

RESOLUTION NO. _____

WHEREAS, the Shared Services and Consolidation Act, NJSA 40A:65-1 through 40A:65-35 authorizes local units of government to enter into contracts for the joint provision of any service which any party to the Agreement is empowered to render within its own jurisdiction; and

WHEREAS, the City of Millville desires to enter into a Shared Service Agreement with the Millville Board of Education for the funding and support of Information Technology Services for the calendar year ending December 31, 2016; and

WHEREAS, a copy of this agreement is on file in the office of the City Clerk.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF MILLVILLE:

1. That the Shared Service Agreement is hereby approved.
2. That the Mayor and City Clerk are hereby authorized to execute same.
3. This agreement shall be filed, for informational purposes with the Division of Local Government Services in the Department of Community Affairs pursuant to rules and regulations promulgated by the director.

Moved By:

Seconded By:

VOTING

Michael Santiago

Lynne Porreca Compari

David W. Ennis

Joseph Sooy

<u>In Favor</u>	<u>Against</u>	<u>Abstain</u>	<u>Absent</u>

I hereby certify that the foregoing is a true copy of Resolution adopted by the Board of Commissioners of the City of Millville, in the County of Cumberland, at a meeting thereof held

_____.

Susan G. Robostello, City Clerk

**City of Millville and Millville Board of Education
Information Technology**

Shared Services Agreement

Article 1. Purpose

The City of Millville and the Millville Board of Education desire to enter a contract for the funding and support of Information Technology services for the term beginning January 1, 2016 and ending December 31, 2016.

Article 2. Nature of Services

- a) The City of Millville and the Millville Board of Education will jointly share technology services that will include the routine break and fix type work orders thru the help desk. The cost is based on an estimate of the time required to provide the services to the City of Millville.
- b) The City of Millville and the Millville Board of Education will jointly provide the necessary resources required to operate an Information Technology Service Desk. The Information Technology Service Desk will receive requests for service and dispatch the appropriate resources.
- c) The Millville Board of Education will provide server hosting in the Millville Board of Education Data Center for all current City of Millville servers except any server belonging to Police operations. All Police servers will remain in a separate and secure Data Center at the City of Millville. The Millville Board of Education will provide regular backup services to the City of Millville servers.
- d) The City of Millville and the Millville Board of Education will share the cost of all commonly used licenses, maintenance agreements, services, training and other miscellaneous items on a pro -rata basis determined by the licensing factor. The licensing factor is commonly the number of user accounts, computer accounts or some combination of the two. Microsoft licenses will be provided separately due to the Microsoft School Agreement contract.

Article 3. IT Governance and IT Service Management

- a) IT Governance will be implemented by adopting the Information Systems Audit and Control Association's framework known as "Control Objectives for Information and Related Technology" or COBIT. The Millville Board of Education management team includes one or more members that are COBIT Certified and will provide consulting to the City of Millville in their adoption of COBIT.
- b) IT Service Management efforts will be guided by the "Information Technology Infrastructure Library" or ITIL framework. All technical or management staff members of the Millville Board of Education Office of Information Technology are certified in ITIL at the Foundation level or above.

Article 4. Consideration and Duration

The City of Millville agrees to pay the Millville Board of Education \$18,500.00 for General Support, \$15,000.00 for Server Hosting and \$3,000.00 for IT Governance for a total sum of \$36,500.00. This agreement shall be for the term beginning January 1, 2016 and ending on December 31, 2016. The City of Millville and the Millville Board of Education desire to deliver information Technology Services in an economical, efficient and

effective manner that will provide value to the operating departments of each partner and ultimately to the citizens and students of the City of Millville and the Millville Board of Education, respectively. In order to achieve this, all services provided by the Shared Office of Information Technology will be delivered in accordance with internationally accepted frameworks for IT Governance and IT Service Management. IT Governance will be practiced according to the Control.

City of Millville: _____ Date: _____
Mayor

Attest: _____ Date: _____
City Clerk

Millville Board of Education: _____ Date: _____
President

Attest: _____ Date: _____