

Board of Commissioners
Agenda Item Transmittal Form
Procurement/Contract Transmittal Form



Type of Contract: Multi Year		CC Use Only Contract #:
Submission Information:		Vendor Information:
Contact Name: Christine Carney, Director of Parks and Recreation Department: Parks & Recreation Project Title: Line Dance Instructor Budgeted: Yes Funding Account Number: 100-6120-523850-61 Contract Amount: \$12,000 Contract Type: Services Contract Action: New Original Contract Number:		Vendor Name: Sierra B. Skipper Address: 3790 Rosemary Lane SE, Conyers, GA 30013 Email: sawyer.sierra@outlook.com Phone #: 770-289-8533 Contact: Sierra Skipper Term of Contract: 1 year term with three options to renew; 75/25 split
Notes and Comments: Parks and Recreation is requesting approval to contract with Sierra Skipper, line dance instructor, in providing high-energy, inclusive and fun line dancing classes to the community. The classes are designed to bring attendees to learn a variety of line dances. Classes will be held at Johnson Park Recreation Center and during specialty events (when needed). Ms. Skipper has been instructing for the past two years within metro Atlanta.		

2026-403

AGREEMENT FOR PROVIDING CONTRACTED SERVICES

This Agreement entered into on _____, 2026 between ROCKDALE COUNTY, GEORGIA, a political subdivision of the State of Georgia, hereinafter referred to as the "County", and SIERRA B. SKIPPER, whose address is 3790 Rosemary Lane, SE, Conyers, GA 30013, hereinafter referred to as "Contractor" or "Instructor".

WHEREAS, the County desires to engage the services of Contractor to provide **Line Dancing Classes at Johnson Park Recreation Center and during speciality events (when needed)** and other park locations in conjunction with Rockdale County's Department of Parks and Recreation; and

WHEREAS, Contractor is qualified to perform this service and desires to render this service to the County as provided herein.

NOW THEREFORE, the County engages in the services of Contractor for and in consideration of the mutual promises contained in this Agreement and the parties agree as follows:

1.

Contractor shall serve as an instructor for **Line Dancing Classes at Johnson Park Recreation Center and during speciality events (when needed)** and other park locations for Rockdale County. Contractor shall perform said services within the parameters established by Rockdale County Department of Parks and Recreation. Classes will be high energy, inclusive, fun and participants will learn a variety of line dances.

Contractor will provide classes in sessions of up to eight (8) weeks, Fridays, Saturdays, and Sundays for \$12 per session for participants ages 16 and over. The drop-in fee for participants who are not registered is \$10.

2.

The fees paid by participants for the **Line Dancing Classes at Johnson Park Recreation Center and during speciality events (when needed)** and other park locations in which the Contractor provides the instruction shall be paid to the County. The County shall pay the Contractor a sum equal to **75%** of registration fees paid by participants enrolled in **Line Dancing Classes at Johnson Park Recreation Center and during speciality events (when needed)** and other park locations. Instructor shall verify monthly attendance roster and submit any payment discrepancies within sixty (60) days of payment date. Payments will be made according to the accounts payable schedule maintained by the Finance Department. The Contractor and the

Recreation Operations Manager will establish a fee schedule for the program offered in conjunction with the **Line Dancing Classes at Johnson Park Recreation Center and during speciality events (when needed)** and other park locations for the County.

3.

The Contractor is responsible for paying transportation expenses in connection with the services performed under this Agreement.

4.

All services rendered hereunder will be performed by the Contractor or their employees or subcontractors. All personnel engaged in work by the Contractor shall be firmly qualified and shall be authorized and permitted under applicable state and local laws to perform such services as shall the Contractor. Services governed by this Agreement shall not be transferred, assigned or subcontracted by the Contractor without prior written consent of the County.

5.

Contractor acknowledges that they will be working as a contractor of the County and that said relationship between Contractor and the County can be severed at any time. Contractor acknowledges that they are an independent contractor with the County and consequently Contractor shall be responsible for the procurement of their own health, liability and worker's compensation insurance policies while working as a contractor.

In addition, Contractor shall be responsible for contributing payments for, as provided by law, all FICA, withholding and all other taxes, to the proper agencies of the United States and State of Georgia in connection with the compensation provided by the County in conjunction with the services rendered pursuant to the terms and conditions of this Agreement.

6.

In the event either party elects to terminate this Agreement for whatever reason deemed appropriate, the party terminating this Agreement shall provide thirty (30) days written notice to the other party of the termination. Upon such termination, Contractor shall be entitled to collect only the outstanding fees incurred based upon the work completed as of the day of termination. In the event of termination, Contractor shall submit a final billing through the date of termination and if accepted by the County, payment shall be made within thirty (30) days of receipt thereof.

7.

This Agreement is effective _____, **2026** and shall continue until **December 31, 2026** unless terminated as provided in Section 6 of this Agreement. This contract has the option to renew for two (2) twelve-month periods, renewable each year.

8.

This Agreement shall be construed and interpreted according to the provisions of the laws of the State of Georgia.

9.

In addition to its agreement to obtain and maintain insurance through the course of this agreement and as set forth herein, the Contractor agrees to indemnify and hold harmless the County, its officers, agents, and employees, from any and all claims against the County, its officers, agents and employees, which arise out of any act or omission of the Contractor or any of the Contractor's officers, agents and/or employees, and any and all claims which result from any condition created or maintained by the Contractor or anyone employed by the Contractor or any of their officers, agents or employees, which condition does not specify to be created or maintained by this Agreement.

Failure of the County to demand such certificate or other evidence of full compliance with these insurance requirements or failure of the County to identify a deficiency from evidence provided will not be construed as a waiver of the Contractor's obligation to maintain such coverage. Contractor understands and agrees that the purchase of insurance in no way limits the liability of the Contractor.

10.

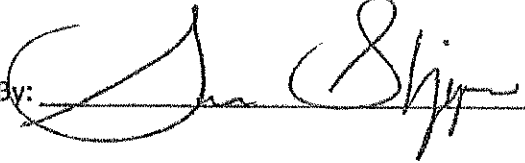
Each party hereby agrees to indemnify and hold harmless the other party from any form of action, lawsuit or claim brought by or on behalf of the indemnifying party's employees, agents or invitees and related in any way to Product/Equipment/Services supplied by Contractor under this Agreement. Each party expressly agrees that the obligation of indemnity under this Paragraph extends to an action, lawsuit or claim alleging negligence of the indemnitee.

This Agreement shall and does encompass the entire understanding between the parties.

~SIGNATURE SECTION FOLLOWS ON NEXT PAGE~

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals on the date and year first above written.

SIERRA B. SKIPPER

By: 

ROCKDALE COUNTY, GEORGIA

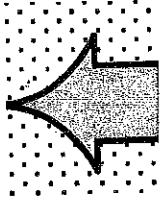
By: _____
JaNice Van Ness, Chair & CEO

Attest:

Jennifer O. Rutledge, Director/
County Clerk

Approved as to form:

M. Qader A. Balg, County Attorney



**Affidavit Verifying Statement
for County Public Benefit Application**

By executing this affidavit under oath, as an applicant for the award of benefits with Rego State County (hereinafter referred to as the "County"), I am certifying that I am applying for benefits as an individual, partnership, or other private entity, and that the following is a true and correct statement of my status as required by O.C.G.A. Section 43-26-11.

1) ☒ I am a United States citizen.

OR

2) I am a legal permanent resident of the United States, as evidenced by a valid permanent resident card issued by the United States Citizenship and Immigration Services, or a valid permanent resident card issued by the United States Citizenship and Immigration Services, or a valid permanent resident card issued by the United States Citizenship and Immigration Services.

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false statement, or furnishes false information, or representation, or omits material information, is guilty of a violation of O.C.G.A. Section 16-10-20 of the Official Code of Georgia.


Signature of Applicant

6/4/21
Date


Printed Name

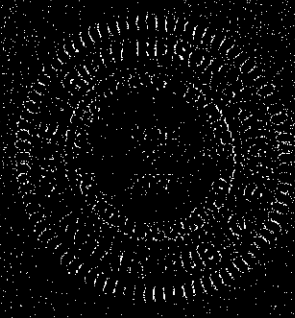
After Registration Number for non-citizens

SUBSCRIBED AND SWORN
BEFORE ME ON THIS 11TH

DAY OF May, 2021


Notary Public

My commission expires June 22, 2021



Note: O.C.G.A. 46-26-10(2) requires that the applicant provide a valid Social Security Number (SSN) or a valid Individual Taxpayer Identification Number (ITIN) to the County. If the applicant is a non-citizen, they must also provide their alien registration number to the County. If the applicant is a non-citizen and does not have an alien registration number, they must provide a valid passport number to the County.