without this completed form and will become effective on the date the form is received;

II. Additional Cost - all additional costs generated by unique requests such as mid-day runs or early dismissals will be borne by the district. All such costs must first be approved by the Readington Board of Education

III. Whereas, the SCESC also provides coordinated regional bus maintenance services, safety training, coordinated purchasing, professional development and other related transportation services for an additional fee as a shared services program, the LEA (district board of education) may participate at any time.

IV. Length of Agreement - this agreement and obligations and requirements therein shall be in effect between July 1, 2013 and June 30, 2014.

V. Entire Agreement - this agreement constitutes the entire and only agreement between the parties and may be amended by an Instrument in writing over authorized signature.

AUTHORIZED SIGNATURES

SCESC

DISTRICT

Ms. Judith Haas Date
Board President

Board President Date

Mr. Jeff Siipola Date
Board Secretary

Board Secretary Date

Approved by:

Executive County Superintendent Date

Executive County Superintendent Date

BOARD PRESIDENT AND BOARD SECRETARY ARE REQUIRED TO SIGN RESOLUTION AND RETURN TO SCESC WITH A CERTIFIED COPY OF THE MINUTE'S EXTRACT APPROVING THE RESOLUTION.

SCESC WILL RETURN A CONFIRMED COPY FOR YOUR RECORDS FOLLOWING SIGNING BY COUNTY SUPERINTENDENT.

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