

SHARED SERVICES AGREEMENT

Agreement Between the

County of Monmouth and the

_____ of _____ for

MODIV Property Assessment Computer Services

WHEREAS, rules and regulations of the State of New Jersey, Department of Treasury, Division of Taxation, provide for a uniform system of maintaining and reporting tax information as to real estate throughout the State of New Jersey by municipalities and counties, which is commonly known as MODIV Property Assessment Computer System; and

WHEREAS, the County of Monmouth has the facilities to provide the computer services necessary in order to comply with the aforesaid rules and regulations; and

WHEREAS, pursuant to P.L.2013, c.15 (C.54:1-104) each municipal assessor in a demonstration county shall utilize the same property assessment software as is used by the county tax board and all real property assessment functions required pursuant to State law, including the revaluation or reassessment of real property, as well as other assessment-based functions such as the development of a compliance plan, maintenance of assessments and the calculation of added assessments shall be performed using the property assessment software.

WHEREAS, pursuant to P.L.2013, c.15 (C.54:1-104) the county tax board participating in the demonstration program shall provide MOD-IV and CAMA software to each municipality that does not use the software, at no cost to those municipalities, and shall provide, at no cost to those municipalities, training in the use of the software to the assessors of those municipalities, and to their respective staff members. Thereafter, each municipality shall pay an annual fee per each taxable line item in the municipality to the county tax board for the MOD-IV and CAMA service.

WHEREAS, the Shared Services Act and Consolidation Act, namely C. 40A:65-1, provides a mechanism through which counties and municipalities may enter into agreements for the provision of services for each other.

NOW, THEREFORE, IN CONSIDERATION of the mutual promises and other conditions, covenants, and obligations made and agreed to by and between the County of Monmouth (hereinafter referred to as "County"), and the _____ of _____ (hereinafter referred to as "Municipality"), it is hereby agreed as follows:

MODIV PROPERTY ASSESSMENT COMPUTER SERVICES

1. The County will provide MODIV Property Assessment Computer Services to the Municipal Assessor. Services shall include Master File Maintenance, Preliminary Tax List Proof Book PDF, Preliminary Tax List PDF, Preliminary Tax Duplicate PDF, Preliminary Field Book PDF, Final Tax List Printed and PDF, and Printed Extended Tax Duplicate. Printing of Notification of Assessment Cards, Post Tax Year Statements, and Farmland Assessment Applications. Printing of Income and Expense requests for regular mail and Income and Expense requests for Certified Mailing. Printing of Initial and Further Statements and Tenant Rebate Forms. Production of Added/Omitted Assessment Proof Books as PDF and printing of three copies of the Added/Omitted Assessment Tax List. Provide Tax Year Consolidation, and a copy of the Master Computer File for the Municipality, upon request, for submission to the State of New Jersey, Division of Taxation.
2. The Municipality will adhere to the schedule of submission of data as prescribed by the Director of the New Jersey State Division of Taxation and or the Monmouth County Board of Taxation, which schedule is sent to the Municipality by the Monmouth County Tax Administrator annually.
3. The County will provide to the Municipality a report as to all transactions submitted by the Municipality to the County, indicating which data was accepted or rejected. It will be the responsibility of the Municipality to check the Transaction List and make corrections as necessary, so that the County may update the Municipality's Master File accordingly.

GENERAL CONDITIONS

4. The within agreement shall be effective January 1, 2022 or as soon thereafter as the Municipality commences use of the County's services.
5. This Agreement shall end, if not sooner terminated or extended, on December 31, 2031.
6. The Municipality agrees that any liability for damages which it has or may have against the County for non-performance or negligent performance of the Property Assessment Computer Services described herein shall be limited to the amount paid by the Municipality to the County for the year in which the error(s) occur(s). The County shall not otherwise be liable to the Municipality for damages of any kind, including special, consequential, or punitive damages.
7. In the event that performance by the County of Monmouth under this agreement is delayed or prevented due to weather conditions, labor disputes affecting the County or any of the County's suppliers of materials or labor, natural acts, acts of war, emergency proclamations, governmental regulations or for any reason whatsoever beyond the County's control, any performance dates by the County will be extended for the period of time equal to the time lost by reason of any of these causes. If any of the foregoing causes make the performance of this agreement by the County impossible in the County's sole judgment, then this agreement may be immediately terminated by

the County, whereupon the Municipality and the County will be released from all obligations under this agreement, subject to an equitable adjustment of costs and fees earned or paid prior to termination.

8. The municipality is responsible for the accuracy and completeness of the information provided. The County will rely on the submission and representation of the municipality.
9. The within agreement is a New Jersey contract and shall be governed by the laws of the State of New Jersey.
10. The County makes no warranties, either express or implied. No representation or statement not expressly contained in the within agreement or incorporated herein by reference shall be binding on the County as a warranty.

COSTS AND FEES

11. The County shall supply the basic Property Assessment Computer Services as set forth hereinbefore at a cost to the Municipality of FORTY CENTS (\$0.40) per line item per year. Further, there will be a minimum Annual District Processing Charge of SIX HUNDRED DOLLARS (\$600.00). Notification of Assessment Cards will be mailed at a cost of \$0.40 per card; annual mailing fees will be in accordance with current USPS bulk mailing fees.
12. The County shall supply to the Municipality, at the request of the Municipality, the following additional services at the following additional costs:

Added/Omitted Tax Bills - Printed \$0.25 per bill

Additional report requests:

Tax List (Preliminary, Final or Extended) with Street and Owners Index (8.5x11) - \$ 75.00 per district
Personalized Reports – Cost subject to mutual agreement
13. The County will bill the Municipality for the basic Property Assessment Computer Services and minimum Annual District Processing Charge after the delivery of the Added/Omitted Assessment List to the Municipality.
14. The County will bill the Municipality for “additional services” and for “additional report requests” upon completion of that work.
15. The County reserves the right to modify the costs and fees for service from time to time, upon reasonable advance notice to the Municipality.

IN WITNESS WHEREOF, the parties have hereunto placed their hands and seals.

ATTEST:

COUNTY OF MONMOUTH

Tamara Brown
Clerk of the Board

By: _____
Thomas A. Arnone
Commissioner Director

ATTEST:

_____ **OF** _____

Clerk

By: _____