

Contract Between

Van Buren County School System  
And  
UCHRA-Van Buren County Head Start

Vehicle Maintenance Services (Contractor) and the UCHRA Van Buren Head Start Program (Agency) hereby enter into a Contact Agreement, this 1<sup>st</sup> day of July 2024 for services to be provided to the Head Start Program for a term of (12) twelve months and terminating June 30, 2025.

This agreement is for the upkeep/maintenance and repair work of the Van Buren Head Start; buses (4), vans (3), and SUVs (1). The Contractor will receive (\$4800) four thousand eight hundred dollars, per year, and is subject to the following conditions:

A. The Contractor Agrees:

1. To maintain fluid changes and all other maintenance work to the Agencies (4) four buses, (3) three vans, and (1) one SUV.
2. To inspect all Agency vehicles monthly for maintenance needs.
3. To be responsible for all repairs of the Agency vehicles.
4. To provide invoices of all purchased items within one (1) week of purchase date to the UCHRA-Van Buren County Head Start.

B. The Agency Agrees:

1. To reimburse claims made by the Contractor, upon receipt of invoice of items purchased.
2. To maintain an account to be billed to the Agency with NAPA Auto Parts Store for the purchase of all required parts and materials needed by Contractor to maintain upkeep of Agency vehicles.
3. To pay Contractor in either;
  - a. (10) ten monthly payments (\$480) four hundred eighty dollars, with the first payment starting August and each month thereafter until May (or)
  - b. At the end of the school term (in May) for the full amount of (\$4800) four thousand eight hundred dollars

*Confidentiality:*

Both the Contractor and the UCHRA Van Buren County Head Start Program shall follow the requirements outlined in the Family Education Right to Privacy Act (FERPA).

*This contract may be terminated by either party by giving written notice to the other at least fifteen (15) days before the effective date of termination. In the event, the Contractor shall be entitled to receive just and equitable compensation for any satisfactory and authorized meals served as of the termination date.*

