

Monmouth County
Public Works and Engineering
Municipal Assistance /
Shared Services Program Part 2



Monmouth County Board of Chosen Freeholders



(left to right) – John P Curley , Director Thomas Arnone Deputy Director Lillian G. Burry
and Patrick Impreveduto

What are Shared Services?

- The Term Shared Services refers to local governments' pursuit of new, cost-effective approaches to meet service demands.
- Sharing services with other governments may reduce costs and improve services in an era when governments are becoming more customer oriented.



Department of Public Works and Engineering

Mission Statement

The mission of Monmouth County Public Works and Engineering is:

- to effectively maintain and develop public infrastructure with the utmost of efficiency.
- to provide essential services in the areas of road and bridge maintenance, engineering/traffic, shade tree, fleet management and emergency response.
- to ensure, create and promote a safe, productive work environment by efficiently using all financial, human and material resources and to enhance the quality of life for our residents, businesses and visitors in the most practical, useful, economical, safe, and beneficial way.

Department of Public Works and Engineering

John W. Tobia, Director

James Cerreta, Assistant Director

David Morris, Management Assistant

Telephone: 732-683-8757 Fax: 732-462-1863

DIVISIONS

- Engineering / Traffic
Joseph Ettore 732-431-7760
- Highway
Gary Fread 732-431-6550
- Bridge
James Cerreta 732-431-6556
- Fleet Services
Dennis Szostek 732-431-7830
- Shade Tree
Joseph Santora 732-431-7903
- Reclamation Center
Richard Throckmorton 732-922-8686 ext 104
- Buildings & Grounds
Robert Compton 732-431-7360
- Fire Marshall/Fire Academy
Kevin Stout 732-683-8857/732-683-8856

Division of Fleet Services

Wash Station and Fueling

- Automated Vehicle Wash Facilities
- Gasoline and Diesel Fuel Dispensing



Truck Shop

- Full Service Repair Facility with Preventative Maintenance Repairs
- Diagnostic Testing and Troubleshooting
- Specialized Repairs



Paint and Body Shop

- Full Service Repair Facility
- Frame Straightening
- Paint Booth and Specialized Vehicle Refinishing



Disabled Vehicle Towing / Wrecker Services

- Heavy Equipment Transporting
- Law Enforcement Assistance
- Specialized Towing and Field Service



Division of Shade Tree Functions

Tree Removal and Maintenance

- Landscape Services
- Transplanting of Trees and Emergency Tree Removal
- Arbor Day Programs
- Right of Way Maintenance



Gypsy Moth/Mosquito Spraying

- Gypsy Moth/Mosquito Spray Programs
- Consulting and Plan Review
- Law Enforcement Assistance



Division of Reclamation Center Functions

RECLAMATION CENTER

- Waste is brought to the Reclamation Center by private or residential means.
- Vehicles are weighed at the Scale Facility.
- Waste is brought to Materials Recovery & Processing Facility for compacting and then baled.
- The baled waste is then stacked into the state-of-the-art landfill



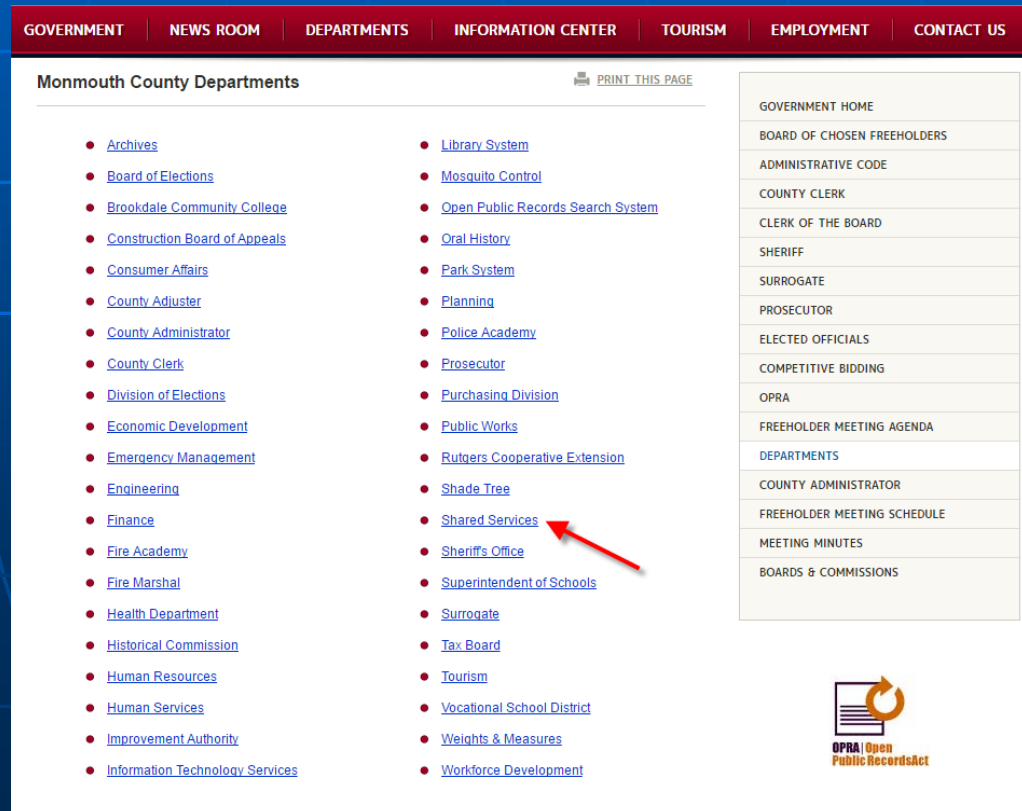
Monmouth County Co-Op Purchasing Program

Some examples of items purchased through the Co-Op program are:

- Salt
- Fuel
- Trucks
- Automobiles
- Construction Equipment

How to Request Shared Services

- Entity must have a Municipal Assistance/Shared Services Agreement with the County.
- Monmouth County's website visitmonmouth.com
- Click on Departments and choose Shared Services



The screenshot displays the Monmouth County website's navigation menu. The top navigation bar includes links for GOVERNMENT, NEWS ROOM, DEPARTMENTS, INFORMATION CENTER, TOURISM, EMPLOYMENT, and CONTACT US. Below this, the 'Monmouth County Departments' section is visible, featuring a grid of links to various departments. A red arrow points to the 'Shared Services' link in the second column of the grid. To the right of the main content area is a vertical sidebar menu with links to various government-related pages, including 'GOVERNMENT HOME', 'BOARD OF CHOSEN FREEHOLDERS', 'ADMINISTRATIVE CODE', 'COUNTY CLERK', 'CLERK OF THE BOARD', 'SHERIFF', 'SURROGATE', 'PROSECUTOR', 'ELECTED OFFICIALS', 'COMPETITIVE BIDDING', 'OPRA', 'FREEHOLDER MEETING AGENDA', 'DEPARTMENTS', 'COUNTY ADMINISTRATOR', 'FREEHOLDER MEETING SCHEDULE', 'MEETING MINUTES', and 'BOARDS & COMMISSIONS'. At the bottom right of the page, there is a logo for OPRA (Open Public Records Act).

GOVERNMENT NEWS ROOM DEPARTMENTS INFORMATION CENTER TOURISM EMPLOYMENT CONTACT US

Monmouth County Departments [PRINT THIS PAGE](#)

- [Archives](#)
- [Board of Elections](#)
- [Brookdale Community College](#)
- [Construction Board of Appeals](#)
- [Consumer Affairs](#)
- [County Adjuster](#)
- [County Administrator](#)
- [County Clerk](#)
- [Division of Elections](#)
- [Economic Development](#)
- [Emergency Management](#)
- [Engineering](#)
- [Finance](#)
- [Fire Academy](#)
- [Fire Marshal](#)
- [Health Department](#)
- [Historical Commission](#)
- [Human Resources](#)
- [Human Services](#)
- [Improvement Authority](#)
- [Information Technology Services](#)
- [Library System](#)
- [Mosquito Control](#)
- [Open Public Records Search System](#)
- [Oral History](#)
- [Park System](#)
- [Planning](#)
- [Police Academy](#)
- [Prosecutor](#)
- [Purchasing Division](#)
- [Public Works](#)
- [Rutgers Cooperative Extension](#)
- [Shade Tree](#)
- [Shared Services](#)
- [Sheriff's Office](#)
- [Superintendent of Schools](#)
- [Surrogate](#)
- [Tax Board](#)
- [Tourism](#)
- [Vocational School District](#)
- [Weights & Measures](#)
- [Workforce Development](#)

GOVERNMENT HOME
BOARD OF CHOSEN FREEHOLDERS
ADMINISTRATIVE CODE
COUNTY CLERK
CLERK OF THE BOARD
SHERIFF
SURROGATE
PROSECUTOR
ELECTED OFFICIALS
COMPETITIVE BIDDING
OPRA
FREEHOLDER MEETING AGENDA
DEPARTMENTS
COUNTY ADMINISTRATOR
FREEHOLDER MEETING SCHEDULE
MEETING MINUTES
BOARDS & COMMISSIONS

OPRA | Open Public Records Act

Monmouth County Shared Services

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Monmouth County Shared Services have recorded cost savings across several municipalities in the multi-million dollar range. There are many outstanding projects currently in the upstart stages in the Shared Services arena. Much progress has been made and great opportunities exist for the future of the program.



With the direct leadership and supervision of Freeholder Thomas A. Arnone, shared services has spearheaded an effort to organize and facilitate existing projects as well as continue to grow and expand the shared services program. The County continues outreach to existing and potential partners in a focused effort to grow County-County, County to Municipal, Municipal to Municipal, County to Authority and other opportunities.



[Shared Services in the news](#)

Shared Services has created a centralized depository of documentation and information to service, facilitate and coordinate all County and Municipal departments and needs.

Through this centralizing and streamlining of the system, the County is equipped to better serve and facilitate shared services projects. The County serves as a "one stop shop" for any County Department or Monmouth County municipality that seeks to access cost savings through county provided resource programs or the ability to access a system in which they can identify a "match" and enter into a share services agreement with a neighbor(s) who is seeking the same savings in the same area of services.

[SHARED SERVICES HOME](#)[911 AND DISPATCH SERVICES](#)[ADDITIONAL AREAS OF SHARED SERVICES TO BE EXPLORED](#)[COMMODITY RESALE PROGRAM](#)[COUNTY COOP PURCHASING PROGRAM](#)[INFORMATION TECHNOLOGY](#)[MUNICIPAL ASSISTANCE/ SHARED SERVICE PROGRAM](#)[OPRS-RIM](#)[PLANNING BOARD](#)[TAX BOARD MOD IV](#)[MAKE A SERVICE REQUEST](#)

Municipal Assistance/Shared Service Program

Please click on the link below to find a list of municipal assistance/shared services currently available to Monmouth County municipalities.

Primarily, this program is administered through the County Department of Public Works and Engineering, this service allows municipalities to request various services from the county, such as street sweeping, snow plowing, application and storage of salt, specialized mowing, use of equipment (with operator), guardrail installation, tree trimming, vehicle repair, towing, diesel emission inspection, fueling and truck washing. The cost of these services (if applicable) will be the actual cost to the County, including materials and labor.

If a municipality is interested in participating in this program, a request form must be submitted to the County Department of Public Works and Engineering. Upon County approval of the request, the municipality will be issued a cost quotation (if applicable) to provide the requested service. If the municipality decides to accept the quotation, solely at their discretion, the County shall schedule the services and forward a statement for the services at the end of each month.

The program is primarily administered through the Monmouth County Department of Public Works and Engineering. Click here to access the [Public Works Department and Engineering website](#) or call 732-577-8758

For further assistance, contact John Ciufu, at 732-431-7470 or email john.ciufu@co.monmouth.nj.us.

- [Shared Service/Municipal Assistance Sample Agreement](#)
- [Shared Service Municipal Assistance List of Available Services](#)
- [Shared Service DPW Request Form](#)

[SHARED SERVICES HOME](#)

[911 AND DISPATCH SERVICES](#)

[ADDITIONAL AREAS OF SHARED SERVICES TO BE EXPLORED](#)

[COMMODITY RESALE PROGRAM](#)

[COUNTY COOP PURCHASING PROGRAM](#)

[INFORMATION TECHNOLOGY](#)

[MUNICIPAL ASSISTANCE/ SHARED SERVICE PROGRAM](#)

[OPRS-RIM](#)

[PLANNING BOARD](#)

[TAX BOARD MOD IV](#)

[MAKE A SERVICE REQUEST](#)



Shared Services Request Form

SHARED SERVICES REQUEST FORM

Department of Public Works & Engineering

Submit this form to:
dpwadmin@co.monmouth.nj.us
Fax: 732-462-1883



www.visitmonmouth.com
732-683-8758

Submit Form

REQUESTOR'S INFORMATION - PART 1

Requestor's Name: _____ Phone Number: _____
Last Name First Name M.I.

Municipality: _____ Department: _____

Service Requested & Location *(if Applicable)*:

Equipment Requested *(if Applicable)*:

Material Requested *(if Applicable)*:

Delivery Requested: Yes No

Date Needed: _____ Expected Date of Return: _____

Requestor's Signature: _____ Date: _____

MONMOUTH COUNTY APPROVAL - PART 2 (Official Use Only)

Division: _____ District *(if Applicable)*: _____

Estimated Labor Cost: \$ _____

Estimated Material Cost: \$ _____

Estimated Equipment Cost: \$ _____

ESTIMATED TOTAL COST: \$ _____ \$ 0.00

Division Head Signature: _____ Date: _____

Department Head Signature: _____ Date: _____

Comments: _____

Thank you