

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE DIRECTOR OF THE PARKS AND FACILITIES MANAGEMENT DIVISION OF PUBLIC WORKS TO ENTER INTO A PARTNERSHIP AGREEMENT WITH FIRST THINGS FIRST FOR THE PERIOD OF JUNE 1, 2013 TO JUNE 1, 2014 DURING WHICH TIME FIRST THINGS FIRST WILL HOST FOUR (4) MOVIES IN THE PARK AT COOLIDGE PARK WITH AN ESTIMATED VALUE OF SIXTY-NINE THOUSAND DOLLARS (\$69,000.00) AND THE CITY WILL PROVIDE TWO (2) PARK RANGERS AND TWO (2) CREW WORKERS WITH AN ESTIMATED VALUE OF THREE HUNDRED SEVENTY DOLLARS (\$370.00), FOR A TOTAL PARTNERSHIP VALUE OF SIXTY-NINE THOUSAND THREE HUNDRED SEVENTY DOLLARS (\$69,370.00).

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CHATTANOOGA, it is hereby authorizing the Director of the Parks and Facilities Management Division of Public Works to enter into a partnership agreement with First Things First for the period of June 1, 2013 to June 1, 2014 during which time First Things First will host four (4) movies in the park at Coolidge Park with an estimated value of \$69,000.00 and the City will provide two (2) park rangers and two (2) crew workers with an estimated value of \$370.00, for a total partnership value of \$69,370.00.

ADOPTED: _____, 2013.

/mms

City of Chattanooga



Resolution/Ordinance Request Form

Date Prepared: May 22, 2013

Preparer: Glenn Sheppard

Department: Public Works

Brief Description of Purpose for Resolution/Ordinance: _____

Res./Ord. # _____

Council District # _____

A resolution is needed authorizing the Director of Parks & Facilities Management Division of Public Works to enter into a partnership agreement with First Things First for the period June 1, 2013 to June 1, 2014 during which time First Things First will host four scheduled events at Coolidge Park.

Name of Vendor/Contractor/Grant, etc. First Things First
Total project cost \$ 69,990.00
Total City of Chattanooga Portion \$ _____
City Amount Funded \$ 370.00
New City Funding Required \$ _____
City's Match Percentage % _____

New Contract/Project? (Yes or No) _____
Funds Budgeted? (YES or NO) _____
Provide Fund _____
Provide Cost Center _____
Proposed Funding Source if not budgeted _____
Grant Period (if applicable) _____

List all other funding sources and amount for each contributor.

Amount(s)
\$ _____
\$ _____
\$ _____

Grantor(s)

Agency Grant Number _____

CFDA Number if known _____

Other comments: (Include contingency amount, contractor, and other information useful in preparing resolution)

Approved by: _____

Reviewed by: FINANCE OFFICE

DESIGNATED OFFICIAL/ADMINISTRATOR

Please submit completed form to @budget, City Attorney and City Finance Officer

Revised: 1/26/09

**CITY OF CHATTANOOGA PARKS & RECREATION
PARTNERSHIP AGREEMENT**

THE FOLLOWING ORGANIZATION IS ENTERING INTO AN AGREEMENT WITH THE DEPARTMENT OF PARKS AND RECREATION:

I. First Things First

Organization Name

Contact Person: Andrea Lyons

Phone: 423-267-5383

Fax: 423-267-8876

Address: 620 Lindsay Street, Suite 100

City: Chattanooga

State: TN

Zip Code: 37403

II. LOCATION OF PROJECT/PROGRAM

Venue: Coolidge Park

Address: _____

III. TERM OF AGREEMENT

Start date: June 1, 2013

End date: June 1, 2014

RE-EVALUATION DATE: February 1, 2014

IV. PUBLIC SERVED (TARGET MARKET) BY PROJECT/PROGRAM

Families (parents & children together) x Yes No

Age Group (check all that apply)

 x Youth (17 and under)

 x Young Adult (18-24)

 x Baby Boomer (25-50)

 x Senior (50 & over)

VII. DOLLAR VALUE OF CONTRIBUTIONS

Park & Recreation Dollar Value Contribution		
Personnel Services (staff consulting, labor, volunteer time, etc.	Date of Contribution	Dollar Value
Full time staff time 2 @ \$ 25 /hour x 4		200.00
Seasonal staff time 2@ \$ 15 /hour x 4		120.00
Volunteer time @ \$ /hour		
Electricity for event-estimated per show		50.00
Supplies/Materials/Items (Consumable)--none		
Equipment (Non-Consumable)--none		
Facilities—Coolidge Park		
Other		
Cash Commitment	Date Committed	Cash Amount
Total Parks & Recreation Contribution	Grand Total	370.00
	(Cash & Dollar Value)	

VIII. COMMUNITY PARTNER DOLLAR VALUE CONTRIBUTION

Personnel Services (staff consulting, labor, volunteer time, etc.	Date of Contribution	Dollar Value
	July 6, 13, 20 & 27	
Full time staff time @ \$ /hour		\$10,000
Seasonal staff time @ \$ /hour Security (nightly)		3,850
Volunteer time @ \$ 20.00 /hour	10-15 each night	1,200
Supplies/Materials/Items (Consumable)		
Movies, Marketing (Billboards, Comcast, Times Free Press, Sunny 92.3 FM), Ambulance		45,940
Equipment (Non-Consumable)		
Facilities		

Other		
Cash Commitment	Date Committed	Cash Amount
Total Community Partner Contribution	Grand Total	
	(Cash + Dollar Value)	\$60,990

IX. EXPECTED REVENUE

Projected revenue to be kept for Parks and Recreation None-Free Community Event

Projected revenue to be kept for Community Partner None-Free Community Event

X. ONGOING COMMUNICATION

Both Parties agree to communicate in the following way: Email and site coordination

At the following intervals: Minimum of one week prior to each event

XI. INSURANCE

Complete the insurance information requested below in effect for this Agreement

XII. PARK AND RECREATION DEPARTMENT CITY LIABILITY PROVISION:

The City maintains a self-funded insurance plan under the provisions of the Tennessee Governmental Tort Liability Act, T.C.A. 29-20-201, et seq., which established the limits of liability for governmental entities in the State of Tennessee

Special Event Insurance offered: N/A

Who is covered: _____

Limits & Limitations: _____

COMMUNITY PARTNER (Insurance policies must name the City of Chattanooga as a Co-Insured Party)

Type of Insurance offered: Liability \$1,000,000/3,000,000-city named as Co-insured

Limits & Limitations: see attached

XIII. AGREEMENT TERMS

Both Parties agree to the following:

- The intent of this agreement is to build and document a mutually beneficial partnership between the Department of Parks and Recreation and its partners.
- The projected dollar values of the services contributed are accurate.
- This agreement may be terminated by either party with seven (7) days written notice.
- The staff and personnel involved will at all times represent both parties in this partnership in a professional manner, and reflect the commitment of both parties in quality services and customer satisfaction.
- The commitment of personnel, facilities, supplies/materials, and cash will be honored according to the timetable agreed upon by both parties.

COMMUNITY PARTNER SIGNATURE

Andrea Lyons

Title: Director of Marketing

Date: 5/16/13

PARKS & RECREATION SIGNATURE

[Signature]

Director of Parks

5-20-13

Form content and provisions approved by Chattanooga City Attorney's office on

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