

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE ADMINISTRATOR OF THE DEPARTMENT OF YOUTH AND FAMILY DEVELOPMENT TO ENTER INTO CONTRACTS WITH THE BELOW-LISTED SCHOOL BUS DRIVERS TO DRIVE PARTICIPANTS TO VARIOUS RECREATION CENTERS ON FIELD TRIPS, FOR A TOTAL AMOUNT OF SEVENTEEN THOUSAND FIVE HUNDRED SEVENTY-FIVE DOLLARS (\$17,575.00).

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CHATTANOOGA, TENNESSEE, That the Administrator of the Department of Youth and Family Development enter into contracts with the below-listed school bus drivers to drive participants to various recreation centers on fields trips, for a total amount of \$17,575.00.

Jerritt Kelly	Invoice No. 1032	\$ 3,830.00
Carol Sneed	Invoice No. 1033	\$ 3,965.00
Donnie Jones	Invoice No. 1034	\$ 3,935.00
Phillip Buttram	Invoice No. 1035	\$ 3,950.00
Tiffany Williams	Invoice No. 1036	\$ 1,895.00
	Total	\$17,575.00

ADOPTED: _____, 2013.

/mms

City of Chattanooga



Resolution/Ordinance Request Form

Date Prepared: 08/09/13

Preparer: Carla Johnson

Department: Youth & Family Development

Brief Description of Purpose for Resolution/Ordinance: Res./Ord. # _____ Council District # _____

School Bus Contract Agreements to drive participants of various Recreation Centers on field trips in the total amount of \$17,575.00

Jeritt Kelly - Invoice # 1032 - \$3,830.00

Carol Sneed - Invoice # 1033 - \$3,965.00

Donnie Jones - Invoice # 1034 - \$3,935.00

Phillip Buttram - Invoice # 1035 - \$3,950.00

Tiffany Williams - Invoice # 1036 - \$1,895.00

Name of Vendor/Contractor/Grant, etc. Various
Total project cost \$ 17,575.00
Total City of Chattanooga Portion \$ _____
City Amount Funded \$ 17,575.00
New City Funding Required \$ _____
City's Match Percentage % _____

New Contract/Project? (Yes or No) _____
Funds Budgeted? (YES or NO) _____
Provide Fund 1100
Provide Cost Center N10202
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: 
DESIGNATED OFFICIAL/ADMINISTRATOR

Reviewed by: FINANCE OFFICE

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

Revised: October, 2011

Ref. 81108

INVOICE

Jeritt Kelly - Bus Contractor
10640 Dallas Hollow Road
Soddy-Daisy, TN 37379

INVOICE #1032
DATE: JUNE 21, 2013 THRU JULY 12, 2013

TO: Department of Youth and Family
Development (Chattanooga Parks and
Recreation)

DATE	DESCRIPTION	UNIT PRICE	LINE TOTAL
6/21/2013	Tyner	\$235.00	\$235.00
6/21/2013	Shepherd	\$235.00	\$235.00
6/28/2013	Avondale	\$235.00	\$235.00
6/28/2013	Shepherd	\$235.00	\$235.00
7/8/2013	Shepherd	\$235.00	\$235.00
7/8/2013	Tyner	\$235.00	\$235.00
7/8/2013	Glenwood	\$210.00	\$210.00
7/8/2013	South Chattanooga	\$210.00	\$210.00
7/8/2013	Patton	\$235.00	\$235.00
7/8/2013	North Chattanooga	\$185.00	\$185.00
7/9/2013	Westside	\$235.00	\$235.00
7/10/2013	Therapeutic (TR)	\$275.00	\$275.00
7/11/2013	Brainerd	\$235.00	\$235.00
7/11/2013	Washington Hills	\$600.00	\$600.00
7/12/2013	Carver	\$235.00	\$235.00
TOTAL			\$3,830.00

BUS CONTRACTOR SIGNATURE

Jeritt Kelly

PROGRAM COORDINATOR SIGNATURE

Kim L Battle

DATE

7/30/13

DATE

7-31-13

Reg. 81108

**Chattanooga Parks and Recreation
School Bus Contract Agreement**

Facility: Avondale, Brainerd, Carver, Glenwood, John A. Patton, North Chattanooga
Shepherd, South Chattanooga, Tyner, Washington Hills, and Westside

Name: (First) Jeritt (MI) A. (Last) Kelly
Address: 10640 Dallas Hollow Road, Soddy-Daisy, TN 37379

Hereafter referred to as "School Bus Driver" The parties agree as follows:

1. Agency agrees to hire bus driver as independent contractor to drive the following centers to field trips.

DATE	CENTER	FEE
6/21/2013	Tyner	\$235.00
6/21/2013	Shepherd	\$235.00
6/28/2013	Avondale	\$235.00
6/28/2013	Shepherd	\$235.00
7/8/2013	Shepherd	\$235.00
7/8/2013	Tyner	\$235.00
7/8/2013	Glenwood	\$210.00
7/8/2013	South Chattanooga	\$210.00
7/8/2013	Patton	\$235.00
7/8/2013	North Chattanooga	\$185.00
7/9/2013	Westside	\$235.00
7/10/2013	Therapeutic (TR)	\$275.00
7/11/2013	Brainerd	\$235.00
7/11/2013	Washington Hills	\$600.00
7/12/2013	Carver	\$235.00
TOTAL AMOUNT		\$3,830.00

2. Agency agrees to pay driver for the field trips at a fee of \$150.00 to 600.00 per trip. Driver will be paid in full upon satisfactory completion of the field trip and compliance with the terms of this.

3. Agency agrees to uphold the limit of the maximum number of students per trip. Agency reserves the right to cancel each trip which does not have the specified. Minimum number of students/participants registered.

4. Driver agrees to transport the above centers at the dates listed for the above rate of pay as an independent contractor and not as an employee of the City of

Ref. 81108

Chattanooga. The driver is responsible for his own taxes including self employment tax.

5. Driver agrees to notify the designated facility as soon as possible if an emergency will prevent him from driving campers to the field trips. The trips may not be cancelled without the approval of the Program Coordinator, Kim Battle. Postponements of trips will be granted only by the staff in case of emergency.

6. The driver and agency agree that if any of the stipulations herein stated are breached by the driver, the agency reserves the right to begin appropriate action which could result in complete and final termination of this contract agreement. If this agreement contains any element contrary to departmental policy, it will be considered null and void.

7. The driver hereby waives and releases, for him, all heirs, executors and administrators, any and all rights and/or claims against the City of Chattanooga for any injuries, damages or losses sustained as a result of driving the above centers/field

8. Program Coordinator has the authority to add additional trips or cancel trips to the school bus driver's schedule.

9. Contract may be terminated upon mutual agreement by Bus driver and Kim Battle.

Driver Signature: Jerrett Kelly

Program Coordinator: Kim L. Battle

Director of Recreation: Coneta Hays

Ref. 81105

INVOICE

Carol Sneed - Bus Contractor
1401 Garden Farm Drive
Hixson, TN 37343

INVOICE #1033

DATE: JUNE 29, 2013 THRU JULY 19, 2013

TO: Department of Youth and Family
Development (Chattanooga Parks and
Recreation)

DATE	DESCRIPTION	UNIT PRICE	LINE TOTAL
6/29/2013	State Hershey Track Meet	\$750.00	\$750.00
7/12/2013	Glenwood	\$210.00	\$210.00
7/12/2013	Patton	\$235.00	\$235.00
7/12/2013	North Chattanooga	\$235.00	\$235.00
7/12/2013	Avondale	\$235.00	\$235.00
7/15/2013	Glenwood	\$235.00	\$235.00
7/15/2013	Patton	\$235.00	\$235.00
7/15/2013	Westside	\$210.00	\$210.00
7/15/2013	Washington Hills	\$210.00	\$210.00
7/15/2013	North Chattanooga	\$235.00	\$235.00
7/15/2013	Avondale	\$235.00	\$235.00
7/16/2013	Tyner	\$235.00	\$235.00
7/17/2013	South Chattanooga	\$235.00	\$235.00
7/18/2013	Shepherd	\$470.00	\$470.00
TOTAL			\$3,965.00

BUS CONTRACTOR SIGNATURE

Kim Carol Sneed

DATE

7/30/13

PROGRAM COORDINATOR SIGNATURE

Kim L. Battee

DATE

7.31.13

Req. 81105

**Chattanooga Parks and Recreation
School Bus Contract Agreement**

Facility: Avondale, Carver, Glenwood, John A. Patton, North Chattanooga, Shepherd,
South Chattanooga, Tyner, Washington Hills, and Westside

Name: (First) Carol (Last) Sneed

Phone: 423-364-2211

Address: 1401 Garden Farm Drive, Hixson, TN 37343

Hereafter referred to as "School Bus Driver" The parties agree as follows:

1. Agency agrees to hire bus driver as independent contractor to drive the following centers to field trips.

CONTRACT EXTENSION. SEE # 8

DATE	CENTER	FEE
6/29/2013	State Hershey Track Meet	\$750.00
7/12/2013	Glenwood	\$210.00
7/12/2013	Patton	\$235.00
7/12/2013	North Chattanooga	\$235.00
7/12/2013	Avondale	\$235.00
7/15/2013	Glenwood	\$235.00
7/15/2013	Patton	\$235.00
7/15/2013	Westside	\$210.00
7/15/2013	Washington Hills	\$210.00
7/15/2013	North Chattanooga	\$235.00
7/15/2013	Avondale	\$235.00
7/16/2013	Tyner	\$235.00
7/17/2013	South Chattanooga	\$235.00
7/18/2013	Shepherd	\$470.00
	TOTAL AMOUNT	\$3,965.00

2. Agency agrees to pay driver for the field trips at a fee of \$150.00 to 750.00 per trip. Driver will be paid in full upon satisfactory completion of the field trip and compliance with the terms of this.

Ref. 81105

3. Agency agrees to uphold the limit of the maximum number of students per trip. Agency reserves the right to cancel each trip which does not have the specified. Minimum number of students/participants registered.
4. Driver agrees to transport the above centers at the dates listed for the above rate of pay as an independent contractor and not as an employee of the City of Chattanooga. The driver is responsible for his own taxes including self employment tax.
5. Driver agrees to notify the designated facility as soon as possible if an emergency will prevent him from driving campers to the field trips. The trips may not be cancelled without the approval of the Program Coordinator, Kim Battle. Postponements of trips will be granted only by the staff in case of emergency.
6. The driver and agency agree that if any of the stipulations herein stated are breached by the driver, the agency reserves the right to begin appropriate action which could result in complete and final termination of this contract agreement. If this agreement contains any element contrary to departmental policy, it will be considered null and void.
7. The driver hereby waives and releases, for him, all heirs, executors and administrators, any and all rights and/or claims against the City of Chattanooga for any injuries, damages or losses sustained as a result of driving the above centers/field
8. Program Coordinator has the authority to add additional trips or cancel trips to the school bus driver's schedule.
9. Contract may be terminated upon mutual agreement by Bus driver and Kim Battle.

Driver Signature: Vincent L. Reed

Program Coordinator: Kim L. Battle

Director of Recreation: Greta Hayes

Reg. 81103

INVOICE

Donnie Jones - Bus Contractor
1401 Garden Farm Drive
Hixson, TN 37343

INVOICE #1034
DATE: JULY 19, 2013 THRU JULY 26, 2013

TO: Department of Youth and Family
Development (Chattanooga Parks and
Recreation)

DATE	DESCRIPTION	UNIT PRICE	LINE TOTAL
7/19/2013	Westside	\$235.00	\$235.00
7/19/2013	Tyner	\$235.00	\$235.00
7/22/2013	Washington Hills	\$235.00	\$235.00
7/22/2013	Patton	\$235.00	\$235.00
7/22/2013	Westside	\$210.00	\$210.00
7/22/2013	Shepherd	\$235.00	\$235.00
7/22/2013	Tyner	\$235.00	\$235.00
7/22/2013	Glenwood	\$210.00	\$210.00
7/22/2013	South Chattanooga	\$210.00	\$210.00
7/22/2013	Brainerd	\$235.00	\$235.00
7/22/2013	Avondale	\$235.00	\$235.00
7/23/2013	North Chattanooga	\$235.00	\$235.00
7/24/2013	Therapeutic (TR)	\$235.00	\$235.00
7/25/2013	Washington Hills	\$250.00	\$250.00
7/26/2013	Carver	\$235.00	\$235.00
7/26/2013	Glenwood	\$235.00	\$235.00
7/26/2013	Brainerd	\$235.00	\$235.00
TOTAL			\$3,935.00

BUS CONTRACTOR SIGNATURE Donnie E. Jones
PROGRAM COORDINATOR SIGNATURE Kim J. Batee

DATE 7-30-13
DATE 7.31.13

Req. 81103

**Chattanooga Parks and Recreation
School Bus Contract Agreement**

Facility: North Chattanooga, Avondale, Westside, Washington Hills, Glenwood, Shepherd, Tyner, Brainerd, John A. Patten, and Carver

Name: (First) Donnie (M) E (Last) Jones
Address: 373 Choctaw Trail, Chattanooga, TN, 37405

Hereafter referred to as "School Bus Driver" The parties agree as follows:

1. Agency agrees to hire bus driver as independent contractor to drive the following centers to field trips

DATE	CENTER	FEE
7/19/2013	Westside	\$235.00
7/19/2013	Tyner	\$235.00
7/22/2013	Washington Hills	\$235.00
7/22/2013	Patton	\$235.00
7/22/2013	Westside	\$210.00
7/22/2013	Shepherd	\$235.00
7/22/2013	Tyner	\$235.00
7/22/2013	Glenwood	\$210.00
7/22/2013	South Chattanooga	\$210.00
7/22/2013	Brainerd	\$235.00
7/22/2013	Avondale	\$235.00
7/23/2013	North Chattanooga	\$235.00
7/24/2013	Therapeutic (TR)	\$235.00
7/25/2013	Washington Hills	\$250.00
7/26/2013	Carver	\$235.00
7/26/2013	Glenwood	\$235.00
7/26/2013	Brainerd	\$235.00
	TOTAL AMOUNT	\$3,935.00

Reg. 81103

2. Agency agrees to pay driver for the field trips at a fee of \$150.00 to 250.00 per trip. Driver will be paid in full upon satisfactory completion of the field trip and compliance with the terms of this.
3. Agency agrees to uphold the limit of the maximum number of students per trip. Agency reserves the right to cancel each trip which does not have the specified. Minimum number of students/participants registered.
4. Driver agrees to transport the above centers at the dates listed for the above rate of pay as an independent contractor and not as an employee of the City of Chattanooga. The driver is responsible for his own taxes including self employment tax.
5. Driver agrees to notify the designated facility as soon as possible if an emergency will prevent him from driving campers to the field trips. The trips may not be cancelled without the approval of the Program Coordinator, Kim Battle. Postponements of trips will be granted only by the staff in case of emergency.
6. The driver and agency agree that if any of the stipulations herein stated are breached by the driver, the agency reserves the right to begin appropriate action which could result in complete and final termination of this contract agreement. If this agreement contains any element contrary to departmental policy, it will be considered null and void.
7. The driver hereby waives and releases, for him. all heirs, executors and administrators, any and all rights and/or claims against the City of Chattanooga for any injuries, damages or losses sustained as a result of driving the above centers/field
8. Program Coordinator has the authority to add additional trips or cancel trips to the school bus driver's schedule.
9. Contract may be terminated upon mutual agreement by Bus driver and Kim Battle.

Driver Signature: Donnie E. Jones

Program Coordinator: Kim L. Battle

Director of Recreation: Greta Hays

Reg. 81104

INVOICE

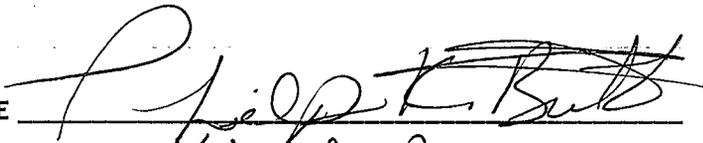
Philip Buttram - Bus Contractor
8654 Freeling Varner Road
Hixson, TN 37343

INVOICE #1035
DATE: JULY 26, 2013 THRU JULY 31, 2013

TO: Department of Youth and Family
Development (Chattanooga Parks and
Recreation)

DATE	DESCRIPTION	UNIT PRICE	LINE TOTAL
7/26/2013	Patton	\$235.00	\$235.00
7/26/2013	Tyner	\$250.00	\$250.00
7/26/2013	Westside	\$235.00	\$235.00
7/26/2013	Avondale	\$235.00	\$235.00
7/29/2013	Patton	\$235.00	\$235.00
7/29/2013	Westside	\$210.00	\$210.00
7/29/2013	Washington Hills	\$235.00	\$235.00
7/29/2013	Avondale	\$235.00	\$235.00
7/29/2013	North Chattanooga	\$210.00	\$210.00
7/30/2013	Shepherd	\$235.00	\$235.00
7/30/2013	Tyner	\$210.00	\$210.00
7/30/2013	Patton	\$250.00	\$250.00
7/30/2013	Glenwood	\$235.00	\$235.00
7/31/2013	Brainerd	\$235.00	\$235.00
7/31/2013	Carver	\$235.00	\$235.00
7/31/2013	North Chattanooga	\$235.00	\$235.00
7/31/2013	South Chattanooga	\$235.00	\$235.00
TOTAL			\$3,950.00

BUS CONTRACTOR SIGNATURE



DATE

7-30-13

PROGRAM COORDINATOR SIGNATURE



DATE

7.31.13

Ref. 81104

**Chattanooga Parks and Recreation
School Bus Contract Agreement**

Facility: Avondale, Brainerd, Carver, Glenwood, John A. Patton, North Chattanooga, Shepherd, South Chattanooga, Tyner, Washington Hills, and Westside

Name: (First) Philip (Last) Buttram
Phone: 423- 843-9800
Address: 8654 Freeling Varner Road, Hixson, TN 37343

Hereafter referred to as "School Bus Driver" The parties agree as follows:

1. Agency agrees to hire bus driver as independent contractor to drive the following centers to field trips.

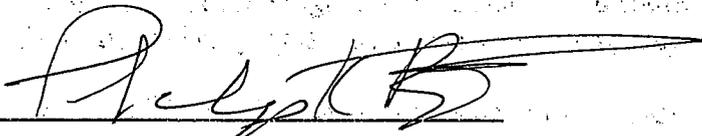
DATE	CENTER	FEE
7/26/2013	Patton	\$235.00
7/26/2013	Tyner	\$250.00
7/26/2013	Westside	\$235.00
7/26/2013	Avondale	\$235.00
7/29/2013	Patton	\$235.00
7/29/2013	Westside	\$210.00
7/29/2013	Washington Hills	\$235.00
7/29/2013	Avondale	\$235.00
7/29/2013	North Chattanooga	\$210.00
7/30/2013	Shepherd	\$235.00
7/30/2013	Tyner	\$210.00
7/30/2013	Patton	\$250.00
7/30/2013	Glenwood	\$235.00
7/31/2013	Brainerd	\$235.00
7/31/2013	Carver	\$235.00
7/31/2013	North Chattanooga	\$235.00
7/31/2013	South Chattanooga	\$235.00
	Total Amount	\$3,950.00

CONTRACT EXTENSION. SEE # 8

Reg. 81104

2. Agency agrees to pay driver for the field trips at a fee of \$150.00 to 250.00 per trip. Driver will be paid in full upon satisfactory completion of the field trip and compliance with the terms of this.
3. Agency agrees to uphold the limit of the maximum number of students per trip. Agency reserves the right to cancel each trip which does not have the specified. Minimum number of students/participants registered.
4. Driver agrees to transport the above centers at the dates listed for the above rate of pay as an independent contractor and not as an employee of the City of Chattanooga. The driver is responsible for his own taxes including self employment tax.
5. Driver agrees to notify the designated facility as soon as possible if an emergency will prevent him from driving campers to the field trips. The trips may not be cancelled without the approval of the Program Coordinator, Kim Battle. Postponements of trips will be granted only by the staff in case of emergency.
6. The driver and agency agree that if any of the stipulations herein stated are breached by the driver, the agency reserves the right to begin appropriate action which could result in complete and final termination of this contract agreement. If this agreement contains any element contrary to departmental policy, it will be considered null and void.
7. The driver hereby waives and releases, for him, all heirs, executors and administrators, any and all rights and/or claims against the City of Chattanooga for any injuries, damages or losses sustained as a result of driving the above centers/field
8. Program Coordinator has the authority to add additional trips or cancel trips to the school bus driver's schedule.
9. Contract may be terminated upon mutual agreement by Bus driver and Kim Battle.

Driver Signature:



Program Coordinator:

Kim L. Battle

Director of Recreation:

Crete Hayes

Reg. 81107

INVOICE

Tiffany Williams - Bus Contractor
1014 Holland Johnson Road
Hixson, TN 37343

INVOICE #1036

DATE: JULY 19, 2013 THRU JULY 31, 2013

TO: Department of Youth and Family
Development (Chattanooga Parks and
Recreation)

DATE	DESCRIPTION	UNIT PRICE	LINE TOTAL
7/19/2013	Carver	\$235.00	\$235.00
7/30/2013	Washington Hills	\$235.00	\$235.00
7/30/2013	Shepherd	\$235.00	\$235.00
7/30/2013	Eastdale	\$235.00	\$235.00
7/30/2013	Avondale	\$235.00	\$235.00
7/31/2013	Patton	\$250.00	\$250.00
7/31/2013	Glenwood	\$235.00	\$235.00
7/31/2013	Westside	\$235.00	\$235.00
TOTAL			\$1,895.00

BUS CONTRACTOR SIGNATURE Tiffany A. Williams
PROGRAM COORDINATOR SIGNATURE Kim L. Batten

DATE 7-30-13
DATE 7-31-13

Req. 81107

**Chattanooga Parks and Recreation
School Bus Contract Agreement**

Facility: Avondale, Eastdale, Glenwood, John A. Patton, Shepherd, Washington Hills,
and Westside

Name: (First) Tiffany (M) R. (Last) Williams
Address: 1014 Holland Johnson Road Hixson, TN 37343

Hereafter referred to as "School Bus Driver" The parties agree as follows:

1. Agency agrees to hire bus driver as independent contractor to drive the following centers to field trips.

CONTRACT EXTENSION – SEE # 8

DATE	CENTER	FEE
7/19/2013	Carver	\$235.00
7/30/2013	Washington Hills	\$235.00
7/30/2013	Shepherd	\$235.00
7/30/2013	Eastdale	\$235.00
7/30/2013	Avondale	\$235.00
7/31/2013	Patton	\$250.00
7/31/2013	Glenwood	\$235.00
7/31/2013	Westside	\$235.00
	TOTAL AMOUNT	\$1,895.00

2. Agency agrees to pay driver for the field trips at a fee of \$150.00 to 250.00 per trip. Driver will be paid in full upon satisfactory completion of the field trip and compliance with the terms of this.

3. Agency agrees to uphold the limit of the maximum number of students per trip. Agency reserves the right to cancel each trip which does not have the specified. Minimum number of students/participants registered.

4. Driver agrees to transport the above centers at the dates listed for the above rate of pay as an independent contractor and not as an employee of the City of Chattanooga. The driver is responsible for his own taxes including self employment tax.

Ref. 81107

5. Driver agrees to notify the designated facility as soon as possible if an emergency will prevent him from driving campers to the field trips. The trips may not be cancelled without the approval of the Program Coordinator, Kim Battle. Postponements of trips will be granted only by the staff in case of emergency.

6. The driver and agency agree that if any of the stipulations herein stated are breached by the driver, the agency reserves the right to begin appropriate action which could result in complete and final termination of this contract agreement. If this agreement contains any element contrary to departmental policy, it will be considered null and void.

7. The driver hereby waives and releases, for him, all heirs, executors and administrators, any and all rights and/or claims against the City of Chattanooga for any injuries, damages or losses sustained as a result of driving the above centers/field

8. Program Coordinator has the authority to add additional trips or cancel trips to the school bus driver's schedule.

9. Contract may be terminated upon mutual agreement by Bus driver and Kim Battle.

Driver Signature: Tiffany A. Williams

Program Coordinator: Kim L. Battle

Director of Recreation: Greta Hayz