

Athletic and Field Trip Transportation 4% Admin Fee  
SUSSEX COUNTY REGIONAL TRANSPORTATION COOPERATIVE  
PO BOX 1029  
HOPATCONG, NJ 07843

RESOLUTION FOR PARTICIPATION IN JOINT TRANSPORTATION AGREEMENT

WHEREAS, the following Boards of Education: Allamuchy Township, Andover Regional, Belleville Public Schools, Bergen County Region V, Butler, Byram Township, Caldwell-West Caldwell, Clifton, Dover, East Orange, ESC of Morris County, Fairfield, Frankford, Franklin Borough, Fredon Twp., Frelinghuysen, Gill St. Bernards School, Green Twp., Hackettstown, Hamburg Borough, Hampton Borough, Hampton Twp., Hanover Park, Hanover Twp., Harding, Hardyston Twp., Hawthorne, High Point Reg. H.S., Hopatcong Borough, Jefferson Twp., Kittatinny Regional, Lafayette Twp., Lenape Valley Regional, Livingston, Millburn, Mine Hill, Monroe Twp., Montague, Morris Hills Regional, Mount Arlington, Mountain Lakes, Mount Olive, Netcong, Newton, North Caldwell, North Warren, Nutley, Ogdensburg, Randolph, Rockaway Borough, Rockaway Twp., Roseland, Roxbury, Sandyston, Secaucus, South Orange/Maplewood, Sparta Twp., Stanhope, Stillwater, Summit, Sussex County Technical School, Sussex-Wantage, Vernon Twp., Verona, Warren County Special Services School District, Warren Hills Regional, Washington Twp./Morris, Washington Twp./Warren, Wayne, West Essex Regional, West Milford, West Morris Regional, West Orange, Wharton, and \_\_\_\_\_ desire to transport students to specific destinations; and

WHEREAS, the Hopatcong Board of Education is willing to provide the services to coordinate transportation for the above-referred-to Boards of Education for transportation of students to Athletic and Field Trip Schools along established routes to specific destinations in order to attempt to achieve the maximum cost effectiveness;

WHEREAS, the Hopatcong Board of Education shall provide such services under the name of Sussex County Regional Transportation Cooperative.<sup>1</sup>

NOW THEREFORE, BE IT RESOLVED by the \_\_\_\_\_ Board of Education that pursuant hereto the President and Secretary of the \_\_\_\_\_ Board of Education are hereby authorized and directed to execute a duplicate of the Resolution which shall act as an agreement between the \_\_\_\_\_ Board of Education and the Sussex County Regional Transportation Cooperative for the coordination of transportation of students to Athletic and Field Trip Schools to specific destinations upon the following terms and conditions:

1. The \_\_\_\_\_ Board of Education shall pay to the Sussex County Regional Transportation Cooperative in consideration of the services it shall render pursuant to this agreement an amount to equal four percent (4.0%) of the \_\_\_\_\_ Board of Education's actual cost paid for transportation of **Athletic and Field Trip** school students to specific destinations during the 2021-2022 school year, said sum to be paid as follows in each year during the term of this agreement or any extension hereof.

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<sup>1</sup> The terms "Hopatcong Board of Education" and "Sussex County Regional Transportation Cooperative" will be used interchangeably throughout this Agreement. To ensure no confusion, both terms refer to the same legal entity, the Hopatcong Board of Education.

Payment Due

4.0% Administrative Fees . . . . .	.07/30/21
(100% of estimated fees based on your 2019-20 transportation expenses)	
Initial Deposit . . . . .	.07/31/21
(20% of estimated charges based on your 2019-20 transportation expenses)	
20% of current annual charges . . . . .	10/29/21
20% of current annual charges . . . . .	12/31/21
20% of current annual charges . . . . .	02/28/22
20% of current annual charges . . . . .	04/29/22
June – plus or minus final adjustments	

\*All 2021 summer routes shall be billed upon completion of transportation. A check will be issued on or about July 29, 2022 for all transportation funds not used. After the 2020-21 school year, we will no longer be able to roll-over credits to the following school year.

2. The Sussex County Regional Transportation Cooperative will provide the following services:
  - a. routes coordinated with other districts to attempt to achieve a maximum cost reduction while maintaining a realistic capacity and travel time;
  - b. statements prepared on appropriate vouchers according to the above schedule delineating costs per route;
  - c. computer print-outs of student lists for all routes coordinated by the Sussex County Regional Transportation Cooperative for ASSA reporting deadlines;
  - d. all necessary interaction and communication between the sending district, receiving school, and the respective transportation contractors;
  - e. timely review and revision of routes;
  - f. provide transportation within three days or sooner after receipt of the formal written request;
  - g. timely submission of contracts, renewals or addenda to the county office for approval.
  
3. The \_\_\_\_\_ Board of Education will provide the Sussex County Regional Transportation Cooperative with the following:
  - a. requests for any Athletic and Field Trip students on approved forms to be provided by the Sussex County Regional Transportation Cooperative, completed in full and signed by \_\_\_\_\_ Board of Education Secretary or other designated district personnel;
  - b. withdrawal for any Athletic and Field Trip school students on approved forms to be provided by the Sussex County Regional Transportation Cooperative, completed in full and signed by the \_\_\_\_\_ Board of Education Secretary or other designated district personnel; no billing adjustment will be made without this completed form; and
  - c. strict adherence to the above payment schedule.
  
4. Additional Cost – all additional costs generated by unique requests, including but not limited to mid-day runs, early dismissals, change in number of children being transported on each route, or change in mileage during the year, will be borne by the \_\_\_\_\_ Board of Education.

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5. Invoice Disputes – The \_\_\_\_\_ Board of Education shall notify the Sussex County Regional Transportation Cooperative in writing of any dispute with any invoice, along with a reasonably detailed description of the dispute, within 30 days from the date of receipt of such invoice. Invoices for which no such timely notification is received shall be deemed accepted by the \_\_\_\_\_ Board of Education as true and correct, and the \_\_\_\_\_ Board of Education shall pay all amounts due under such invoices within the period set forth above. The parties shall seek to resolve all such disputes expeditiously and in good faith. The \_\_\_\_\_ Board of Education shall not withhold payment of any amount due and payable under this agreement by reason of any setoff of any claim or dispute with the Hopatcong Board of Education and/or the Sussex County Regional Transportation Cooperative.
6. Late Payments – Invoices shall be paid within 45 days of receipt. Except for invoiced payments that have been successfully disputed, all late payments shall bear interest at the lesser of the rate of four percent (4.0%) per month or the highest rate permissible under applicable law, calculated daily and compounded monthly. The \_\_\_\_\_ Board of Education also shall reimburse the Hopatcong Board of Education under the name of the Sussex County Regional Transportation Cooperative for all costs incurred in collecting any late payments, including, without limitation, attorneys' fees and costs. In addition to all other remedies available under this agreement or at law, which the Hopatcong Board of Education does not waive by the exercise of any rights hereunder, the Hopatcong Board of Education shall be entitled to suspend the provision of any Services provided under this Agreement if the \_\_\_\_\_ Board of Education fails to pay any amounts when due hereunder.
7. Length of Agreement – This agreement and obligations and requirements herein shall be in effect between July 1, 2021 and June 30, 2022.
8. The \_\_\_\_\_ Board acknowledges and agrees that prior to the start of each school year, the Sussex County Regional Transportation Cooperative is required to plan its budget and take on expenses in order to plan for the following school year. As a result, the \_\_\_\_\_ Board agrees to provide written notice to the Sussex County Regional Transportation Cooperative at least 180 days before June 30<sup>th</sup> advising whether or not the \_\_\_\_\_ Board will be renewing its contract with the Cooperative. If timely notice is not provided, the parties agree that the Cooperative will plan its budget and take on expense based on the assumption that the \_\_\_\_\_ Board will be renewing its contract with the Cooperative for the upcoming school year. Should the \_\_\_\_\_ Board notify the Cooperative it will not be renewing its contract after the notice period, the \_\_\_\_\_ Board agrees to reimburse the Cooperative for any costs or expenses incurred by the Cooperative as a result of the \_\_\_\_\_ Board's failure to provide timely notice. In the event this agreement is renewed, the consideration to be paid to the Cooperative set forth in Paragraph 1 hereof, shall be revised to equal four percent (4.0%) of the \_\_\_\_\_ Board of Education's actual cost paid for transportation of Athletic and Field Trip school students to specific destinations during the prior year.
9. Termination – The Hopatcong Board of Education under the name of Sussex County Regional Transportation Cooperative, in its sole discretion, may terminate this agreement at any time, without cause, by providing at least 30 days' prior written notice to the \_\_\_\_\_ Board of Education.
10. The Hopatcong Board of Education under the name of Sussex County Regional Transportation Cooperative accepts no responsibility for a pupil's use of arranged transportation or attendance on an established route. Once assigned to a route, the billing for the pupil's reserved seat will continue until the Sussex County Regional Transportation Cooperative is otherwise noticed in writing to delete the pupil from the assigned route.
11. Force Majeure – No party shall be liable or responsible to the other party, nor be deemed to have defaulted under or breached this Agreement, for any failure or delay in fulfilling or performing any term of this

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agreement (except for any obligations to make payments to the other party hereunder), when and to the extent such failure or delay is caused by or results from acts beyond the impacted party's control.

- 12. Headings – The descriptive headings in this Agreement are for convenience only and are not intended to be part of, or to affect the interpretation of, this Agreement.
- 13. Entire Agreement – This agreement constitutes the entire and only agreement between the parties with respect to the subject matter of this agreement, and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, with respect to the subject matter. This agreement only may be amended by an instrument in writing over authorized signature.
- 14. It is a condition of this agreement that a representative from each applicable position: School Business Administrator/School Board Secretary, Special Services Director, and Transportation Supervisor attend at least one (1) Sussex County Regional Transportation Cooperative meeting on an annual basis to promote and provide effective and efficient transportation services.

AUTHORIZED SIGNATURES

HOPATCONG BOARD OF EDUCATION  
UNDER THE NAME OF  
SUSSEX COUNTY REGIONAL  
TRANSPORTATION COOPERATIVE  
ATTEST:

\_\_\_\_\_  
BOARD OF  
EDUCATION  
  
ATTEST:

\_\_\_\_\_  
Hopatcong Board President      Date

\_\_\_\_\_  
Board President      Date

\_\_\_\_\_  
Hopatcong Board Secretary      Date

\_\_\_\_\_  
Board Secretary      Date

\_\_\_\_\_  
Sussex County Superintendent      Date

\_\_\_\_\_  
County Superintendent      Date

SUSSEX COUNTY REGIONAL  
TRANSPORTATION COOPERATIVE

SUSSEX COUNTY REGIONAL  
TRANSPORTATION COOPERATIVE

\_\_\_\_\_  
Director of Transportation      Date

\_\_\_\_\_  
Director of Transportation      Date

Note: (4) original wet signed copies of this resolution and (4) original stamped and wet signed copies of your board minutes must accompany this document when sending it back to us. This allows for all entities to have an original copy (Your County Super. office, Sussex County Super. office, your District, and the Cooperative). Once all signatures are gained, the Cooperative will send an original copy of this resolution to all parties.