

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 THIRTEEN THOUSAND SEVEN HUNDRED TWENTY-FIVE DOLLARS (\$13,725.00) FOR JUNE, 2014.

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 \$13,725.00 for June, 2014.

Phillip Buttram	\$ 3,850.00
Jimmy Sneed	\$ 3,940.00
Carol Sneed	\$ 3,820.00
Jeritt Kelly	\$ 1,175.00
Deborah Shugart	\$ <u>940.00</u>
Total	\$13,725.00

ADOPTED: _____, 2014

/mem

City of Chattanooga



Resolution/Ordinance Request Form

Date Prepared: 05/14/14

Preparer: Carla Johnson

Department: 'Youth & Family Development

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

Authorization for the Administrator of the Department of Youth and Family Development to enter into School Bus Contract Agreements with the below listed school bus drivers to drive participants of various recreation centers on field trips for a total amount of Thirteen Thousand Seven Hundred Twenty Five and No/100 (\$13,725.00) for June 2014:
 Philip Buttram - \$3,850.00; Jimmy Sneed - \$3,940.00; Carol Sneed - \$3,820.00; Jeritt Kelly - \$1,175.00;
 and Deborah Shugart - \$940.00

Name of Vendor/Contractor/Grant, etc.	<u>Various</u>	New Contract/Project? (Yes or No)	<u>Yes</u>
Total project cost \$	<u>13,725.00</u>	Funds Budgeted? (YES or NO)	<u>Yes</u>
Total City of Chattanooga Portion \$	<u>13,725.00</u>	Provide Fund	<u>1100</u>
City Amount Funded \$	<u>13,725.00</u>	Provide Cost Center	<u>N10202</u>
New City Funding Required \$	<u>No</u>	Proposed Funding Source if not budgeted	_____
City's Match Percentage %	_____	Grant Period (if applicable)	_____

List all other funding sources and amount for each contributor.

<u>Amount(s)</u>	<u>Grantor(s)</u>
\$ _____	_____
\$ _____	_____
\$ _____	_____

Agency Grant Number _____

CFDA Number if known _____

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

Summer Kidz Kamp held at various community centers

Approved by: 
 DESIGNATED OFFICIAL/ADMINISTRATOR

Reviewed by: FINANCE OFFICE

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

Revised: October, 2011

**Youth & Family Development
School Bus Contract Agreement**

Facility: Avondale, Brainerd, Carver, Glenwood, Patton, North Chattanooga, Shepherd, South Chattanooga, Tyner East Brainerd.

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 Summer Field Trips.

DATE	CENTER	FEE
6/13/2014	Shepherd	\$250.00
6/13/2014	Carver	\$250.00
6/13/2014	Avondale	\$250.00
6/13/2014	North Chattanooga	\$250.00
6/13/2014	South Chattanooga	\$250.00
6/13/2014	Patton	\$250.00
6/16/2014	Avondale	\$235.00
6/16/2014	South Chattanooga	\$235.00
6/16/2014	Glenwood	\$235.00
6/16/2014	North Chattanooga	\$235.00
6/16/2014	Patton	\$235.00
6/19/2014	Shepherd	\$235.00
6/19/2014	Tyner	\$235.00
6/23/2014	Glenwood	\$235.00
6/23/2014	Avondale	\$235.00
6/23/2014	Patton	\$235.00
	TOTAL AMOUNT	\$3,850.00

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 agreement.

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.

DATE: May 12, 2014

Driver Signature: Philip Buttram

Program Coordinator: Kim L. Battle

Director of Recreation: Greta Hayes

The image shows two handwritten signatures in blue ink. The first signature is for Philip Buttram, written in a cursive style. The second signature is for Kim L. Battle, also in cursive. The signatures are positioned to the right of their respective printed names.

**Youth & Family Development
School Bus Contract Agreement**

Facility: Carver, Glenwood, Patton, North Chattanooga, Shepherd, South Chattanooga, Tyner/E. Brainerd, Brainerd and Avondale.

Name: (First) Jimmy (M) R. (Last) Sneed
 Phone: 423- 240-3484
 Address: 1817 E. Crabtree Road, Hixson, TN 37343

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

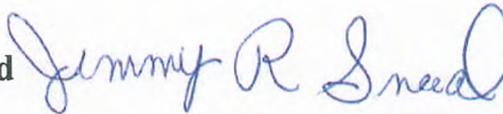
1. Agency agrees to hire bus driver as independent contractor to drive the following centers to Summer Field Trips.

DATE	CENTER	FEE
6/12/2014	Shepherd	\$235.00
6/12/2014	Tyner	\$250.00
6/12/2014	Glenwood	\$235.00
6/19/2014	Shepherd	\$235.00
6/19/2014	Patton	\$235.00
6/19/2014	South Chattanooga	\$235.00
6/20/2014	Carver	\$400.00
6/20/2014	Patton	\$235.00
6/20/2014	Shepherd	\$235.00
6/20/2014	Tyner	\$235.00
6/26/2014	North Chattanooga	\$235.00
6/26/2014	Brainerd	\$235.00
6/26/2014	Shepherd	\$235.00
6/27/2014	Avondale	\$235.00
6/27/2014	Glenwood	\$235.00
6/27/2014	South Chattanooga	\$235.00
	TOTAL AMOUNT	\$3,940.00

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 agreement.
3. Agency agrees to uphold the limit of the maximum number of youth per trip. Agency reserves the right to cancel each trip which does not have the specified. Minimum number of 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.

DATE: May 12, 2014

Driver Signature: Jim Sneed



Program Coordinator: Kim L. Battle



Director of Recreation: Greta Hayes

**Youth & Family Development
School Bus Contract Agreement**

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

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 Summer Field Trips.

DATE	CENTER	FEE
6/2/2014	Patton	\$235.00
6/2/2014	South Chattanooga	\$235.00
6/2/2014	Glenwood	\$235.00
6/5/2014	Shepherd	\$235.00
6/9//2014	North Chattanooga	\$235.00
6/9/2014	Patton	\$235.00
6/9/2014	Glenwood	\$235.00
6/9/2014	Avondale	\$235.00
6/9/2014	Carver	\$235.00
6/9/2014	Tyner E. Brainerd	\$235.00
6/9/2014	Shepherd	\$235.00
6/9/2014	Brainerd	\$235.00
6/13/2014	Brainerd	\$250.00
6/13/2014	Shepherd	\$250.00
6/13/2014	Tyner E. Brainerd	\$250.00
6/13/2014	Glenwood	\$250.00
	TOTAL AMOUNT	\$3,820.00

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 agreement.

3. Agency agrees to uphold the limit of the maximum number of youth per trip. Agency reserves the right to cancel each trip which does not have the specified. Minimum number of 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 community centers to approved field trips.

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.

DATE: May 12, 2014

Driver Signature: Carol Sneed



Program Coordinator: Kim L. Battle



Director of Recreation: Greta Hayes

**Youth & Family Development
School Bus Contract Agreement**

Facility: Avondale, Brainerd, Carver, Glenwood, Patton, North Chattanooga Shepherd,
South Chattanooga, Tyner East Brainerd

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 Summer Field Trips.

DATE	CENTER	FEE
6/23/2014	North Chattanooga	\$235.00
6/23/2014	Brainerd	\$235.00
6/23/2014	Shepherd	\$235.00
6/23/2014	Carver	\$235.00
6/23/2014	Tyner E. Brainerd	\$235.00
7/7/2014	Patton	\$235.00
7/7/2014	Avondale	\$235.00
7/7/2014	South Chattanooga	\$235.00
7/7/2014	Glenwood	\$235.00
7/7/2014	North Chattanooga	\$235.00
7/10/2014	Shepherd	\$235.00
7/10/2014	Tyner East Brainerd	\$235.00
7/14/2013	North Chattanooga	\$235.00
7/14/2013	Patton	\$235.00
7/14/2014	Glenwood	\$235.00
7/14/2014	Avondale	\$235.00
	TOTAL AMOUNT	\$3,760.00

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 agreement.

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

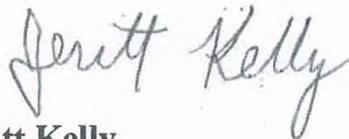
6. The driver and agency agree that if any of the stipulations herein stated are breached by the driver, the agency reserves the right to begin appropriate action which could result in complete and final termination of this contract agreement. If this agreement contains any element contrary to departmental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

DATE: May 12, 2014



Driver Signature: Jeritt Kelly

Program Coordinator: Kim L. Battle 

Director of Recreation: Greta Hayes

**Youth and Family Development
School Bus Contract Agreement**

Facility: Avondale, Brainerd, Carver, Glenwood, North Chattanooga, Shepherd, South Chattanooga, Tyner/E. Brainerd, and Patton

Name: (First) Deborah (M) L. (Last) Shugart
Address: 11639 Ed Ware Road, Apison, TN 37302

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 Summer Field Trips.

DATE	CENTER	FEE
6/12/2014	Avondale	\$235.00
6/12/2014	North Chattanooga	\$235.00
6/12/2014	Brainerd	\$235.00
6/12/2014	Carver	\$235.00
7/10/2014	Avondale	\$235.00
7/10/2014	North Chattanooga	\$235.00
7/10/2014	Brainerd	\$235.00
7/11/2014	Tyner E. Brainerd	\$235.00
7/11/2014	Patton	\$235.00
7/11/2014	Shepherd	\$235.00
7/18/2014	Avondale	\$325.00
7/18/2014	North Chattanooga	\$300.00
7/25/2014	Brainerd	\$300.00
7/25/2014	Tyner E. Brainerd	\$275.00
7/25/2014	Patton	\$300.00
	TOTAL AMOUNT	\$3,850.00

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 agreement.
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: Deborah Shugart

Deborah L Shugart

Program Coordinator: Kim L. Battle

Kim L Battle

Director of Recreation: Greta Hayes