



KINGSPORT POLICE DEPARTMENT

MEMORANDUM

TO: Nikisha Eichmann, Asst. Procurement Manager

FROM: Commander Sean E. Chambers

RE: School Crossing Guard Services

DATE: April 9, 2024

This memo is to inform you of our desire to continue using Cross Safe for school crossing guard services for the upcoming 2024-2025 school year. Cross Safe has made a request for a price increase to address cost of living expenses. This increase is 3.72% and both the Kingsport Police Department and the Kingsport City School system are agreeable to this nominal increase. This increase will be managed within our proposed FY 25 budget. Since this is a shared endeavor between the Kingsport Police Department and the Kingsport City school system, the MOU between the school system and the police department will be amended to reflect any change involving the shared cost and/or the amount of reimbursement.