

**REQUEST FOR PROPOSALS
FOR
PUPIL TRANSPORTATION SERVICES**

TROY SCHOOL DISTRICT

RFP No. 9595

TROY SCHOOL DISTRICT

Attention: Frank E. Lams

1140 Rankin

Troy, MI 48083

Telephone: (248) 823-4052

Fax: (248) 823-4077

E-mail: flams2@troy.k12.mi.us

It is the policy of the District to not release Requests for Proposals in a changeable format (i.e. Word or Excel files). Accordingly, neither this RFP nor subsequent amendments, if any, nor any Responses to Questions will be released in other than hard copy or .pdf format. Exception to this policy will be made for the pricing sheets included as Attachment H to this RFP.

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I. OVERVIEW

1.1. SUBMISSION DEADLINE AND REQUIREMENTS

The date and time for receipt of Proposals is:

March 26, 2009 at 3 p.m. EST

- 1.1.1. Proposal Envelope:** An opaque envelope containing your Proposal must be marked in the lower left hand corner as follows:

SEALED PROPOSAL ENCLOSED
PUPIL TRANSPORTATION SERVICES
TROY SCHOOL DISTRICT
RFP No. 9595
[Proposer's Name]
[Proposer's Address]
[Proposer's Telephone Number]

The envelope must also be addressed and delivered as follows:

TROY SCHOOL DISTRICT
Attention: Frank E. Lams
1140 Rankin
Troy, MI 48083

- 1.1.2. Late Proposals:** Each Proposer is responsible for submission of its Proposal. Proposals or Proposal revisions received after the date and time specified above will not be accepted or considered. The School District is not liable for any delivery or postal delays.
- 1.1.3 Returned Proposals:** All Proposals received after the date and time specified above will be returned to the Proposer unopened.
- 1.1.4 Signed Original Proposal:** Each Proposal must be an original and hard copy, and signed by an authorized member of the Proposer's firm. This member should be the highest-ranking officer at the local level. NO FAX or E-MAILED Proposals will be accepted. Each Proposal must be submitted on the Proposal Forms attached to this RFP.
- 1.1.5 Copies of Proposal:** The Proposer shall also submit with the signed original of its Proposal six (6) complete copies of the signed original of the Proposal.
- 1.1.6 Opening of Proposals:** At the specified location, date and time stated above, all submitted Proposals shall be publicly opened and dated. Any interested parties may attend. No immediate decision will be rendered.

- 1.1.7 E-Mail Clarifications:** The School District intends to communicate with Proposers via e-mail (e.g., RFP clarifications and addenda). Except for the Proposal itself, references in this RFP to “written” form of communications include e-mail.
- 1.1.8 Intent to Respond:** Each Proposer who intends to submit a Proposal in response to the Request for Proposals (“RFP”) shall submit an “Intent To Respond” via e-mail to Frank E. Lams on or before **March 10, 2009**. The Intent to Respond shall include the name of the Proposer, the name of a contact person and that person’s e-mail address.
- 1.1.9 Additional Requests For Clarification:** Prospective Proposers may request that the School District clarify information contained in this RFP. All such requests must be made in writing. The School District will provide a written response to all written requests for clarification within five (5) business days after the receipt of such request. The School District will not respond to any request for clarifications received after 12 noon on **March 13, 2009**. The response to any request for clarification will be provided to all parties that filed an Intent To Respond with the School District or attended the Mandatory Pre-Proposal Meeting. Requests for clarification and inquiries may be made via either mail, facsimile or electronic mail. All requests for clarification or inquiries must be directed to Frank E. Lams as follows:

TROY SCHOOL DISTRICT
Attention: Frank E. Lams
1140 Rankin
Troy, MI 48083
Phone: (248) 823-4052
Fax: (248) 823-4077
E-mail:flams2@troy.k12.mi.us

- 1.1.10 Restrictions On Communication:** From the issue date of the RFP until a Contractor is selected and selection announced, a prospective Proposer shall not communicate about the subject of the RFP or a Proposer’s Proposal with the School District, its Board of Education, or any individual member, administrator, faculty, staff, students, or employees, except for site/fleet inspections, or additional Requests for Clarification in accordance with Paragraph 1.1.9 above.
- 1.1.11 Addenda to the RFP:** If it becomes necessary to revise any part of the RFP, notice of the revision will be e-mailed in the form of an addendum to all parties that filed an Intent To Respond with the District or attended the Mandatory Pre-Bid Meeting. All addenda shall become a part of the RFP. Each Proposer must in its Proposal, to avoid any miscommunication, acknowledge all addenda which it has received, but the failure of a Proposer to receive, or acknowledge receipt of, any addendum shall not relieve the Proposer of the responsibility for complying with the terms thereof.

1.1.12 RFP/Proposal Information Controlling: The School District intends that all Proposers shall have equal access to information relative to the RFP, and that the RFP contains adequate information. Part of the RFP preparation included discussions with certain prospective Proposers; however, each Proposer shall prepare its Proposal based only on the information contained in this RFP, notwithstanding any information that may have been previously provided to a prospective Proposer. A prospective Proposer noting any inconsistency between the information contained in the RFP and any information previously provided to it should submit a Request For Clarification (refer to Paragraph 1.1.9 above). No information communicated, either verbally or in writing, to or from a Proposer shall be effective unless confirmed by written communication contained in this RFP, an addendum to this RFP, a Request For Clarification or other written response thereto, or in the Proposal.

1.1.13 Good Faith Deposit: Each Proposal must be accompanied by a bid bond or certified check in an amount of 5% of the first year's total cost of the Contract, as a guarantee of Proposer's good faith on the part of the Proposer. If a bid bond is posted by a Proposer, it shall be from a surety licensed to do business in the State of Michigan and the attorney-in-fact who executes the bid bond on behalf of the Proposer shall attach a certified, current copy of its power of attorney. In the event a certified check is submitted, it shall be made payable to "Troy School District." The School District shall not be liable for any interest earned thereon. The good faith deposit shall be forfeited as liquidated damages, and not a penalty, if the Proposer withdraws its Proposal after the due date for submission of Proposals or, upon acceptance of its Proposal by the School District, Proposer fails to execute the form of Contract and provide insurance and bonds acceptable to the School District, substantially evidencing and incorporating this RFP and its Proposal, within fifteen (15) days of an award of a Contract to the Proposer. Good faith deposits shall be returned to all Proposers within a reasonable time after the award of a Contract and execution of a Contract by the successful Contractor.

1.1.14 Finality of Decision: Any decision made by a School District, including the Contractor selection, shall be final.

1.1.15 Reservation of Rights: The School District reserves the right, in its sole discretion (for this provision and all other provisions contained in this RFP), to accept or reject, in whole or in part, any or all Proposals with or without cause. The School District further reserves the right to waive any irregularity or informality in the RFP process or any Proposal, and the right to award the Contract to other than the Proposer(s) submitting the best financial Proposal (low bidder). The School District reserves the right to request additional information from any or all Proposers. The School District reserves the right to negotiate with the Proposers concerning their Proposals.

1.1.16 Release of Claims: Each Proposer by submitting its Proposal releases the School District from any and all claims arising out of, and related to, the RFP process and selection of a Contractor.

1.1.17 Proposer Bears Proposal Costs: A recipient of this RFP is responsible for any and all costs incurred by it or others acting on its behalf in preparing or submitting a Proposal, or otherwise responding to this RFP, or any negotiations incidental to its Proposal or this RFP.

1.1.18 Irrevocability of Proposals: All Proposals submitted shall not be withdrawn and shall be irrevocable for a minimum period of ninety (90) calendar days following the date and time for receipt of Proposals set forth above.

1.1.19 Collusive Bidding: The Proposer certifies that their Proposal is made without any previous understanding, agreement or connection with any person, firm or corporation making a Proposal for the same project and is in all respects fair, without outside control, collusion, fraud or otherwise illegal action.

1.2. SCHOOL DISTRICT PROFILE AND OVERVIEW

This RFP contemplates and is intended to procure Pupil Transportation Services under the form of contract included in this RFP for Troy School District (the “School District”). The School District is located in the City of Troy, in the County of Oakland. Please refer to the accompanying information and attachments for demographic profiles of the School District and requisite operational information relative to the School District’s current Transportation Services.

***PLEASE SEE DETAILED INFORMATION FROM THE SCHOOL DISTRICT EVIDENCING THEIR CURRENT PUPIL TRANSPORTATION SERVICES ATTACHED HERETO.**

OVERVIEW OF TROY SCHOOL DISTRICT

◆ Schools

- Elementary12
- Middle4
- High School2
- Alternative High Schools/Vocational Schools.....4

◆ Students/Staff

- 2008/2009 Enrollment12,160
- Students Transported Daily7,559
- Project increase/decrease in future enrollment+/- 50

◆ Operating Budgets	
– District -	\$144,726,219
– Transportation -	\$4,406,574
◆ Bond Issues In Progress	1
◆ Vehicular Assets	
– Buses	92
– Support Vehicles	1
◆ Routing Software	VersaTran
◆ GPS System	N/A
◆ Video Surveillance System.....	Only on some buses
◆ Mileage Data	
– General Education	447,856 miles
– Special Education.....	406,406 miles
– Extra-Curricular/Field Trips	21,500 miles
– Summer Routes.....	21,666 miles
◆ Number of Drivers	71 (plus 8 substitutes on site daily)
◆ Number of Bus Aides.....	7
◆ Daily Routes Run.....	71
◆ Mid-Day Routes.....	24
◆ Shuttles.....	25
◆ Transportation For Non-public school students.....	12

1.3. **OBJECTIVE OF RFP**

The objective of this RFP is to offer experienced professional transportation management companies the opportunity to present a thoroughly detailed Proposal of their expertise and qualifications to the School District. The Proposal will detail the Proposer's experience and expertise in assisting school districts of similar size and scope as the School District with their student transportation outsourcing process.

This RFP specifically requests that all Proposers present their **qualifications** and **experience** in pupil transportation management (please see Proposal Requirements and Proposal Format).

The School District will select the Proposal, if any, that it deems most qualified to serve the best interests of the School District, in its sole discretion.

1.4. PURPOSE

The purpose of this RFP is to establish a contractual relationship with an experienced and qualified pupil transportation management company to provide complete transportation and maintenance services to the School District in the most efficient and cost-effective manner possible while, at the same time, maintaining the highest level of safety and reliability. The School District may select one or more experienced and qualified pupil transportation management company(ies) to proceed with the negotiation process from those submitting Proposals. The process will include the review and evaluation of methods and procedures used to provide transportation of students within the scope of this RFP. Past experience will also be judged by the references of each Proposer. Staffing and experience with implementing and operating computerized routing software shall be included in the Proposer's qualifications. A major portion of the negotiations will include the financial terms of the Contract. Proposers should be prepared to make a presentation to a committee of the School District, not to be more than one hour in length (time for questions and answers will be addressed within that one hour time period).

1.5. TERM OF CONTRACT

The term of the Contract shall be for three (3) years with the School District having the option to renew the Contract, in its sole and absolute discretion, on a yearly basis, for up to three (3) additional years.

1.6. SELECTION TIMELINE

The School District's anticipated timeline for its selection process is:

Issuance of this RFP	February 26, 2009
Mandatory Pre-Proposal Conference 9:30 AM at 4400 Livernois, Troy, MI 48098.	March 5, 2009
Deadline for written Intent To Respond	March 10, 2009
Deadline for written Requests For Clarifications	March 13, 2009
Deadline for Proposals	3 p.m., March 26, 2009

Proposer interviews and presentations
to the School District

Week of March 30, 2009

School District's award of Contract

April 21, 2009

Implementation of Contract

July 1, 2009

PLEASE NOTE: The School District reserves the right, in its sole discretion, to change any or all portions of the above-identified selection timeline as it determines to be in its best interest.

1.7. SCOPE OF SERVICES

The successful Proposer (hereinafter also referred to as the "Contractor") shall provide services for:

- 1.7.1** Safe and reliable, on-time delivery of general education and special education students to and from school on a daily basis within School District defined parameters.
- 1.7.2** Efficient routing of all regular education, special education and other transportation needs of the School District, including but not limited to extra-curricular routes and field trips, as outlined in the Contract. The Contractor may alter any of the existing routes of the School District, so long as all routes conform to all federal and state laws, as well as policies of the School District and all routes are approved by the School District prior to implementation. The School District will retain a transportation liaison in order to facilitate administration of the Contract and communication between the School District and the Contractor.
- 1.7.3** Maintenance of the buses and transportation fleet. The Contractor will utilize certified mechanics to maintain the buses and transportation fleet of the School District.
- 1.7.4** The operation of the transportation maintenance facility, including any and all utilities supplied to the facility. It is contemplated by this RFP that the School District's maintenance facility will be available for the Contractor to lease for the term of the Contract under the form of Lease attached to this RFP. It is intended that the maintenance facility will be maintained by the Contractor to provide all maintenance for the fleet, as well as general fleet storage. The Contractor shall be responsible for all maintenance, grounds, operating costs, utilities, janitorial, and non-capital expenditures reasonably required by any such facility, as well as the Contractors, if any. The District will be responsible only for capital expenditures.
- 1.7.5** The selection, evaluation, training, compensation, and retention of transportation employees, including all necessary drivers, bus aides and management and clerical personnel.

- 1.7.6 Student discipline in cooperation with the School District, and as mandated by, School District Policy, as the same may be amended from time to time by the Board of Education of the School District.
- 1.7.7 Effective communication with the School District including, but not limited to, the School District administration and Board of Education, bus drivers, bus aides, mechanics, transportation secretaries and with parents, students and the community.
- 1.7.8 Continuous analysis of the transportation operations of the School District in order to effectively manage costs, while maintaining service levels in accordance with School District policy and safety protocol. The Contract shall identify and implement operational efficiencies that will lead to cost reductions in the School District's Transportation Services.

1.8. **PROPOSAL REQUIREMENTS**

This outlines the information that must be provided by the Proposer and the required format for the Proposal. Any Proposal not providing the required information, or not conforming to the format specified, may be disqualified. Please refer also to Sections 1.1, 5.1 and 5.2 of the RFP for additional Proposal requirements.

Proposals must demonstrate an understanding of the scope of work and the ability to accomplish the tasks set forth herein and must include information that will enable the School District to determine the Proposer's overall qualifications. Each Proposal shall also include any other information that the Proposer feels is significant with respect to the School District making an informed decision relative to the Proposal.

Any exceptions to the terms and conditions contained in this RFP or any other special considerations or conditions requested or required by the Proposer **MUST** be specifically enumerated by the Proposer and be submitted as part of its Proposal, together with an explanation as to the reason such terms and conditions cannot be met. Each Proposer shall be required and expected to meet the RFP requirements in their entirety, except to the extent exceptions are expressly noted in its Proposal. All Pricing factors must be clearly indicated in the Proposer's Proposal Forms provided as part of its Proposal.

Each Proposer shall submit its Proposal for a three (3) year term. Each Proposal shall include a transition plan/implementation schedule. Each Proposal must be submitted on the Proposal Forms attached to this RFP.

Attached to this RFP is a form of contract under which the Transportation Services and Maintenance Services requested hereunder shall be provided by the successful Proposer (the "Contract") (See Section 3.1 of this RFP). Should the successful Proposer elect to lease the maintenance facilities of the School District in order to provide the transportation and maintenance services requested hereunder, attached is a form of lease for these facilities (the "Lease") (See Section 3.1 of this RFP). The Contract and Lease contain many details relative to the Transportation Services of the School District, the

terms and conditions under which the transportation and maintenance services shall be provided by the Contractor, and should be reviewed carefully by each Proposer prior to submitting a Proposal. Any exceptions to the terms and conditions contained in the Contract or Lease, or any other special considerations or conditions requested or required by the Proposer relative to the Contract or Lease shall be enumerated by the Proposer and be submitted as part of its Proposal, together with an explanation as to the reason such terms and conditions cannot be met or other special conditions or considerations.

1.9. PROPOSAL FORMAT

- 1.9.1** Proposers must provide information, which will serve as an introduction of your company on business letterhead.
- 1.9.2** Proposers must provide background and qualifications of the personnel who will be involved with the School District. Describe the chain of command and reporting relationships. Include a proposed organization chart. This organization chart must reference where a School District liaison would be placed.
- 1.9.3** Exceptions, including explanations, to the RFP, the Contract or the Lease.
- 1.9.4** Proposers must provide detailed evidence that they are currently providing pupil transportation management services for other K-12 school districts. This should include school districts of similar size and scope as the School District.
- 1.9.5** Describe any other similar public K-12 school districts in which your company has contracted to provide pupil transportation management services.
- 1.9.6** Proposers must provide detailed evidence of on-site, in district state-of-the-art computerized routing management experience and staffing that includes all facets of pupil transportation management and routing, and boundary planning.
- 1.9.7** Proposers must show evidence of successfully implementing and maintaining contemporary computer routing software programs. Include a description of qualifications for “in-house” staff dedicated to this critical area.
- 1.9.8** Proposers must provide evidence of resources available for research and development needed to keep abreast of the changing technologies in pupil transportation management.
- 1.9.9** Proposers must fully describe, and provide evidence and scope of, their formalized in-service training and educational programs for all employees, including staff, drivers and mechanics.
- 1.9.10** Technical capability – Proposers must provide evidence of all aspects of their transportation management capabilities. These should include human resources services, computer systems and capabilities, training programs for management and non-management personnel.

- 1.9.11** Proposers must provide a Bid Bond in the amount equal to 5% of the 1st year total amount of the Contract.
- 1.9.12** Proposers shall provide evidence of ability to provide adequate insurance coverage to protect the interests of themselves and the School District. Proposer must provide evidence of insurance in the amount of \$10,000,000.00.
- 1.9.13** Proposers shall provide documentation of sufficient financial resources to provide management services for a School District of this size and complexity.
- 1.9.14** Proposers shall meet all regulatory laws, codes, and requirements of Local, State, and Federal law that apply to Michigan public school districts and transportation services, including, but not limited to, the Michigan Revised School Code (MCL 380.1 *et seq.*) and the Pupil Transportation Act (MCL 257.1801 *et seq.*).
- 1.9.15** Proposer must describe any other resources to be provided by your company, not listed above, which would result in a safe and efficient pupil transportation system.
- 1.9.16** References – Proposers must provide K-12 Public school references, including contact name, address, phone number, fleet size, and scope of services.
- 1.9.17** List all litigation or regulatory proceedings, for the past five years, within the State of Michigan, or if more than 85% of the Proposer's pupil transportation contracts are performed outside the State of Michigan, the State(s) where 85% or more of the Proposer's pupil transportation contracts are performed. These litigation and regulatory proceedings are to be limited to contract disputes and negligence actions for: (i) school districts in which the Proposer has been a party providing any type of pupil transportation services; (ii) supplies, equipment or services of the type which are the subject of the proposed Contract; (iii) non-compliance of the Proposer's supplies, equipment and services or the Proposer's working conditions and employment practices with the Occupational Safety and Health Act and other applicable state and federal requirements; or (iv) any suits whereby an employee of the Proposer was found to have mistreated pupils in any manner. Therefore, it is contemplated under this RFP that workers' compensation and unemployment proceedings are not to be deemed part of this requirement.
- 1.9.18** Proposers must include with their Proposal an audited financial report for the three (3) most recent fiscal years.
- 1.9.19** Proposers must include a schedule indicating the wages and benefits to be offered to employees of Contractor.
- 1.9.20** Proposers must submit a letter setting forth its agreement to be bound with the terms and conditions of this RFP, and the Contract (and Lease if applicable).
- 1.9.21** Proposers must complete the Proposal Forms provided herein.

1.9.22 Proposers must complete the Familial Disclosure Affidavit attached hereto as **ATTACHMENT I** and submit the same along with its Proposal.

1.10. PROOF OF QUALIFICATIONS

The School District will ensure compliance with the above by checking references listed in the Proposals, and conducting on-site visitation as deemed necessary by the School District, as well as other sources.

1.11. EMPLOYEES

It must be understood that this RFP provides for the selection of a professional company to provide pupil transportation management services, including any applicable extracurricular activity and field trip transportation, for all regular education and special education students within the School District. The Contractor shall consider all current School District transportation personnel who are interested in employment with the Contractor, but the Contractor shall be free to hire those individuals which it deems to be best qualified, in its sole discretion. However, as noted above, the School District will maintain a liaison to facilitate administration of the Contract and communication between the Contractor and the School District.

Moreover, each Proposer shall understand that the bus drivers, bus aides and mechanics of the School District work under an organized labor union agreement. These labor agreements are attached as part of the School District's operational information included with this RFP.

1.12. COMPANY'S RESPONSIBILITY

All experienced and qualified Proposers are requested to submit a Proposal based on its experience and capabilities. The School District will select the Proposer(s), if any, deemed to serve the best interests of the School District to proceed with the negotiation process. The School District, in its sole discretion, reserves the right to request post-Proposal interviews from all, some or none of the Proposers.

1.13. ORAL INTERVIEW

The School District may require qualified Proposers to participate in an oral interview and negotiation process to discuss their Proposal and to answer any questions the School District may have regarding the RFP and Proposer's Proposal. In that case, the School District will notify the Proposer's contact name as listed in its Proposal. In accordance with the RFP selection timeline, interviews will be scheduled during the week of March 30, 2009.

1.14. EVALUATION OF PROPOSALS

Each Proposer submitting a Proposal should understand that the nature of the School District's pupil transportation operation is so complex that each and every facet of the

operation may not be detailed in this RFP. The Proposer must document their expertise, experience, and approach based on their understanding of School District's requirements. The mandatory pre-Proposal meeting will give the Proposer an opportunity to ask the necessary questions regarding this RFP and the current pupil transportation operation. The Proposal must be complete, clear and concise. The following categories, not listed by rank, are the principal criteria by which Proposals will be evaluated:

- ◆ **Management Capability** as shown by detailed evidence of Proposer's expertise, experiences, and references.
- ◆ **Business Stability** checked through various sources as well as the Proposal.
- ◆ **Routing Management Capability** as shown by detailed evidence provided by the Proposer and checked through various other sources.
- ◆ **Human Resources Management** as determined by references, and by checking other sources.
- ◆ **Cost** as indicated in the Proposal and through the negotiation process.

The School District will evaluate the Proposals, based on the above criteria as well as other methods. The School District will select the Proposer that it deems most qualified to serve the interests of the School District to proceed to the negotiation process.

II. SCHOOL DISTRICT OPERATIONAL INFORMATION

This information is provided to assist the Proposer in evaluating the School District and submitting a Proposal, and should neither supplant the terms and conditions of the Contract (as described in Section 3.1 below) nor a careful review of the Contract by the Proposer.

2.1. GENERAL OPERATING INFORMATION

The School District covers approximately thirty-six (36) square miles and is located in the City of Troy, Oakland County, Michigan. As set forth in Section 1.2 above, the School District provides Daily Transportation Services for approximately 7,259 students to and from school, operating seventy-one (71) routes over 2,230 miles daily in total. Additionally, the School District operates mid-day runs and shuttles on a daily basis for its general education students. The School District operates various special education transportation routes. The School District also currently provides transportation for various extra-curricular/field trips as requested by the individual school buildings of the School District, as well as many transportation routes for the various clubs, groups and athletic teams of the School District. The School District operates its transportation services in accordance with all applicable federal, state and local laws, rules, regulations and ordinances, as well as the School District's Board of Education Policy and Procedures, which policies and procedures are attached as **ATTACHMENT A**.

To conform with the State of Michigan's instructional time requirements, the School District has 179 required student attendance days per year. The School District schedules 0 calamity days per year. During the last school year, the School District used 3 calamity days.

The School District's transportation budget for the current school year is \$4,406,574. Attached as **ATTACHMENT B** are copies of the School District's most recent transportation budget and the most recent transportation reports filed with State of Michigan agencies (SE 4094; SE 4096; SE 4107).

2.2. ROUTING

2.2.1. General Education Daily Routing: The School District operates a total of forty (40) daily transportation routes for regular education students and these routes are operated 179 days per year. See **ATTACHMENT C** for detailed routing information.

2.2.2. Special Education Daily Routing: The School District operates a total of thirty-one (31) daily transportation routes for special education students. The special education routes are generally operated 179 day per year, however some special education routes are operated longer. Most of the special education routes travel outside the School District's boundaries to transport Students to Oakland County center programs. See **ATTACHMENT C** for detailed routing information.

2.2.3. Mid-Day Routing and Shuttles: The School District operates twenty-four (24) mid-day routes. Generally, these mid-day routes are incorporated into the various buses/routes that operate the normal AM/PM routes. Of the twenty-four (24) mid-day routes, 1 is for general education and twenty-three (23) are for special education. The School District also operates twenty-five (25) daily shuttles between the high schools and alternative programs during the school year of varying frequency. See **ATTACHMENT C** for detailed routing information.

2.2.4. Full-Year and Summer Routing: The School District operates eighteen (18) daily routes during the summer for a total of 21,666 miles/summer which are separate and distinct from any special education routes that are operated during the summer/full-year. See **ATTACHMENT C** for detailed routing information.

2.2.5. Extra-Curricular/Athletic Routes: The School District provides transportation for its various school buildings, clubs, student organizations and athletic teams to and from various events, field trips and athletic contests throughout the year. During the 2008/2009 school year, the School District operated 675 field trips (during the school day) and 750 late activity/athletic trips (after normal school hours) for an approximate total of 21,500 miles/year. See **ATTACHMENT C** for detailed routing information.

2.2.6. Vocational and Other Routes: The School District operates two (2) vocational routes per year. These vocational routes are part of the regular daily transportation routes. These routes transport students to the Oakland County Intermediate School

District Technical Center programs. The School District also transports twelve (12) non-public school students daily. These non-public school students are transported on a dedicated afternoon take-home route. The School District does also minimally participate in cooperative bus transportation at this time, transporting one (1) student from another district. See **ATTACHMENT C** for detailed routing information.

2.3. SCHOOL DISTRICT TRANSPORTATION PERSONNEL

The School District employs various management, bus driver (including bus aides) and maintenance personnel necessary for the provision of its transportation operations. This personnel information is provided for the purposes of detailing the School District's current operations. These are not requirements as to how the Contractor must operate.

2.3.1. Management Personnel: The School District employs one (1) supervisor, one (1) dispatcher, one (1) router and one (1) secretary. The supervisor, dispatcher and router are not employed under a labor agreement. The secretary is employed under a labor agreement. The non-union individuals are provided the following fringe benefits: health (with Rx coverage, vision, dental, paid vacation and holidays, term life insurance, long-term disability, pension and severance. See **ATTACHMENT D** for detailed personnel information, wages, fringe benefits and applicable labor agreements.

2.3.2. Bus Driver Personnel: The School District employs seventy-one (71) bus drivers. The School District also has eight (8) substitute bus drivers on site daily. These individuals are employed under a labor agreement. These individuals, and the secretary, are provided the following fringe benefits: health (with Rx coverage), vision, dental and paid vacation. See **ATTACHMENT D** for detailed personnel information, wages, fringe benefits and applicable labor agreements.

2.3.3. Mechanic Personnel: The School District employs four (4) mechanics to service the School District's transportation fleet. These individuals are employed under a labor agreement. These individuals are provided the following fringe benefits: health (with Rx coverage), vision, dental and paid vacation. See **ATTACHMENT D** for detailed personnel information, wages, fringe benefits and applicable labor agreements.

2.4. SCHOOL DISTRICT TRANSPORTATION FLEET

2.4.1. Buses: The School District maintains and operates ninety-two (92) buses. The School District owns all of the buses. It is the intent of this RFP that the School District will retain ownership of all buses used to provide the Transportation Services, except as to buses purchased by the successful Proposers pursuant to the Contract. The School District's bus fleet ranges in age from one (1) to eight (8) years. See **ATTACHMENT E** for detailed information on each bus, including: 1) bus number; 2) year bus manufactured; 3) body make and chassis make; 4)

vehicle identification number (“VIN”); 5) current mileage; and 6) seating capacity.

2.4.2. Bus Specifications and Equipment: All buses currently used by the School District to provide the its transportation services are operated, equipped and maintained in strict compliance with all applicable federal, state and local laws, rules and regulations, including but not limited to the Michigan Pupil Transportation Act, as well as all School District Board of Education policies, procedures, rules and regulations.

2.4.2.1. Radio Communication Equipment: All buses in the School District’s fleet are equipped with two-way radio communication equipment. The successful Proposer may utilize the radio communication equipment currently installed in School District-owned buses, as well as spare equipment and the base station(s) for its on-site management personnel, at no cost. The successful Proposer shall maintain the entire radio communications system, and shall document existence of a maintenance contract annually to the School District, at its sole cost and expense. The successful Proposer may upgrade the radio communication system for the buses if it so desires, upon the prior approval of the School District. At the expiration or earlier termination of the Contract, all District-owned buses shall have radio equipment equal to that which is on those buses at the commencement of the Contract, which equipment shall be in good working order. The approximate cost to replace a bus radio is approximately \$410 installed.

2.4.2.2. Video Surveillance System: Five (5) buses in the School District’s fleet are equipped with one (1) camera infra-red color video surveillance system. Additionally, five (5) other School District buses are equipped with camera mounts so that the cameras may be switched between buses. The successful Proposer may utilize this video surveillance system currently installed in School District-owned buses, as well as spare equipment, at no cost. The successful Proposer shall maintain the entire video surveillance system, at its sole cost and expense. The successful Proposer may upgrade the video surveillance system, or may substitute this system for their own, at its sole cost and expense, upon the prior approval of the School District. At the expiration or earlier termination of the Contract, five (5) District-owned buses shall have equipment equal to that which is on those buses at the commencement of the Contract, which equipment shall be in good working order, as well has five (5) buses shall have camera mounts to enable the School District to switch cameras between buses. The approximate cost to replace a camera is \$1,295 (plus

installation) and a camera mount costs approximately \$200 installed.

2.4.3. Other Transportation Vehicles: The School District maintains one (1) other vehicle which is used for the School District's transportation operations. This vehicle is a 2003 Ford F450, with a van body, service vehicle. The School District also owns various other vehicles used by the School District for its facility maintenance, grounds, food service and central stores operations (the "White Fleet"). The School District is seeking a quote from Proposers to provide maintenance services to the White Fleet on a cost per hour for labor and parts at cost.

2.4.4. Fuel: The School District maintains a 15,000 gallon double-walled fiberglass diesel fuel storage tank. The tank was installed in August of 2008. This tank meets all Michigan Department of Environmental Quality ("MDEQ") guidelines. The School District will continue to provide and pay for fuel necessary for the School District's transportation operations. Fuel may only be used for the School District's operations. The School District currently utilizes a "card" system to track fuel usage. The School District will require the Contractor to continue to utilize this "card" system, at no cost to the Contractor.

2.5. TRANSPORTATION FACILITY

2.5.1. General Facility Information: The School District owns and operates a transportation facility located at 120 Hart Street, Troy, MI 48098 (the "Facility"). The Facility also includes a "stand alone" auxiliary building which houses the "bus wash." The Facility includes a transportation maintenance garage, bus parking area, and space for an office and driver's lounge. The School District will allow the successful Proposer to lease the Facility from the School District for \$1.00 per year in order to provide the transportation and maintenance services contemplated hereunder. The successful Proposer will be responsible for all maintenance and janitorial services relative to the Facility, however, the School District will be responsible for all capital expenses.

2.5.2. Facility Amenities and Equipment: The Facility contains the following large tools and equipment: arc welder, press, brake lathe, bus lifts and a bus wash station. The School District also has inventory of spare parts which will be available to the successful Proposer to service the transportation fleet. The Facility office has the following office equipment which would be available to the successful Proposer: facsimile machine, desk top computers, copiers and a time/attendance machine.

III. CONTRACTUAL OBLIGATIONS

3.1. FORM OF CONTRACT AND LEASE

3.1.1. Form of Contract: This is a Request For Proposals only. Proposals will be treated as offers to enter into the Contract (as defined above) with the School District. The School District and successful Proposer shall memorialize their contractual relationship and obligations using the form of Contract attached here to as **ATTACHMENT F**. The Contract contains many details relative to the transportation operations of the School District, as well as the terms and conditions under which the transportation and maintenance services shall be provided by the successful Proposer. The Contract should be reviewed carefully by each Proposer prior to submitting a Proposal. Any exceptions to the terms and conditions contained in the Contract, or any other special considerations or conditions requested or required by the Proposer relative to this RFP or the Contract shall be enumerated by the Proposer and be submitted as part of its Proposal, together with an explanation as to the reason such terms and conditions cannot be met. Following the selection of the successful Proposer by the School District, the Contract will be finalized by the parties. The final Contract shall be subject to the review and approval by the School District's legal counsel. The below sections contain information relative to selected provisions of the Contract and/or the expectations of the School District relative to the provision of the transportation and maintenance services. This information is provided to assist the Proposer in evaluating the School District and submitting a Proposal, and should neither supplant the terms and conditions of the Contract nor a careful review of the Contract by the Proposer.

3.1.2. Form of Lease: Should the successful Proposer elect to lease the School District's Facility to carry out the transportation and maintenance services contemplated by this RFP and the Contract, such arrangement shall be memorialized using the form of lease attached hereto as **ATTACHMENT G** (the "Lease"). The Lease contains the terms and conditions under which the Facility shall be leased, used and maintained by the successful Proposer. The Lease should be reviewed carefully by each Proposer prior to submitting a Proposal. Any exceptions to the terms and conditions contained in the Lease, or any other special considerations or conditions requested or required by the Proposer relative to this RFP or the Lease shall be enumerated by the Proposer and be submitted as part of its Proposal, together with an explanation as to the reason such terms and conditions cannot be met. Following the selection of the successful Proposer by the School District, the Lease will be finalized by the parties. The final Lease shall be subject to the review and approval by the School District's legal counsel. If the successful Proposer elects to lease the Facility, the successful Proposer will be required to maintain the Facility, normal wear and tear excepted. The successful Proposer shall be responsible for routine maintenance and upkeep of the Facility and grounds, Facility utilities, and building property and liability insurance. The School District will be responsible for all capital outlay costs and structural maintenance associated with the Facility. The successful Proposer shall be responsible for snow plowing at the Facility and snow removal from the buses. The successful Proposer will also be responsible for janitorial services at the Facility. The School District will allow the successful Proposer to utilize the fueling station located at the Facility. The cost of maintaining the fuel station and

the cost of the fuel will be borne by the School District, except for neglect or misuse by the successful Proposer or its employees or agents. The successful Proposer will be responsible for any environmental contamination. The School District shall lease, at no additional cost to the successful Proposer, existing large tools and special equipment. Such tools and equipment will be specified at the initiation of the Lease and will be maintained on the premises during the Lease term and returned by the successful Proposer at the conclusion of the Lease in like condition, normal wear and tear excepted. Unless approved by the School District in writing, the Facility and related equipment shall only be used for School District operations.

(NOTE: To the extent Capitalized terms are used throughout the remainder of this RFP, those terms shall have the same meaning as defined in the Contract or Lease.)

3.2. CONTRACT CHARACTERISTICS

3.2.1. Contract Start-Up and Term: The Contract shall commence as of July 1, 2009, and the initial term of the Contract shall be for three (3) years. The School District shall have the option, in its sole and absolute discretion, to renew the Contract by up to three (3) additional years on a year-to-year basis, subject to the written approval of the School District's Board of Education.

3.2.2. Performance Bond and Insurance Certificates: Within fourteen (14) days after receiving formal notification that the Contractor was awarded the Contract, the Contractor shall furnish the following to the School District:

3.2.2.1. Performance Bond: A Performance Bond in the full amount of the first year's total cost of the Contract, by a qualified surety naming the School District as an Obligee, to ensure faithful performance of all provisions of the Contract. The Surety Company shall be authorized to do business in the State of Michigan and must be approved by the School District. All sureties providing bonds must be listed in the Department of Treasury's Circular 570, entitled "Companies Holding Certificates of Authority as Acceptable Sureties on Federal Bonds and as Acceptable Reinsuring Companies" with the bond amounts less than or equal to the underwriting limitation indicated in the Circular, and/or must have an A.M. Best rating of A - or better. Bonds shall be duly executed by the Contractor, as principal, and by a surety that is licensed in the State of Michigan. If, at any time, after acceptance of the Contractor's bond, the surety fails to meet the criteria stated in this Paragraph, the Contractor must, as a precondition to continuing any services and receiving further payments, replace the bonds with bonds from a surety that meets the stated criteria. New Performance Bonds must be submitted annually to the School District unless the School District, in writing to the Contractor, opts to waive this requirement.

However, in the event that the School District deems the Contractor a limited risk, the School District may, in its sole and uncontrolled discretion, agree to not require the Contractor to provide the Performance Bond required hereunder. In that event, the School District shall receive a credit in each year where such bond is not required in the amount of the cost of said Performance Bond. The Proposer shall indicate in their Proposal the annual credit which the District would be entitled if the District chooses, in its sole discretion, to waive the requirement of a Performance Bond. The decision to require the Performance Bond rests in the sole discretion of the School District.

3.2.2.2. Insurance Certificates: An Insurance Certificate evidencing all insurance coverage required by the Contract.

3.2.2.3. Failure to Furnish Bonds and Insurance: If the Contractor refuses or fails to submit the Performance Bond and/or Insurance Certificates within the 14-day period, the School District will consider the Contractor to have abandoned all rights and interests in the Contract award. Consequently, the Bid Bond may be declared forfeited to the School District as liquidated damages, and the services may be awarded to another Contractor who submitted a Proposal in response to this RFP.

3.2.3. Services: The Contractor shall perform all of the services described below and make any arrangements that may not be described but that are necessary to perform such services.

3.2.3.1. Transportation Services: The Contractor shall provide safe, efficient and reliable, on-time transportation from home to school and school to home for general education, special needs students or those other persons eligible or authorized for transportation service on a daily basis in accordance with the School District's defined parameters and the terms and conditions of the Contract. The Contractor shall also provide safe, efficient and reliable, on-time mid-day transportation and shuttle service in accordance with the School District's defined parameters and the terms and conditions of the Contract. The Contractor shall also provide safe, efficient and reliable, on-time transportation for Students and authorized District personnel to and from those curricular and extra-curricular activities as requested by the School District, including, but not limited to, field trips, extra-curricular trips and athletic events, in accordance with the terms and conditions of the Contract.

3.2.3.2. Maintenance Services: The Contractor shall maintain all District-owned buses and Contractor-owned buses (as described in Section 3.2.6 below) serving the School District in a good and safe

mechanical and operating condition. All such buses shall be maintained in a clean and sanitary condition and shall have good interior and exterior appearance during the entire term of the Contract. The Contractor shall maintain all buses in strict accordance with all State, Federal, and any other local government minimum standards for school buses, including but not limited to, the Pupil Transportation Act, Michigan Public Act 187 of 1990, as amended, MCL 257.1801 *et seq.* (the “Pupil Transportation Act”), and such additional requirements as set forth in the Contract. The Contractor shall maintain the buses so that their condition remains equal to or exceeds that condition recorded on the written inspection form provided to School District by the Contractor, normal wear and tear excepted. Mechanically, the buses shall be maintained in a condition approximating that set out by the original manufacturer. Replacement parts used for any District owned bus shall only be those which are “OEM approved” replacement parts. The Contractor shall be responsible for all costs and expenses associated with the maintenance of all District-owned buses and Contractor-owned buses serving the School District. Any major repairs authorized by the School District to District-owned buses such as transmission or engine replacement, shall be charged to the School District under an hourly fee for labor, and parts shall be charged at cost. All costs for labor and parts required for the maintenance and repair of the other transportation vehicles owned by the School District will be paid for by the School District at cost. The School District may elect to continue to provide replacement parts through its current vendors.

- 3.2.4. Personnel:** Throughout the Initial Term, and any Renewal Term(s) which is/are exercised, the Contractor shall provide all personnel (including management, bus drivers, bus aides, and clerical and maintenance personnel) necessary for the provision of the Transportation Services and Maintenance Services under the Contract. The School District may review all pre-employment and other records regarding any prospective or actual employee of the Contractor assigned to work under the Contract. The District may also request orally or in writing the removal of any prospective or actual employee or agent of the Contractor from working under the Contract. The Contractor shall comply with any such request.
- 3.2.5. Routing:** Contractor agrees to develop, and work in cooperation with the School District, if necessary, the most advantageous routing plan for the safety of students within the guidelines provided for in the Contract and the School District’s Board of Education policies. If routes need to be modified during the school year (i.e., new student is added or an Individual Education Plan (“IEP”) is modified), the Contractor shall implement any routing change as soon as possible, but in not more than five (5) days following notice from the School District.

- 3.2.6. Buses:** The Contractor will utilize those District-owned buses currently in service and identified by the District to provide the Transportation Services contemplated herein. Title to District-owned buses shall remain with the School District. The Contractor shall use District-owned buses only to provide the Transportation Services for the School District, unless otherwise provided for by law. The School District shall provide prior to the commencement of the Initial Term, the model, year, body type and odometer reading of each District-owned bus that will be made available for use by the Contractor for the Transportation Services. The School District and Contractor will work to develop a schedule/plan to retire/remove District-owned buses from service. Any new buses which are necessary for the provision of the Transportation Services for the School District shall be purchased by, and title shall remain with, the Contractor. All costs associated with the new buses, including purchase and maintenance/repair, shall be borne by the Contractor. All buses servicing the School District shall be maintained and inspected in strict accordance with the terms and conditions of the Contract.
- 3.2.7. Hold Harmless/Indemnification:** The Contractor shall indemnify, defend and hold the School District harmless pursuant to the terms and conditions of the Contract (and the Lease, provided the Contractor elects to lease the Facility).

IV. PRICING QUOTES

4.1. COST INDEXING

Compensation for the Transportation Services described in this RFP MUST be fixed for the Initial Term (years one (1), two (2) and three (3)) of the Contract. Moreover, the Contractor, by submitting its Proposal, agrees to convene bi-annually with representatives of the School District, for the purpose of evaluating the efficiency of the performance of the Contract, so that further efficiencies may be uncovered and implemented into the Contract, including but not limited to, a decrease in the number of routes or a decrease in the number of bus drivers or other employees necessary to carry out the provisions of the Contract as contemplated herein. As part of this process, and by submitting their Proposal, the Contractor agrees to pass along any savings to the School District.

4.2. PRICING

- 4.2.1. Daily Transportation Pricing:** The School District is seeking, and Proposal shall include, costs and pricing quotes which will maintain the School District's regular education and special education existing Daily Transportation Services. All regular and special education daily routing (including mid-day routes and daily shuttles) shall be quoted on a cost/bus/day basis.
- 4.2.2. Other Transportation Pricing:** Proposals should also include quotes for extracurricular and late activity routes, i.e. field trips and athletic transportation, on a cost per hour basis and mileage or other equivalent basis.

- 4.2.3. Bus Aides:** The School District is also seeking the per/hour charge for any bus aides necessary to operate the Transportation Services contemplated under the Contract.
- 4.2.4. White Fleet Maintenance:** The School District is seeking a quote from Proposers to provide maintenance for the School District's White Fleet on a cost per hour for labor and parts at cost.
- 4.2.5. Cost Increases:** Pricing and compensation for each Renewal Term of the Contract shall be negotiated by the parties; however, any increase shall not exceed the lesser of: 1) the percentage increase, if any, as established by the Consumer Price Index, All Items, for the Detroit Metropolitan Area, published by the United States Department of Labor, Bureau of Labor Statistics; or 2) three percent (3%).

V. PROPOSAL

5.1. PROPOSAL FORMS

Each Proposer shall submit its Proposal using the Proposal Forms attached hereto as **ATTACHMENT H**, along with any other information required by this RFP or deem necessary and appropriate by the Proposer for evaluation of its Proposal.

5.2. PROPOSAL CHECKLIST

In addition to the Proposal Forms and any information required under Section 1.9 above, please attach copies of the following documents to your Proposal:

- 5.2.1.** Letter of Introduction of Proposer and Proposer's Background and Qualifications.
- 5.2.2.** List of any and all Exceptions to this RFP, the Contract or the Lease.
- 5.2.3.** List of K-12 school districts currently being serviced by Proposer.
- 5.2.4.** List of Proposer's References.
- 5.2.5.** Proposer's Verification of Addenda to the RFP, if any.
- 5.2.6.** Proposer's Audited Financial Reports for most recent three (3) years.
- 5.2.7.** Proposer's familiarity with Routing Software Programs.
- 5.2.8.** Proposer's In-Service training and Staff Educational Programs.
- 5.2.9.** Proposer's Bid Bond.
- 5.2.10.** Proposer's Insurance Certificate(s).
- 5.2.11.** Proposer's List of any and all Litigation or Regulatory Proceedings.

5.2.12. Transition Plan/Implementation Schedule.

5.2.13. Familial Disclosure Affidavit.

PROPOSER'S SUBMITTAL INFORMATION AND VERIFICATION:

Proposer (Company/Firm/Name): _____

Contact Name: _____

Title: _____

Address: _____

City/State: _____

Phone: _____

Alternate Phone: _____

Facsimile: _____

Electronic Mail Address: _____

Signature: _____

By: _____

Date: _____

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**TROY SCHOOL DISTRICT
PUPIL TRANSPORTATION SERVICES
REQUEST FOR PROPOSAL # 9595**

ATTACHMENT A

**Board of Education Policies &
Procedures**

SCHOOL TRANSPORTATION PROGRAM E-1200

AP E-1204 SPECIAL TRIPS

School buses may be used to transport groups for non-educationally related purposes with prior administrative approval in compliance with School Code § 380.1333:

380.1333 Transportation of senior citizens, retired or disabled persons, or members of nonprofit organization to activities, events, or outings; cost; transportation of persons other than pupils to school-sponsored events; fee; insurance; priority; purchase of additional school buses; agreement; definition; rules.

Sec. 1333 (1) Pursuant to an agreement made under subsection (4), the board of a school district may permit the use of a school bus, which is not otherwise being used for school purposes, by an organization or group for purposes of transporting senior citizens or retired or disabled persons or by a nonprofit organization for purposes of transporting its members to or from an activity, event, or outing, if the board determines that suitable or economically feasible public or private transportation is not available for this purpose. Mileage, insurance, and other costs may be paid by the group or organization or may be waived by the board of the school district.

(2) The board of a school district may permit the use of a school bus for the purposes of transporting persons other than pupils to school-sponsored events. The board may collect a fee for transporting persons other than pupils to or from school-sponsored events to cover expenses for the trips involved. Insurance to indemnify the school district, its officers, or employees against liability for damages arising out of the use of school buses shall be obtained before persons other than pupils are transported and fees charged. The pupils of the district should be given first priority for any transportation furnished by the board.

SCHOOL TRANSPORTATION PROGRAM E-1200

AP E-1204 SPECIAL TRIPS (cont.)

(3) The board of a school district shall not purchase additional school buses for the sole purpose of implementing this section.

(4) A local unit of government, including a city, county, village, or township, may enter into an agreement with a board of a school district within its area for the use of school buses to transport senior citizens or retired or disabled persons or members of a nonprofit organization, subject to the same terms and conditions provided in subsection (1).

(5) As used in this section, “nonprofit organization” means any one of the following:

(a) A corporation organized under the nonprofit corporation act, Act No. 162 of the Public Acts of 1982, being sections 450.2101 to 450.3192 of the Michigan Compiled Laws.

(b) A corporation to which the nonprofit corporation act applies as provided in sections 121 and 123 of Act No. 162 of the Public Acts of 1982, being sections 450.2121 and 450.2123 of the Michigan Compiled Laws.

(c) A group, society, organization, or association organized to carry out any lawful purpose not involving pecuniary profit or gain for its officers, trustees, or members.

AP E-1208 SCHOOL BUS SAFETY MAINTENANCE

All buses used for the transportation of students must be maintained in a safe operating condition.

Regularly scheduled maintenance of all School District buses shall occur after each 5,000 miles of travel. Maintenance consists of a complete lubrication and change of engine oil and filter. Fluid levels of the transmission, differential, cooling system, battery, power steering unit and brake system are inspected and appropriate liquid added when necessary. The exhaust, suspension, and brake systems, drive train, and steering are also inspected.

Each bus is subject to and must successfully pass the Annual Safety Inspection conducted by the Michigan State Police. Any violation discovered must be corrected. The vehicle must be re-examined and certified safe before being placed in operation. Upon certification of all buses, the School District receives a Safety Inspection Certificate for the total fleet.

All bus drivers must successfully complete a beginning twenty-one-hour bus driving course of instruction. They must pass an annual physical examination. Drivers must also pass a road driving skill test every four years or when their license expires or when District administration sees a need based on job performance. Every two years they must complete a six-hour advanced bus driving class and a written examination of driving laws to receive or maintain state certification.

Each driver, daily, before taking his/her bus on the road, checks tires, lights, brakes, gas, oil, glass, radiator, horn, rear view mirrors, windshield wipers, and safety equipment. Any deficiencies are corrected before the bus is placed in operation. A daily report form for each bus is submitted to the Transportation Supervisor at the end of the day, indicating any new deficiencies that must be corrected before again operating the bus.

Every bus driver is required to promptly report to the Transportation Supervisor, on the appropriate form, any school bus accident, regardless of the amount of damage.

E-1202 TRANSPORTATION ELIGIBILITY

Kindergarten students residing one-half mile or more from their school of attendance are eligible for bus transportation to morning kindergarten sessions or home from afternoon kindergarten sessions. Elementary students in grades 1 through 5 residing one mile or more from their school of attendance or who must cross a main road (i.e., Rochester Road, Square Lake, Livernois, etc.) are eligible for bus transportation. All other students residing one and one-half miles or more from their school of attendance are also eligible. Transportation may also be provided for students when the superintendent has determined that extenuating medical or safety factors are present.

The District will not provide transportation for kindergarten students at midday, open enrollment students, or students admitted to the Troy School District through the Schools of Choice program.

Adopted: June 7, 1976
Revised: January 16, 1979
 June 17, 1984
 April 21, 1998
 April 15, 2003
 June 19, 2007

SCHOOL TRANSPORTATION PROGRAM E-1200

**E-1203 COCURRICULAR AND EXTRACURRICULAR ACTIVITIES AND
FIELD TRIPS**

The use of school buses for cocurricular and extracurricular activities and educational field trips is permissible.

Adopted: June 7, 1976
Revised: January 16, 1979
June 17, 1984
June 19, 2007

E-1204 SPECIAL TRIPS

School buses may be used to transport groups for non-educationally related purposes with prior administrative approval in compliance with School Code section 380.1333.

The school district may also permit the use of a school bus for purposes of transporting persons other than pupils to school-sponsored events. A fee may be collected for transporting these individuals to cover expenses for the trips involved. Sponsoring individuals or groups shall provide an indemnification agreement and insurance that is acceptable to the Assistant Superintendent, Business Services that covers the District and its officers and employees against liability. Liability insurance and coverage limits acceptable to the District must be obtained and approved by the Assistant Superintendent, Business Services.

Students of the District will be given first priority for any transportation furnished by the Board.

Adopted: June 7, 1976
Revised: January 16, 1979
June 17, 1984
April 21, 1998
April 15, 2003
July 10, 2007

SCHOOL TRANSPORTATION PROGRAM E-1200

E-1205 CIVIL DEFENSE EMERGENCIES

In case of disasters and emergencies in Troy or in nearby areas, the superintendent may dispatch buses and drivers to assist police and other authorities.

Adopted: June 7, 1976
Revised: January 16, 1979
June 17, 1984
April 21, 1998

**E-1206 TRANSPORTATION EMPLOYEE DRIVER'S LICENSE
REQUIREMENT**

The District employs only licensed drivers or substitute drivers in accordance with state law.

Adopted: June 7, 1976
Revised: January 16, 1979
 June 17, 1984
 April 21, 1998

SCHOOL TRANSPORTATION PROGRAM E-1200

E-1207 DISTRICT VEHICLE SAFETY MAINTENANCE

All school district vehicles will be maintained in a safe operating condition.

Adopted: April 19, 1983
April 21, 1998

1. School Closing Procedures: If the weather forecast is such that the opening of school for the following day is questionable, the Supervisor of Transportation shall drive the local roads between 3:00-4:00 a.m. and make a report to the Assistant Superintendent—Elementary Instruction regarding the impact of the weather conditions on busing students to and from school. The final determination regarding the closing of school will be made by the Troy School District Superintendent between 5:00-6:00 a.m.
2. Early Dismissal from School: In the event that weather conditions deteriorate once school is in session, it is the responsibility of the Supervisor of Transportation to assess the local road conditions, monitor the weather forecast and make a recommendation to the Assistant Superintendent—Elementary Instruction regarding the advisability of early dismissal for students.
3. Extreme Cold: When the weather forecast calls for nighttime temperatures below 5 degrees, it is the responsibility of the Supervisor of Transportation to schedule the mechanics to report for work at 4:30 a.m. the following morning for the purpose of starting all the buses.
4. New Special Education and Homeless Students: Special Education and homeless students who move into the district following the start of school and/or change schools of attendance shall be routed and provided busing as soon as possible, but no later than 5 days following notification of the need for transportation services.
5. Street Crossing Concerns: Elementary aged students are not allowed to cross any main roads (i.e. Rochester Road, Square Lake, Livernois). Secondary students are only allowed to cross major roads IF the intersections have pedestrian crossing signals and crosswalks.
6. Maximum Length of Bus Trips: Buses shall be routed so that the maximum time general education students are traveling to and from school is 30 minutes each way. Buses shall be routed so that the maximum time special education students attending school in district and out of district are traveling to and from school is 45 minutes each way. Exceptions may be considered when a student is scheduled to attend an out-of-district school that is considerable distance from his/her home.

7. Driver Training: Troy School District bus drivers are required to undergo all background checks and training programs as required by law. They must possess all certifications and endorsements as required by law. In addition, new drivers will work with an experienced driver for a period of approximately one week prior to being assigned a permanent route.

CHAPTER 4

RULES AND REGULATIONS FOR SCHOOL BUS RIDERS

Students and parents have the responsibility to know and respect the school bus rules as described below. Repeated violations will result in the suspension of school bus privileges. The Student Code of Conduct is in effect while a student is riding the bus.

Rules and Regulations:

1. The behavior of students while in transit to or from school, at the bus stop, or at any co curricular school-sponsored activity will be consistent with the discipline procedures of the regular school day.
2. Remain behind the curb while waiting for the bus.
3. Board and depart from the bus at assigned stops.
4. Persons boarding the bus first shall move to the back.
5. The aisles shall be kept clear of books, band instruments, etc.
6. All parts of the body shall be kept inside the bus.
7. Remain seated while the bus is in motion.
8. Unnecessarily loud talking, profanity, and inappropriate language are prohibited.
9. Riders shall not tamper with bus equipment.
10. Students shall not eat while on the bus.
11. No smoking, lighting matches, etc., will be permitted on or near the bus.
12. Animals and/or pets are not allowed on buses.
13. Spraying or using aerosol products such as perfume, deodorant, or hairspray is prohibited.
14. Any conduct which diverts a driver's attention from his/her

primary job and thus endangers the safety of other riders is prohibited.

15. A student not assigned to a particular bus may not board or be transported without prior administrative approval.

Responsibilities:

1. Be at the bus stop five minutes before pick-up time in the morning and be on the bus at the designated departure time from school.
2. Show respect for private property near the bus stop.
3. Treat bus equipment appropriately at all times. Students damaging bus equipment will pay for replacement and/or restoration/repair.
4. Take pride in the appearance of your bus. Help keep it clean.
5. Respond positively to reasonable requests made by the bus driver.
6. Know these safety rules and student responsibilities.

Discipline Procedure:

First administrative contact (one or more of the following):

1. Parent notification
2. Reprimand
3. Suspension of bus privileges up to ten school days

Second administrative contact (one or more of the following):

1. Parent notification
2. Reprimand
3. Suspension of bus privileges up to ten school days

Subsequent administrative contact (one or more of the following):

1. Parent notification
2. Reprimand

3. Suspension of bus privileges

In all cases of suspension of bus privileges, the parents will be notified by telephone or a written notification of the suspension will be sent within two school days.

During the suspension of bus privileges, it shall be the parents' responsibility to provide the student's transportation to and from school.

**TROY SCHOOL DISTRICT
PUPIL TRANSPORTATION SERVICES
REQUEST FOR PROPOSAL # 9595**

ATTACHMENT B

Budget and Related Information

TROY SCHOOL DISTRICT TRANSPORTATION DEPT.

GENERAL FUND EXPENDITURES

	Audited 2006-07	Audited 2007-08	Budgeted 2008-09
Salaries			
Supervisor	\$ 75,378	\$ 79,032	\$ 81,843
Bus Drivers	1,806,297	1,815,298	1,836,000
Mechanics	241,373	243,219	243,400
Clerical	41,196	42,674	43,354
Sub Clerical	828	-	-
Bus Aides	50,150	61,457	81,829
Dispatcher	51,255	60,229	46,027
Routing Coordinator	45,403	45,971	45,971
	<u>2,311,879</u>	<u>2,347,880</u>	<u>2,378,424</u>
Benefits			
Supervisor	44,918	37,928	36,486
Bus Drivers	1,201,324	1,160,769	1,078,440
Mechanics	130,311	118,251	112,769
Clerical	26,529	25,732	26,380
Sub Clerical	210	-	-
Bus Aides	18,528	20,166	24,451
Dispatcher	31,947	41,206	39,643
Routing Coordinator	30,500	29,723	30,669
	<u>1,484,268</u>	<u>1,433,775</u>	<u>1,348,838</u>
Contract Services			
DOT Physicals	12,133	10,470	10,055
Driver Meal Allowances	6,417	5,931	4,852
Mileage/Conferences	2,355	266	2,303
Other Contracted Services	15,877	10,521	10,388
Private Pupil Transportation	-	-	8,380
Sub Clerical	-	2,031	400
	<u>36,783</u>	<u>29,219</u>	<u>36,378</u>
Repairs/Rentals			
Contract Repairs	14,107	15,486	37,858
Towing	2,876	7,635	4,190
	<u>16,983</u>	<u>23,121</u>	<u>42,048</u>

TROY SCHOOL DISTRICT TRANSPORTATION DEPT.

GENERAL FUND EXPENDITURES

	Audited 2006-07	Audited 2007-08	Budgeted 2008-09
Utilities			
Phone	1,528	1,619	1,600
Water	2,909	1,603	3,700
Electric	11,316	15,332	13,969
Natural Gas	19,144	3,086	21,942
Copier	207	728	675
	<u>35,104</u>	<u>22,369</u>	<u>41,886</u>
Supplies			
Batteries	2,960	4,282	5,775
Diesel Fuel	297,177	415,410	380,000
Garage Supplies	10,106	10,585	21,997
Office Supplies	3,068	4,891	2,641
Oil, Grease	9,574	8,870	20,000
Repair Parts	102,495	123,734	67,716
Tires & Tubes	24,249	20,485	22,010
Uniforms	3,272	5,287	8,380
	<u>452,901</u>	<u>593,544</u>	<u>528,519</u>
Capital Expenditures			
Buses	-	-	-
Equipment	1,556	1,706	-
Furniture	-	-	-
Software	-	-	30,000
	<u>1,556</u>	<u>1,706</u>	<u>30,000</u>
Other			
Memberships	<u>2,953</u>	<u>3,068</u>	<u>481</u>
TOTAL	<u><u>\$4,342,426</u></u>	<u><u>\$ 4,454,681</u></u>	<u><u>\$ 4,406,574</u></u>

TROY SCHOOL DISTRICT TRANSPORTATION DEPT.

CAPITAL PROJECTS FUND

	Audited 2006-07	Audited 2007-08	Budgeted 2008-09
Building Additions/Renovations	\$ 122,644	\$ 1,495,014	\$ 114,021
UST Replacement	-	-	205,000
Buses	1,128,883	1,295,562	79,850
Technology Infrastructure		21,208	26,864
Technology Equipment	14,842	293	10,000
Furniture & Equipment	<u>5,501</u>	<u>40,042</u>	<u>5,000</u>
	<u><u>\$1,271,870</u></u>	<u><u>\$ 2,852,119</u></u>	<u><u>\$ 440,735</u></u>

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FID Application
SE-4094 Transportation Expenditures

9/22/2008 3:46 PM

63150 - Troy School District
Contact: Renelle Tolan - Phone: 248.823.4044

LINE	Account Code Description	Reg/Voc Ed		Spec Ed-Sec. 52		Spec Ed-Sec. 53a		Total
		FTE	Expenditure	FTE	Expenditure	FTE	Expenditure	
		(1)	(2)	(3)	(4)	(5)	(6)	
1	Supervision	0.96	75,582	0.04	3,450			79,032
2	Bus Driver	33.09	1,039,261	24.71	776,036	0	0	1,815,297
3	Secretarial/Clerical	0.97	40,811	0.03	1,863			42,674
4	Aides	0	0	2.40	65,159	0	0	65,159
5	Other Support	4.43	258,768	1.57	91,330			350,098
6	TOTAL SALARIES	39.45	1,414,422	28.75	937,838	0	0	2,352,260
7	Employee Benefits		869,076		576,245		0	1,445,321
8	Local Expenses		5,926		271		0	6,197
9	Telephone/Postage		1,548		71			1,619
10	Other Utilities		19,147		874			20,021
11	Other Non-Veh Purch Serv		349		16			365
12	TOTAL NON-VEH RELATED P/S		26,970		1,232		0	28,202
13	Pupil Trans Common Carrier	0	0	0	0	0	0	0
14	Pupil Trans Family Veh Cost	0	0	0	1,751	0	0	1,751
15	Pupil Trans Taxi Cab	0	0	0	0	0	0	0
16	Pupil Trans Fleet Insurance	60	49,238	24	19,373	0	0	68,611
17	Contracted/Leased Buses	0	0	0	0	0	0	0
18	Other Vehicle Related Costs		17,089		6,032	0	0	23,121
19	TOTAL VEHICLE RELATED P/S		66,327		27,156		0	93,483
20	Gasoline/Fuel		307,042		108,368		0	415,410
21	Oil/Grease		6,556		2,314		0	8,870
22	Tires/Batteries		18,306		6,461		0	24,767
23	Other Supplies/Repair Parts		110,331		38,940			149,271
24	Office Supplies		0		0			0
25	TOTAL SUPPLIES		442,235		156,083		0	598,318
26	Other Expense/Adjustment		1,962		692		0	2,654
27	Bus Amortization		410,021		194,540		0	604,561
28	TOTAL EXPENDITURES		3,231,013		1,893,786		0	5,124,799
29	Total Annual Miles		447,856		406,406		0	
30	Riders Per the Count Week		5,586		255		0	
31	Total Fuel Consumed (in gallons)		89,124		80,876		0	
32	Miles per Gallon		5.03		5.03		0.00	

(c) State of Michigan

SPECIAL EDUCATION ACTUAL COST REPORT
(July 1, 2007 through June 30, 2008)

District Name **TROY SCHOOL DISTRICT**

District Code **63150**

Funding Source (Check ONE)		PERSONNEL		List personnel in school year full time equivalency, pro-rate to theths (.0). Refer to attached "Special Education List of Allowable Expenditures" for a description of reimburseable items by function and object codes.						
<input checked="" type="checkbox"/>	Section 52	Profes- sional	Reimb. Aides	Salaries 1000	Benefits 2000	Purchased Services 3000- 4000	Supplies and Materials 5000	Capital Outlay 6000	Other Expend. 7000	TOTAL
<input type="checkbox"/>	Section 53	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
Instruction										
1	122 LRE Class Aide		18.3	231,715	71,092	21,065				323,872
2	122 Mild Cog Imp	6.0	6.0	753,615	362,074	17,479	4,002			1,137,170
3	122 Mod Cog Imp	2.0	2.0	137,026	96,721	2,900	2,878			239,525
4	122 Sev Cog Imp									-
5	122 Emotionally Imp	3.0	2.5	246,867	150,031	2,567	307			399,772
6	122 Learn Disabled									-
7	122 Hearing Imp									-
8	122 Visually Imp									-
9	122 Physically Imp									-
10	122 Sev Mult Imp									-
11	122 Early Child Prog	4.0	3.0	306,191	157,385	3,775	2,504			469,855
12	122 Sev Lang Imp									-
13	122 Autistic Imp	0.5	0.5	120,792	52,891	19,839	974			194,496
14	122 Resource Room	36.4	16.5	2,473,041	1,134,267	91,928	2,595			3,701,831
15	197 Section 24									-
16	Subtotal	51.9	48.8	4,269,247	2,024,461	159,553	13,260	-	-	6,466,521

Instructional and Non-Instructional Support				Salaries	Benefits	Purchased Services	Supplies and Materials	Capital Outlay	Other Expend.	TOTAL
17	213 Heath Serv		16.0	228,545	56,188	289,783	2,196			576,712
18	214 Psychological	6.9		611,327	230,533	6,849	9,340			858,049
19	215 Spch & Audiol	11.7		869,803	383,724	6,605	4,844			1,264,976
20	216 Social Work	11.4		848,145	371,573	21,981	650			1,242,349
21	217 Visual Aid									-
22	218 TC/Ment Imp	1.5		97,567	40,457		171			138,195
23	218 TC/Emot Imp	4.5		216,326	93,557		162			310,045
24	218 TC/Learn Disab	7.8		441,569	183,336	2,080	4,795			631,780
25	218 TC/Hear Imp									-
26	218 TC/Visually Imp									-
27	218 TC/POHI									-
28	218 TC/Autistic Imp									-
29	218 PPI Home Prog									-
30	219 Physical Educ									-
31	219 Other Pup Sup						569			569
32	221 Improve of Instr					14,731	1,348			16,079
33	226 Superv/Direction	7.0		389,116	199,746	7,225			2,343	598,430
34	241 Sch Principial									-
35	28x Supp Serv Cent					4,082	-			4,082
35	29x 331 Supp/Comm									-
37	Subtotal	50.8	16.0	3,702,398	1,559,114	353,336	24,075	-	2,343	5,641,266

38	SUBT (Line 16+37)	102.7	64.8	7,971,645	3,583,575	512,889	37,335		2,343	12,107,787
39	Indirect Costs (9.97 %)								1,207,146	1,207,146
40	231 Bd of Ed (adjust)									-
41	Capital Outlay (Line 16+37)							-		-
42	261 Direct O&M									-
43	271 Pupil Transp. (53 only)									-
44	Tuition - MSD									-
45	Subtotal (Lines 39-44)									-
46	Total Cost			7,971,645	3,583,575	512,889	37,335	-	1,209,489	13,314,933

SUMMARY OF SPECIAL EDUCATION EXPENDITURES

1 ALLOWABLE EXPENDITURES FOR SECTION 52.	
a. total from Page 3, Line 46, Column 9	<u>13,314,933</u>
b. total from Page 4, Line 18, Column 9	<u>-</u>
c. Allowable Section 52 Expenditures (line a - line b)	<u>13,314,933</u>
d. Itinerant Expenditures - Section 51a7b	<u>-</u>
(to be completed by MDE)	
e. Total Section 52	<u>\$ 13,314,933</u>
2 ALLOWABLE EXPENDITURES FOR SECTION 53.	
a. total from Page 3, Line 46, Column 9	<u>-</u>
b. total from Page 4, Line 18, Column 9	<u>-</u>
c. Allowable Section 53a Expenditures (line a - line b)	<u>-</u>
d. Itinerant Expenditures - Section 51a7b	<u>-</u>
(to be completed by MDE)	
e. Total Section 53a	<u>\$ -</u>
3 TOTAL EXPENDITURES FROM FEDERAL GRANT SOURCES EXPENDED	<u>\$ 1,709,445</u>
DURING THE 2007-08 YEAR. This includes federal IDEA grants SECTION 51a(6) and direct grants from the federal government.	
List each grant separately by funding sources for the amount expended during the fiscal year. Local districts will report any IDEA funds they directly expend	
4 TOTAL ALLOWABLE EXPENDITURES FOR SPECIAL EDUCATION	<u>\$ 15,024,378</u>
TOTAL OF LINES 1e, 2e, AND 3	

EXPLANATION OF EXPENDITURES ON LINE #3

<u>SOURCE</u>	<u>AMOUNT</u>
07/08 PRESCHOOL GRANT EXPENDITURES	<u>61,392</u>
06/07 IDEA GRANT EXPENDITURES	<u>356,733</u>
07/08 IDEA GRANT EXPENDITURES	<u>1,291,320</u>
07/08 TRANSITION GRANTS	<u>-</u>
TOTAL	<u>1,709,445</u>

TROY SCHOOL DISTRICT DIESEL FUEL PRICING

Current contract expires 6-30-09

Contracted Supplier – RKA Petroleum

Rate:

#2 Diesel Fuel Detroit OPIS avg cost on day of delivery PLUS \$0.0045 per gallon delivery fee PLUS \$0.00875 MUSTFA

#2 Premium Diesel (winter mix) Detroit OPIS avg cost on day of delivery PLUS \$0.0145 per gallon delivery fee PLUS \$0.00875 MUSTFA

Exceptions:

Delivery of less than 8,000 gallons has increased cost as follows:

7,000 – 7,999 Gal add \$0.01 per gal

6,000 – 6,999 Gal add \$0.02 per gal

Less than 6,000 Gal add \$0.03 per gal

The district installed a new double walled fiberglass 15,000 gallon underground storage tank for diesel fuel on August 4, 2008. This tank meets all applicable MDEQ guidelines.

**TROY SCHOOL DISTRICT
PUPIL TRANSPORTATION SERVICES
REQUEST FOR PROPOSAL # 9595**

ATTACHMENT C

Routing Information

**Troy School District
Pupil Transportation
Destinations and Bell Times
2008-09 School Year**

Building	Address	City/District	Arrival	Departure
Troy Union Elementary	1340 E. Square Lake Rd	Troy	8:40am	3:47pm
Morse Elementary	475 Cherry	Troy	8:15am	3:17pm
Leonard Elementary	4401 Tallman	Troy	8:15am	3:17pm
Wattles Elementary	3555 Ellenboro	Troy	8:45am	3:47pm
Hill Elementary	4600 Forsyth	Troy	8:45am	3:47pm
Schroeder Elementary	3541 Jack	Troy	8:15am	3:17pm
Costello Elementary	1333 Hamman	Troy	8:15am	3:17pm
Martell Elementary	5666 Livernois	Troy	8:45am	3:47pm
Wass Elementary	2340 Willard	Troy	8:45am	3:47pm
Bemis Elementary	3571 Northfield Parkway	Troy	8:45am	3:47pm
Barnard Elementary	3601 Forge	Troy	8:15am	3:17pm
Hamilton Elementary	5625 Northfield Parkway	Troy	8:15am	3:17pm
Baker Middle School	1359 Torpey	Troy	7:50am	2:48pm
Smith Middle School	5835 Donaldson	Troy	7:50am	2:48pm
Larson Middle School	2222 E. Long Lake	Troy	7:50am	2:48pm
Boulan Park Middle School	3570 Northfield Parkway	Troy	7:50am	2:48pm
Troy High School	4777 Northfield Parkway	Troy	7:50am	2:48pm
Athens High School	4333 John R	Troy	7:50am	2:48pm
Niles Center	201 W. Square Lake	Troy	8:30am	11:15am
			12:45pm	3:30pm
International Academy East	1291 Torpey	Troy	8:05am	2:52pm
Seaholm High School	2436 West Lincoln Rd	Birmingham	7:15am	2:40pm
Covington Middle School	1525 Covington Rd	Birmingham	8:10am	3:05pm
Derby Middle School	1300 Derby Rd	Birmingham	8:10am	3:05pm
Harlan Elementary	3595 North Adams Rd	Birmingham	8:50am	3:45pm
Pembroke Elementary	955 North Eton Rd	Birmingham	8:45am	3:40pm
Pierce Elementary	1829 Pierce St	Birmingham	8:50am	3:45pm
Andover High School	4200 Andover Rd	Bloomfield Hills	7:15am	2:25pm
Lahser High School	3456 Lahser Rd	Bloomfield Hills	7:20am	2:25pm
Bloomfield Middle School	4200 West Quarton Rd	Bloomfield Hills	8:10am	3:00pm
Conant Elementary	4100 West Quarton Rd	Bloomfield Hills	8:55am	3:45pm
Eastover Elementary	1101 Westview Rd	Bloomfield Hills	8:55am	3:45pm
Lone Pine Elementary	3100 Lone Pine Rd	Bloomfield Hills	8:35am	3:25pm
Clawson Middle School	150 John M	Clawson	7:40am	2:20pm
Schalm Elementary	940 North Selfridge	Clawson	8:10am	2:50pm
Baker Center	626 Phillips	Clawson	8:15am	2:52pm
Harrison High School	29995 West Twelve Mile	Farmington Hills	7:25am	2:15pm
Edison Max	1700 Shevlin	Hazel Park	7:55am	2:25pm
Jardon	2200 Woodward Heights	Hazel Park	8:00am	2:55pm
Webb Elementary	2100 Woodward Heights	Hazel Park	8:00am	3:00pm
Lamphere Center	29685 Tawas	Lamphere	8:15am	2:50pm
Royal Oak High School	1500 Lexington Blvd	Royal Oak	7:20am	2:20pm
Royal Oak Middle School	709 North Washington Ave	Royal Oak	8:00am	3:10pm
Keller Elementary	1505 North Campbell Rd	Royal Oak	8:25am	3:25pm

ENROLLMENT PROJECTIONS: ELEMENTARY

	KIND	1ST	2ND	3RD	4TH	5TH	TOTAL	SP ED	TOTAL
2008/2009	812	849	835	846	847	927	5116	114	5230
2009/2010									
HIGH	787	861	883	868	880	872	5151	115	5266
AVERAGE	749	853	874	860	871	864	5071	113	5184
LOW	710	844	866	852	863	855	4990	111	5101
2010/2011									
HIGH	753	834	895	918	903	906	5209	116	5325
AVERAGE	717	786	879	900	886	888	5056	112	5168
LOW	680	738	861	883	869	872	4903	109	5012
2011/2012									
HIGH	741	798	867	931	955	930	5222	116	5338
AVERAGE	705	753	810	905	927	904	5004	111	5115
LOW	669	707	753	878	901	878	4786	106	4892
2012/2013									
HIGH	739	785	830	902	968	984	5208	116	5324
AVERAGE	703	740	776	834	932	946	4931	110	5041
LOW	668	696	721	768	896	910	4659	104	4763
2013/2014									
HIGH	736	783	816	863	938	997	5133	114	5247
AVERAGE	701	738	762	799	859	951	4810	107	4917
LOW	664	695	710	735	783	905	4492	100	4592

ENROLLMENT PROJECTIONS: MIDDLE SCHOOLS

	6TH	7TH	8TH	TOTAL	SP ED	TOTAL
2008/2009	898	918	938	2754	31	2787
2009/2010						
HIGH	964	934	946	2844	34	2878
AVERAGE	955	925	936	2816	34	2850
LOW	946	916	927	2789	33	2822
2010/2011						
HIGH	907	1003	962	2872	34	2906
AVERAGE	890	984	944	2818	34	2852
LOW	872	965	925	2762	33	2795
2011/2012						
HIGH	942	943	1033	2918	35	2953
AVERAGE	915	917	1004	2836	34	2870
LOW	889	889	975	2753	33	2786
2012/2013						
HIGH	967	980	971	2918	35	2953
AVERAGE	931	942	935	2808	34	2842
LOW	896	907	898	2701	32	2733
2013/2014						
HIGH	1023	1006	1009	3038	36	3074
AVERAGE	974	959	961	2894	35	2929
LOW	928	914	916	2758	33	2791

ENROLLMENT PROJECTIONS: HIGH SCHOOLS

	9TH	10TH	11TH	12TH	TOTAL	SP ED	TOTAL
2008/2009	1004	945	1052	1084	4085	58	4143
2009/2010							
HIGH	1004	1024	973	1126	4127	59	4186
AVERAGE	994	1014	964	1115	4087	58	4145
LOW	985	1004	954	1105	4048	57	4105
2010/2011							
HIGH	1012	1024	1055	1041	4132	59	4191
AVERAGE	992	1004	1034	1022	4052	58	4110
LOW	973	985	1014	1002	3974	56	4030
2011/2012							
HIGH	1029	1032	1055	1129	4245	60	4305
AVERAGE	1001	1002	1024	1096	4123	59	4182
LOW	971	973	995	1065	4004	57	4061
2012/2013							
HIGH	1105	1050	1063	1129	4347	62	4409
AVERAGE	1064	1011	1022	1085	4182	59	4241
LOW	1024	971	983	1045	4023	57	4080
2013/2014							
HIGH	1039	1127	1082	1137	4385	62	4447
AVERAGE	991	1075	1031	1083	4180	59	4239
LOW	943	1024	981	1032	3980	57	4037

ENROLLMENT PROJECTIONS: HIGH SCHOOLS

	9TH	10TH	11TH	12TH	TOTAL	SP ED	IAE/SOC	TOTAL
2008/2009	1004	945	1052	1084	4085	58		4143
2009/2010								
HIGH	1004	1024	973	1126	4127	59	35	4221
AVERAGE	994	1014	964	1115	4087	58	35	4180
LOW	985	1004	954	1105	4048	57	35	4140
2010/2011								
HIGH	1012	1024	1055	1041	4132	59	70	4261
AVERAGE	992	1004	1034	1022	4052	58	70	4180
LOW	973	985	1014	1002	3974	56	70	4100
2011/2012								
HIGH	1029	1032	1055	1129	4245	60	105	4410
AVERAGE	1001	1002	1024	1096	4123	59	105	4287
LOW	971	973	995	1065	4004	57	105	4166
2012/2013								
HIGH	1105	1050	1063	1129	4347	62	105	4514
AVERAGE	1064	1011	1022	1085	4182	59	105	4346
LOW	1024	971	983	1045	4023	57	105	4185
2013/2014								
HIGH	1039	1127	1082	1137	4385	62	105	4552
AVERAGE	991	1075	1031	1083	4180	59	105	4344
LOW	943	1024	981	1032	3980	57	105	4142

2/25/2009

2008-2009 BUS RUNS

BUS #	SEATING	1st RUN (H.S. 7:30 - 2:14)	2nd RUN (M.S. 8:05 - 2:41)	3rd RUN (EARLY ELEM 8:20 - 3:10)	4th RUN (LATE ELEM 8:50 - 3:40)	MID-DAY
1	78	ATHENS	SMITH	BARNARD	HILL	CBI - T,W,TH
2	78	ATHENS	BAKER	MORSE	WATTLES	
3	78 UC	TROY H.S.	SMITH	HAMILTON	MARTELL	
4	78 UC	ATHENS	SMITH		WASS	
5	78		LARSON	COSTELLO	TROY UNION	
6	78	TROY H.S.	BOULAN	SCHROEDER	8:27 THS - SMITH	
7	78		SMITH	LEONARD	TROY UNION	
8	78 UC	TROY H.S.	BOULAN	SCHROEDER	BEMIS	GROW T & TH 9 - 11
9	78 UC	TROY H.S.	BOULAN	SCHROEDER	BEMIS	
10	78 UC	TROY H.S.	BOULAN	SCHROEDER	BEMIS	
11	78 UC		LARSON	COSTELLO	TROY UNION	
12	84 UC					
14	77 UC	TROY H.S.	BOULAN	HAMILTON	MARTELL	
15	77 UC	TROY H.S.	BAKER	MORSE	WATTLES	
16	77 UC	ATHENS	LARSON	LEONARD	TROY UNION	
17	77 UC	TROY H.S.	SMITH	LEONARD	MARTELL	GROW T & TH 9 - 11
18	57UC	7:10 A-T SHUTTLE	O.T.E.C.	COSTELLO D.K.		

BUS #	SEATING	1st RUN (H.S. 7:30 - 2:14)	2nd RUN (M.S. 8:05 - 2:41)	3rd RUN (EARLY ELEM 8:20 - 3:10)	4th RUN (LATE ELEM 8:50 - 3:40)	MID-DAY
19	57UC	ATHENS	SMITH		WATTLES	
20	77 UC	ATHENS	BAKER	BARNARD	HILL	
21	4	WING LAKE				BEMIS / MARTELL
22	9 I/C	SMITH (S.E)			WATTLES (S.E.)	
23	9 I/C					MI. READINESS M-TH
24	10 I/C	THS SP.ED.		NILES		GROW M, T & TH 9 - 11
25	6 I/C	7:10 T-A SHUTTLE	THS SP.ED.	NILES		
26	10 I/C	COVINGTON/DERBY/BLMFD M.S.			9:28 AHS-THS	NILES
27	4 I/C	WING LAKE/ B.M.S.				GROW / KELLER
28	5 I/C					
29	7 I/C	ANDOVER/LASHER		(AM BOWERS FARM)		OTEC
30	77 UC	ATHENS	BAKER	BARNARD	WATTLES	
31						
32						
33						
34	77 UC	TROY H.S.	BOULAN	HAMILTON	MARTELL	
35	77 UC	TROY H.S.	SMITH	HAMILTON	MARTELL	
36	77 UC	TROY H.S.	BOULAN	SCHROEDER	BEMIS	

BUS #	SEATING	1st RUN (H.S. 7:30 - 2:14)	2nd RUN (M.S. 8:05 - 2:41)	3rd RUN (EARLY ELEM 8:20 - 3:10)	4th RUN (LATE ELEM 8:50 - 3:40)	MID-DAY
37	77 UC					
38	77	TROY H.S.	BAKER	BARNARD	WATTLES	
39	77		BAKER	MORSE		
40	77	TROY H.S.	SMITH	HAMILTON		
41	77	TROY H.S.	BOULAN	SCHROEDER	BEMIS	
42	77					
43	77	TROY H.S.	SMITH	HAMILTON	MARTELL	
44	77	ATHENS	LARSON	BARNARD	TROY UNION	
45	84 UC					
46	84 UC					NILES
47	84 UC					GROW (T - TH) 12 -2
48	84 UC					GROW (T - TH) 12 -2
49	84 UC					
50	84 UC					
51	78					
52	78					
53	78	ATHENS	LARSON	COSTELLO	8:22 A-T 2:05 T-A	
54	78	TROY H.S.	BOULAN	SCHROEDER	BEMIS	

BUS #	SEATING	1st RUN (H.S. 7:30 - 2:14)	2nd RUN (M.S. 8:05 - 2:41)	3rd RUN (EARLY ELEM 8:20 - 3:10)	4th RUN (LATE ELEM 8:50 - 3:40)	MID-DAY
55	78	TROY H.S.	BOULAN	SCHROEDER	8:22 T-A 2:05 A-T	
56	78	TROY H.S.	BAKER	MORSE		
57	78	TROY H.S.	SMITH	HAMILTON	8:27 T -BOULAN	
58	84 UC					
59	78 UC	ATHENS	LARSON		TROY UNION	
60	78 UC		LARSON	LEONARD	MARTELL	
61	78 UC	ATHENS	LARSON		TROY UNION	
62	78 UC	TROY H.S.	BAKER	MORSE		
63	78 UC	TROY H.S.	BOULAN	HAMILTON	BEMIS	CBI - T,W,TH
64	78 UC	ATHENS	LARSON	LEONARD	TROY UNION	
65	78 UC	ATHENS	SMITH	LEONARD		
100	10 I/C		SMITH (S.E)		HILL (S.E.)	
101	10 I/C			COSTELLO (SP.ED)	PEMBROOKE/ PIERCE	
102/AC	12 I/C	T & TH (PANERA)		COSTELLO (SP.ED)		
103	12 I/C	THS		MORSE SP.ED.	MARTELL (S.E.)	
104/AC AIDE	4 I/C	WING LAKE/ B.M.S.				10:34 A-T HILL 12:10 A-T
105/AC	4 I/C	FARMINGTON		BETHANY CHRISTIAN (PM ONLY)		MI. READINESS 10:15 - 12:30

BUS #	SEATING	1st RUN (H.S. 7:30 - 2:14)	2nd RUN (M.S. 8:05 - 2:41)	3rd RUN (EARLY ELEM 8:20 - 3:10)	4th RUN (LATE ELEM 8:50 - 3:40)	MID-DAY
106	6 I/C	AHS SP. ED.		SCHROEDER (pm only)	WASS (SP. ED.)	JARDON / COSTELLO/ SCHROEDER
107/AC	10 I/C	AHS SP. ED.		NILES		
108/AC	7	LAMPHERE CENTER				GROW (T & TH) 11:45 - 1:45
109	16					
110	16	LAMPHERE CENTER				
111	16	JARDON - EDISON MAX (AM)		JARDON - (PM)		
112	16	JARDON / EDISON MAX TRANSFER		SCHROEDER D.K. - (AM) EDISON MAX - (PM)		
113/AC	6 I/C	R.O.H.S.	CLAWSON M.S.	KELLER		HAMILTON KDG. 12:10 T-A 1:12 A-T
114		SEAHOLM		COSTELLO D.K.		
115/AC	14- 8 I/C					
116	14 - 8 I/C		LARSON SP.ED.	MI READINES (PM ONLY) M-TH		
117/AC	10 I/C	PONTIAC O.T.E.C.		HAMILTON		
118			BAKER S.A.T.		MARTELL (SP.ED.)	
119			SCHALM	CONANT	9:28 THS-AHS	HAMILTON / BEMIS KDG.
120	5 I/C			EASTOVER	FOX HILLS	(PONTIAC) O.T.E.C.
121/AC	12 I/C	GROW			BEMIS (SP. ED.)	EDISON MAX
122/AC	12 I/C	GROW				CBI - T,W,TH

BUS #	SEATING	1st RUN (H.S. 7:30 - 2:14)	2nd RUN (M.S. 8:05 - 2:41)	3rd RUN (EARLY ELEM 8:20 - 3:10)	4th RUN (LATE ELEM 8:50 - 3:40)	MID-DAY
123/AC	8 I/C					NILES
124	6 I/C	GROW			BEMIS (SP. ED.)	
125	6 IC					
126	10 I/C		2:30 WATTLES - HOME	HAMILTON (S.E.)		
127	10 I/C		LARSON SP.ED.	MI READINES (PM ONLY) M - TH		

Troy School District
Special Education Transportation
Summer 2008

BUS #	Additional days beyond 179 school year	SCHOOL	DATES
21/AC	45	WING LAKE 9:00 - 2:30	June 16 - Aug. 15 M - F
27/AC	45	WING LAKE 9:00 - 2:30	June 16 - Aug. 15 M - F
104/AC AIDE	45	WING LAKE 9:00 - 2:30	June 16 - Aug. 15 M - F
123/AC	35	PINE LAKE 8:45 - 2:15	June 23 - Aug 15 M - F
101	28	BERKSHIRE M.S. 9:00 - 2:00	June 23 - Aug . 7 M - TH
23	20	SCAMP	June 23 - July 24 M - TH
117/AC	30	CLAWSON M.S./SCAMP	Clawson 6/30 - 7/31 M-TH Scamp 6/23 - 8/7 M-TH
24	45	Pattengill Elem./ Jewish Comm. Ctr.	June 30 - July 31 M-F Aug 4 - Aug 28 M-F
25	24	Pattengill Elem.	June 30 - July 31 M -F
122/AC	20	BEMIS E.C.P.	July 7 - Aug 14 M - TH
100	20	BEMIS E.C.P.	July 7 - Aug 14 M - TH
31	18	Smith Morse/Villas	June 24 - July 31 T,W, TH
42		Wattles Summer School	July 14 - Aug 7 M - TH
38		Wattles Summer School	July 14 - Aug 7 M - TH
17		Troy Union Summer School	July 8 - Aug 14 T - TH

Troy School District
Special Education Transportation
Summer 2008

BUS #	Additional days beyond 179 school year	SCHOOL	DATES
32		Troy Union Summer School	July 8 - Aug 14 T - TH
33		Morse Summer School	July 8 - Aug 14 T - TH
37		Morse Summer School	July 8 - Aug 14 T - TH

Troy School District
Mid-Day Transportation Runs
2008-09 School Year

BUS #	RUN DESCRIPTION
119	P/U HAMILTON @ 11:25 DROP - 1430 PEACHTREE (11:35-1:05) W-12:00 BABES IN TOYLAND TH- 12:45 HAMILTON - NILES
116	HAMILTON -P/U - 5315 BREEZE HILL DROP @ HAMILTON 12:05 T-A 12:10 A - T 1:12
22	P/U @ JARDON 10:30 TAKE TO MCDONALDS 15 & LIV. @11:00 P/U @ SCHROEDER 11:25 3899 WOODMAN P/U @ 2875 TROY CENTER DR - 12:06 - SCHROEDER
21	P/U 11:45 @ BEMIS- DROP- - 1830 BRENTWOOD & - 1597 PICADILLY / P/U - 660 SYLVANWOOD DROP @ MARTELL 12:35 T- 1:15 AHS to LARSON 1:12 THS - AHS SHUTTLE
29	O.T.E.C. LV YD:10:00 - P/U @ OTEC DROP THS-10:39, DROP AHS 10:45 P/U @ AHS 11:10 P/U @ THS 11:20 TAKE TO OTEC (10:39 THS-AHS)
24	NILES E.C.P. LV YD: 10:45 P/U @ NILES TAKE HOME STUDENTS P/U STUDENTS RETURN TO NILES - 12:55
124	NILES E.C.P. LV YD: 10:45 P/U @ NILES TAKE HOME STUDENTS P/U STUDENTS RETURN TO NILES - 12:55
100	NILES E.C.P. LV YD: 10:45 P/U @ NILES TAKE HOME STUDENTS P/U STUDENTS RETURN TO NILES - 12:55
27	P/U @ 10:30 GROW - MCDONALDS (10:45 - 11:30) P/U @ 12:00 KELLER ELEM. (TAKE HOME) 4602 CAHILL
114	10:34 AHS - THS SHUTTLE 12:10 AHS - THS SHUTTLE
120	Lv Yd: 9:45 - OTEC (Pontiac) DROP @ THS - AHS M & W - GROW - J.A. DITTY, - HAMILTON TO AHS , TH - WATTLES TO HAMILTON

Troy School District
Mid-Day Transportation Runs
2008-09 School Year

BUS #	RUN DESCRIPTION
121	EDISON MAX P/U @ AHS 10:15 @ BAKER 10:30 - TAKE TO EDISON MAX/DROP @ 11:00 P/U - 11:30 - THS
105	MICHIGAN READINESS LV YD: 11:30 M-TH / MARTELL school starts @12:30 W - 1:00 HUMANE SOCIETY - GROW
23	MICHIGAN READINESS LV YD: 11:20 M - TH / MARTELL school starts @12:30
122	CBI (A) LV YD: 9:20 THS - AHS SHUTTLE LV AHS: 9:40 COSTELLO, XCELL COSTETOLOGY, BIG BOY, TROY BEAUMONT
63	CBI (B) LV YD: 9:30 LV AHS: 9:40 LIFETIME, NORDSTROM TROY MARRIOTT
1	CBI (C) LV YD: 9:30 - AHS LV AHS: 9:40 FAITH @ WORK, BOYS & GIRLS CLUB, BEAUMONT HOMECARE, MEIJER 13/DEQ
127	LV YD: 9:00 PICK UP @ GROW/ DROP @ BABES IN TOYLAND-(TH ONLY) SUBWAY,WOODSIDE, OPC
17	LV GROW: 9:00 PICK UP @ GROW -FIRESTONE, PANERA BREAD, ART FOR A CAUSE, PETSMART
9	LV YD: 9:00 P/U @ GROW - DROP @ FAITH AT WORK, TROY DENTAL, JOE BOLOGNA, MIDWEST 10:20 T - - NILES to HAMILTON,
108	LV YD: 11:45 P/U @ 12:00 FAITH AT WORK & JOE BOLOGNA - TAKE TO NINO'S THEN GO TO MIDWEST, NINO'S , TROY DENTAL RETURN TO GROW
14	GROW - 12 - 2 LV YD: 12:00 P/U @ FIRESTONE, ART FOR A CAUSE, PET SMART
127	GROW - 12 - 2 P/U @ OPC,WOODSIDE, SUBWAY, BABES IN TOYLAND (12:00 - 12:30)
PM RUN	2:00 M-F @ McDONALDS - 2:30 T @ Larson, 2:30 TH @Niles

**TROY SCHOOL DISTRICT
PUPIL TRANSPORTATION SERVICES
REQUEST FOR PROPOSAL # 9595**

ATTACHMENT D

Personnel Information

TRANSPORTATION DEPARTMENT WEEKLY AVG RUN HOURS AS OF 2/11/09

JOB CODE # 5201 / PAY CODE # 030

SENIORITY	MONITORS ACCOUNTS 101-090-271-7350-50-1630		AVERAGE HOURS PER WEEK FOR REGULAR RUN				GROSS
DATE	EMP ID #	EMPLOYEE	HRS:MIN/DAY	HRS:MIN/WK	RATE	AVG HRS IN DECIMAL	HOURS
09/15/2006			04:40	23:20	\$13.10	23.33	23.33
08/27/2001			04:35	22:55	\$13.10	22.92	22.92
11/09/2007			04:15	21:15	\$12.59	21.25	21.25
03/17/2008			05:05	25:25	\$12.59	25.42	25.42
10/30/2008			04:00	20:00	\$12.06	20.00	20.00
05/08/2000			04:00	20:00	\$13.36	20.00	20.00
			00:00	00:00		0.00	0.00

JOB CODE # 5700 / PAY CODE # 030

SENIORITY	MECHANICS ACCOUNTS 101-090-271-3915-50-1550		MECHANICS SCHEDULED AT 40 HRS / WEEK				GROSS
DATE	EMP ID #	EMPLOYEE	HRS:MIN/DAY	HRS:MIN/WK	RATE	SCHEDULED HRS IN DECIMAL	HOURS
09/01/76			08:00	40:00	\$27.09	40.00	40.00
10/02/78			08:00	40:00	\$27.09	40.00	40.00
05/18/77			08:00	40:00	\$27.09	40.00	40.00
08/30/76			08:00	40:00	\$28.25	40.00	40.00

JOB CODE # 5200 / PAY CODE # 030

SENIORITY	DRIVERS ACCOUNTS 101-090-271-3915-50-1610		AVERAGE HOURS PER WEEK FOR REGULAR RUN				GROSS
DATE	EMP ID #	EMPLOYEE	HRS:MIN/DAY	HRS:MIN/WK	RATE	AVG HRS IN DECIMAL	HOURS
06/30/1996			04:50	09:40	\$20.25	9.67	30.92

*****1

JOB CODE # 5200 / PAY CODE # 030

SENIORITY DATE	DRIVERS ACCOUNTS 101-090-271-3915-50-1610		AVERAGE HOURS PER WEEK FOR REGULAR RUN				GROSS HOURS	
	EMP ID #	EMPLOYEE	HRS:MIN/DAY	HRS:MIN/WK	RATE	AVG HRS IN DECIMAL		
00/00/1990			07:05	21:15	\$20.25	21.25	20.92	1
09/30/1996			06:40	13:20	\$20.25	13.33	27.33	****2
			04:40	14:00	\$20.25	14.00		
10/21/2004			04:25	22:05	\$19.99	0.00	0.00	
06/02/1998			06:40	13:20	\$20.25	13.33	27.33	****3
			04:40	14:00	\$20.25	14.00		
10/08/2003			04:00	20:00	\$19.99	20.00	20.00	
10/20/2004			05:20	26:40	\$19.99	26.67	26.67	
02/21/2005			04:00	20:00	\$19.99	20.00	20.00	
07/20/1990			06:30	32:30	\$20.50	32.50	32.50	
11/14/1986			07:30	37:30	\$20.75	37.50	37.50	
02/09/1990			07:05	35:25	\$20.50	35.42	35.42	
01/11/2000			04:20	21:40	\$20.25	21.67	21.67	
11/21/1990			04:00	08:00	\$20.50	8.00	27.75	****4
			06:35	19:45	\$20.50	19.75		
02/09/1990			06:35	32:55	\$20.50	0.00	0.00	
10/01/2007			04:00	20:00	\$19.17	0.00	0.00	
01/17/2006			05:20	26:40	\$19.99	0.00	0.00	
03/21/2001			04:45	23:45	\$19.99	0.00	0.00	
09/14/2005			04:35	22:55	\$19.99	0.00	0.00	
02/29/2008			04:21	21:45	\$19.17	0.00	0.00	
10/06/2006			04:30	22:30	\$19.99	0.00	0.00	
10/04/2006			05:15	26:15	\$19.99	0.00	0.00	

JOB CODE # 5200 / PAY CODE # 030

SENIORITY DATE	DRIVERS ACCOUNTS 101-090-271-3915-50-1610		AVERAGE HOURS PER WEEK FOR REGULAR RUN				GROSS HOURS	
	EMP ID #	EMPLOYEE	HRS:MIN/DAY	HRS:MIN/WK	RATE	AVG HRS IN DECIMAL		
08/22/1990			08:00	40:00	\$20.50	0.00	0.00	
09/29/1997			07:10	14:20	\$20.25	14.33	29.08	*****5
			04:55	14:45	\$20.25	14.75		
11/01/1990			07:50	39:10	\$20.50	39.17	39.17	
11/04/2003			04:00	20:00	\$19.99	20.00	20.00	
10/06/2006			04:15	21:15	\$19.99	21.25	21.25	
02/12/2007			04:15	21:15	\$19.99	21.25	21.25	
02/07/2006			04:45	23:45	\$19.99	23.75	23.75	
10/27/1997			06:55	13:50	\$20.25	13.83	28.58	*****6
			04:55	14:45	\$20.25	14.75		
09/27/2001			04:25	22:05	\$19.99	22.08	22.08	
10/14/2002			04:10	20:50	\$19.99	20.83	20.83	
02/02/2004			05:05	25:25	\$19.99	25.42	25.42	
02/02/1990			06:45	33:45	\$20.50	33.75	33.75	
09/07/1977			00:00	00:00	\$20.75	0.00	0.00	
05/02/2000			04:50	24:10	\$20.25	24.17	24.17	
11/24/1998			05:00	25:00	\$20.25	25.00	25.00	
01/14/1977			07:05	35:25	\$20.75	35.42	35.42	
10/05/2005			05:15	26:15	\$19.99	26.25	26.25	
02/13/2007			04:00	20:00	\$19.99	20.00	20.00	
11/05/1990			05:00	05:00	\$20.50	5.00	33.00	*****7
			07:00	28:00	\$20.50	28.00		
01/23/2009			04:00	20:00	\$17.98	20.00	20.00	*****8

JOB CODE # 5200 / PAY CODE # 030

SENIORITY DATE	DRIVERS ACCOUNTS 101-090-271-3915-50-1610		AVERAGE HOURS PER WEEK FOR REGULAR RUN				GROSS HOURS	
	EMP ID #	EMPLOYEE	HRS:MIN/DAY	HRS:MIN/WK	RATE	AVG HRS IN DECIMAL		
11/29/2001			05:00	25:00	\$19.99	25.00	25.00	
09/26/2001			04:35	22:55	\$19.99	22.92	22.92	
05/22/1995			05:00	10:00	\$20.25	10.00	31.50	****9
			07:10	21:30	\$20.25	21.50		
09/05/1979			07:00	35:00	\$20.75	35.00	35.00	
11/04/2004			04:20	21:40	\$19.99	21.67	21.67	
11/07/1990			05:15	05:15	\$20.50	5.25	34.25	****10
			07:15	29:00	\$20.50	29.00		
06/16/2004			05:05	25:25	\$19.99	25.42	25.42	
05/22/2000			05:02	25:10	\$20.25	25.17	25.17	
09/29/2004			04:25	22:05	\$19.99	22.08	22.08	
10/27/1997			07:10	14:20	\$20.25	14.33	29.83	****11
			05:10	15:30	\$20.25	15.50		
10/24/2007			04:30	22:30	\$19.17	22.50	22.50	
09/17/2008			04:00	20:00	\$18.55	20.00	20.00	
09/13/2002			04:35	22:55	\$19.99	22.92	22.92	
03/17/2005			04:00	20:00	\$19.99	20.00	20.00	
11/10/2000			04:55	24:35	\$20.25	24.58	24.58	
02/24/1998			06:25	12:50	\$20.25	12.83	26.08	****12
			04:25	13:15	\$20.25	13.25		
11/18/2002			04:50	24:10	\$19.99	24.17	24.17	
11/07/1986			07:50	39:10	\$20.75	39.17	39.17	
09/12/2002			04:10	20:50	\$19.99	20.83	20.83	

JOB CODE # 5200 / PAY CODE # 030

SENIORITY DATE	DRIVERS ACCOUNTS 101-090-271-3915-50-1610		AVERAGE HOURS PER WEEK FOR REGULAR RUN				GROSS HOURS	
	EMP ID #	EMPLOYEE	HRS:MIN/DAY	HRS:MIN/WK	RATE	AVG HRS IN DECIMAL		
08/28/1986			06:35	13:10	\$20.75	13.17	31.67	****13
			06:10	18:30	\$20.75	18.50		
03/27/2000			05:20	26:40	\$20.25	26.67	26.67	
10/14/1999			04:50	24:10	\$20.25	24.17	24.17	
05/06/2003			04:45	23:45	\$19.99	23.75	23.75	
10/28/2008			04:30	22:30	\$17.98	22.50	22.50	
10/09/2006			04:50	24:10	\$19.99	24.17	24.17	
01/10/2002			05:05	25:25	\$19.99	25.42	25.42	
10/09/2006			04:15	04:15	\$19.99	4.25	20.25	****14
			04:00	16:00	\$19.99	16.00		
02/09/2006			04:10	20:50	\$19.99	20.83	20.83	
11/13/1986			07:55	39:35	\$20.75	39.58	39.58	
10/05/2005			05:05	25:25	\$19.99	25.42	25.42	
			00:00	00:00	\$0.00	0.00	0.00	

****1 - ****13 = All have partial week of midday run

****14 = Wisner = 1 day per wk start pm run earlier due to p/up 1 Grow stdnt.

***COLLECTIVE
BARGAINING
AGREEMENT***

TROY BOARD OF EDUCATION

AND

TROY EDUCATIONAL SUPPORT
PERSONNEL ASSOCIATION/
MEA/NEA

July 1, 2006– June 30, 2008

TROY SCHOOL DISTRICT
4400 LIVERNOIS ROAD
TROY, MICHIGAN 48098

SELECTED PAGES REGARDING TRANSPORTATION

ARTICLE 15. Holidays

Food Service/Transportation/Para-Educator/Bilingual/ELL para-educator/ Campus Security Employees

- Labor Day
- Thanksgiving Day and the Friday after
- Christmas Day
- New Year's Day
- Good Friday
- Memorial Day

Section 2. Eligible employees shall receive one day's pay for each of the holidays listed above on which they perform no work.

Section 3. Whenever any of the holidays listed above shall fall on Saturday, the preceding Friday shall be observed as the holiday. Whenever any of the holidays listed above shall fall on Sunday, the succeeding Monday shall be observed as the holiday.

Section 4. Holiday Work. If an employee works on any of the holidays listed above, he/she shall be paid double time for all hours worked in addition to his/her holiday pay.

Section 5. Holiday Hours for Overtime Purposes. For the purposes of computing overtime, all holiday hours (worked or not worked) for which an employee is compensated shall be regarded as hours worked.

Section 6. Floating Holidays. Employees in each occupational group will be provided one floating holiday in addition to those named above. A new employee who begins work between July 1 and December 31 shall receive a floating holiday if he/she successfully completes his/her probationary period. In such case the floating holiday shall be awarded for use that school year. A new employee who begins work between January 1 and June 30 must successfully complete his/her probationary period before he/she is eligible to receive a floating holiday during the next school year. Requests for this floating holiday shall be made at least two weeks in advance. The Employer shall approve or deny the floating holiday request at least one week in advance. The floating holiday may be used in place of a regularly scheduled workday or vacation period. If the floating holiday is unused at the end of the fiscal year, the floating holiday shall be converted into an annual leave day and be added to the employee's leave bank.

ARTICLE 18. Insurance

***Section 1. A. Insurance Eligibility for Employees Other than Food Service Employees.** Employees (except Bilingual/ELL para-educators) hired on or before June 30, 1995, must be regularly working twenty (20) or more hours per week to be eligible for the insurance specified in Article 18 on the first day of the month following the first day worked. Effective July 1, 2005, an employee will be eligible for insurance on the first day of the month following the successful completion of his/her sixty (60) working day probationary period. Bilingual/ELL para-educators shall be eligible for insurance on the first day of the month following the completion of sixty (60) working days of his/her probationary period. The Employer will provide a one hundred percent (100%) premium contribution for these insurances. Employees hired on or after July 1, 1995, and all Bilingual/ELL para-educators will receive the following Employer premium contribution toward their insurance:

Working regularly 20 – 24.99 hours per week	50%
Working regularly 25.0 – 29.99 hours per week	75%
Working regularly 30.0 or more hours per week	100%

Section 2. Insurance Coverage.

A. Health Insurance. The Employer agrees to self-fund a health insurance plan for an individual employee/or two persons/or full family that provides the level of benefits outlined in Appendix A. Employees (except Food Service employees) hired on or after July 1, 1995, will receive Plan B (Blue Care Network-HMO or comparable) health insurance for the first two years of employment with the District. Thereafter, the employee may remain on Plan B (Blue Care Network-HMO or comparable) or elect Plan A (self-funded plan administered by AmeraPlan or comparable plan). However, if the employee did not complete two years of employment prior to July 1, 2007, he/she shall remain on Plan B (Blue Care Network-HMO or comparable). Employees hired on or after July 1, 2007 will receive Plan B (Blue Care Network-HMO or comparable) health insurance.

Food Service employees receiving fringe benefits as of September 30, 1995, will receive Plan A (self-funded plan administered by AmeraPlan or comparable plan) or Plan B (Blue Care Network-HMO or comparable) providing they meet the eligibility in Section 1 B above. Food Service employees newly receiving fringe benefits after of September 30, 1995 will only be eligible to receive Plan B (Blue Care Network-HMO or comparable plan) health insurance, providing they meet the eligibility in Section 1 B above.

	Troy School District Self-Funded Insurance*	Troy School District Self-Funded Insurance*	Blue Cross Blue Shield Blue Care Network HMO**	Blue Cross Blue Shield Blue Care Network HMO**
	In-Network	Out of PPOM Network	In BCBS Network	Out of BCBS Network
Annual Deductible	None	\$100 individual/ \$200 2-persons or family	None	No Coverage if Outside BCBS Network
In-Network co-pay	See Schedule of Benefits on Pages ____	See Schedule of Benefits on Pages ____	100% coverage No co-pay	No Coverage if Outside BCBS Network
Annual Out-of-Pocket Maximum	Not applicable	\$1,000.00	100% coverage No co-pay	No Coverage if Outside BCBS Network
Office Visit Co-pay	\$10.00	20% co-pay	100% coverage No co-pay	No Coverage if Outside BCBS Network
Prescription co-pay (mail-in/generic/legend)	\$10 generic/ \$20 brand 1 co-pay for mail-in 90-day supply	\$10 generic/ \$20 brand 1 co-pay for mail-in 90-day supply	\$5 generic/ \$10 brand 1 co-pay for mail-in 90-day supply	\$5 generic/ \$10 brand 1 co-pay for mail-in 90-day supply

*Troy School District Self-Funded Insurance Benefits are detailed in Schedule __ on Pages ____

** BCBS Blue Care Network HMO Benefits are detailed in Schedule __ on Pages ____

Option to Health Insurance. Effective July 1, 2008, employees who are eligible to be enrolled in health insurance, but do not choose to enroll and who are not enrolled in another Board-sponsored health insurance plan, the Employer will provide an advance election cafeteria plan that provides two thousand dollars (\$2,000.00). This benefit shall be prorated if the employee works less than thirty (30) hours per week. The proration shall be calculated according to Section 1 above. The number of people electing the option shall be determined at the close of business on the last day of the open enrollment period.

B. Life Insurance. The Employer will pay the premium (per Section 1) on a \$30,000 term life insurance policy. Such insurance may be converted to some type of individual life insurance plan at cost to the employee upon his/her termination.

C Dental Insurance. The Employer agrees to self-fund a dental plan that provides a Schedule of Benefits that is outlined in Appendix B. Class I Basic Dental Services, Class II Prosthodontic Dental Services, and Class III Orthodontic Dental Service (to age 19) . Class I, Class II and Class III benefits will be provided at a benefit level of eighty percent (80%), or at a benefit level of fifty percent (50%), if benefits are coordinated. Class I and Class II benefits shall be limited to one thousand dollars (\$1,000) per contract year per member, and Class III benefits shall not exceed a lifetime maximum of \$1,000 per person. The plan shall provide for an internal and external coordination of benefits.

D. **Vision Insurance.** The Employer agrees to self-fund a vision plan that provides a Schedule of Benefits that is outlined in Appendix C, which includes dependent college students up to age twenty-five (25). There shall be an internal and external coordination of benefits.

E. **Long Term Disability Insurance.** The Employer agrees to pay the premium (per Section 1) on a policy that will provide long-term disability income insurance after the first sixty (60) calendar days of any illness or disability. Such insurance shall pay up to two-thirds (2/3) of his/her regular salary, subject to a maximum benefit of three thousand dollars (\$3,000) per month and reduced by any amounts paid or payable under Worker's Compensation, Social Security or the Michigan Public School Employees Retirement System. The remuneration under this Article is as established under the carrier's policy and is paid at the daily rate (seven days per week fifty-two weeks per year) or 1/365th of the annual salary of the employee. This remuneration is paid up to retirement, death or the ability to return to work, whichever occurs first.

Section 3. Insurance Contracts. All master insurance contracts will be kept by the Employer, and a complete copy of each contract will be given to the union President, upon request. In addition, employees will be given descriptive pamphlets of insurance.

Section 4. Health Insurance While on Health Care Leave. The Employer agrees to pay the premium (per Section 1) on the health care insurance policy for a maximum of one hundred twenty (120) calendar days for an employee (other than Bilingual/ELL para-educators) who has exhausted his/her sick bank and is on a health care leave of absence awaiting the beginning of the qualifying period of the long-term disability income insurance policy. Bilingual/ELL para-educators must have at least three years of service as a Bilingual/ELL para-educator to be eligible to receive this benefit.

An employee on a health care leave of absence may pay the District in advance of every month the premium cost to continue his/her health insurance during his/her COBRA eligibility period following the completion of the District's health insurance premium payment obligations.

Section 5. Insurance While Receiving Worker's Compensation Insurance. If an employee is injured on the job, the Employer agrees to continue to pay the premium (per Section 1) for the above insurances at no cost to the employee for a period not to exceed twelve (12) months from the date of injury. If the twelve months are not consecutive, then a total of twelve months of insurance shall be provided. A month will be counted if the employee is off work and drawing worker's compensation pay for more than fifteen calendar days and receiving insurance.

Section 6. The nature, amount, extent, commencement, duration, and term of benefits and coverage, as specified for all insurances in this Article, shall be as provided in the insurance policies and rules and regulations of the insurance carriers. The Employer's only obligation shall be to pay the required premiums for said insurances. Any claim settled between the employee and the carrier shall not be subject to the grievance procedure of the collective bargaining agreement.

Article 24. Transportation

Section 1. Days, Weeks and Hours of Work. Transportation drivers and monitors shall work when their bus runs require them to transport students.

Section 2. Bus Run Selection. The posting and selection of bus runs shall be made at the beginning of the school year, on the Tuesday before Labor Day. From time to time it will be necessary to adjust runs due to student transportation needs after run selection. It is understood that these runs will not be reposted.

Openings during the school year will be posted as outlined in Article 10. Drivers will make their selections on a seniority basis. Regularly scheduled runs between the morning and afternoon runs, which are established as a result of unique programs, will be selected by seniority for drivers who do not have a midday run.

In June, special education run drivers shall be given the option to drive the same special education run for that summer. In the event the driver shall choose not to drive that special education run, the run shall be posted. Non-special education runs will be posted in June and awarded on a seniority basis. It is understood that special education runs in the summer may be consolidated.

Prior to the start of the school year, a driver who presents evidence of run familiarization to the Transportation Supervisor shall be paid for one hour of time per each run detailed.

Section 3. Transportation Runs. A minimum of two hours will be paid for any bus run, including field or sports runs. A regular shift will consist of two minimum shifts, i.e., one morning (consisting of high school, middle school and elementary pickup) and one afternoon (consisting of high school, middle school and elementary take home). Special Education runs may be substituted for a high school, middle school and elementary run. Midday runs (consisting of a morning take home and afternoon pickup) will be awarded to a regular driver on the basis of seniority and will also have a basic two-hour minimum. Drivers making four or fewer school runs in a regular or substituted shift will be guaranteed a minimum of two hours per shift. Drivers making five school runs in a regular or substituted shift will be guaranteed a minimum of two hours and fifteen (15) minutes per shift. If a driver or bus monitor is required to work beyond the regular shift, the driver or bus monitor shall be paid for actual time worked.

Section 4. Layoff, Bumping and Recall. In the event a change is made in a bus route that substantially alters that route (except midday or special education), a special conference will be arranged between the Transportation Supervisor, the driver and Association representative in an attempt to resolve the issue. If no solution is reached, the driver will be allowed to bump.

Section 5. Overtime. All field and sports trips will be divided as equally as possible with the initial order determined by seniority and rotated. Trips will be paid at the driver's regular rate, except after 5:30 P.M. and Saturdays, when the rate will be time and one-half, and on Sundays, when the rate will be double time. Such trips will be

distributed among the drivers regularly working fifteen (15) hours or more per week, if available. However, if a driver is absent for any portion of his/her regular run the day of a trip or a bonus trip, he/she shall not be paid time and one-half after 5:30 P.M., but shall be paid straight time, unless his/her absence is excused by the Transportation Supervisor. A driver shall be allowed an additional fifteen- (15-) minute clean-up time following a field or sport trip, regardless of which bus is driven.

Section 6. Vacation. Employees who have at least four years of service to the District will be paid one-week vacation time each year in June.

Employees who work thirty (30) days in the Transportation Department or more beyond the Troy School District student calendar shall receive:

Vacation Pay	Upon Completion of
2 Weeks	1 Year
3 Weeks	5 Years
4 Weeks	10 Years

Section 7. Out-of-District Runs. If an employee has an out-of-district run, the employee shall follow the schedule in the other district. However, the employee shall report to work on a day students need transportation in the Troy School District and the other district is closed unless he/she is excused in advance by the Transportation Supervisor. If the employee is required to work, then the day or days shall count towards his/her additional thirty (30) days.

Section 8. Floating Holiday. In lieu of using the floating holiday, an employee may request to be paid for the floating holiday. The Transportation Supervisor may approve payment for the floating holiday. Employees wishing to be paid for the floating holiday shall notify the Transportation Supervisor by Martin Luther King Day. If approved for payment, the pay for the floating holiday will be included in the payroll period that includes mid-winter recess. If not approved for payment, the employee shall be notified promptly.

Section 9. Absence from a Paid Workday. When an employee needs to be absent from a paid workday, he/she shall contact the Transportation Supervisor between 6:00 A.M. and 6:15 A.M.

Section 10. Uniforms. Each bus driver and bus monitor shall be provided with a suitable spring/fall jacket on school years beginning with even numbers and a suitable winter coat on school years beginning with odd numbers by October 1. When protective clothing is necessary, employees shall wear the jacket or coat while working. During warm weather months employees shall follow the guidelines in the Transportation Handbook.

Section 11. Meals and Lodging. A bus driver whose total continuous time on duty is in excess of four hours and causes him/her to be away from his/her normal eating area during normal lunch or dinner time will be reimbursed up to \$8.00 per meal. There will be no reimbursement for sack lunches. The reimbursement will be paid in a lump sum

prior to the end of June during each school year and will be accompanied by an itemized statement showing authorized meals and dates.

Runs requiring an overnight stay shall be provided reimbursement of reasonable expenses for meals and lodging.

Section 12. School Closing. On days when Troy School District schools are closed for students for weather, safety or other reasons, transportation employees shall not report to work and may opt to charge his/her absence against his/her accumulated leave and be paid for the day if such leave time is available. When the District or a school building within the District is closed due to weather or an emergency, the District will announce the information through the local media. Employees who report for work when the District is closed due to weather conditions or an emergency shall not be eligible to receive minimum reporting pay.

Section 13. Miscellaneous.

- A. A heated, air-conditioned, and appropriately furnished lounge shall be made available to employees.
- B. Whenever possible, accommodations shall be made for drivers on extra trips so they will not have to sit on the bus during a layover.
- C. All school bus drivers will be required to complete the Michigan School Bus Safety Education course and meet the requirements of applicable law in order to drive assigned vehicles. Drivers will be paid regular wages plus expenses for attending bus driver classes and basic training periods. All wages and expenses will be paid as soon as the class time is completed.
- D. A mechanic shall be on duty fifteen (15) minutes in the morning before drivers leave on their run to assist in starting and perform minor repairs, etc.
- E. Annual Physicals. Each driver who completes his/her annual physical prior to the run selection meeting (three weeks prior to the start of school) shall receive two hours of pay at the prevailing Step 5 rate.

**TESPA Salary Schedule 2007-2008
Effective July 1, 2007 - June 30, 2008**

OCCUPATIONAL GROUPS	Step 1	Step 2	Step 3	Step 4	Step 5	Long 1	Long 2	Long 3
Head Mechanic	25.03	25.61	26.21	26.81	27.37	27.68	27.96	28.25
Skilled Trades (1)	23.89	24.46	25.06	25.66	26.21	26.52	26.81	27.09
Transportation								
Bus Driver	17.98	18.55	19.17	19.83	19.99	20.25	20.50	20.75
Bus Monitor	12.06	12.30	12.59	12.82	13.10	13.36	13.59	13.83

NONREPRESENTED PERSONNEL DATA SHEET**2008-2009**

NAME	DOH (Routing Coordinator) 11-29-05 DOH 9-5-91
TITLE	Routing Coordinator
REPORTS TO	Supervisor of Transportation
ANNUAL WORK DAYS	261
DAILY HOURS OF WORK	8
WAGES (Hourly / Annual)	\$45,971 Step 10
FRINGE BENEFITS	
PAID VACATION	10 days after 1 year; 15 days after 5 years; 20 days after 10 years
PAID HOLIDAYS	Independence Day Labor Day Thanksgiving Day & Friday after Christmas Eve & Christmas Day New Year's Eve & New Year's Day Two floating days during Christmas and New Year's Good Friday Memorial Day
ANNUAL SICK DAYS	10 (accumulated to 120 days)
PERSONAL BUSINESS	4
MEDICAL	AmeraPlan: Effective for the 2008 plan year, the option to health insurance will only be available to employees who are eligible for insurance and are not on any plan sponsored by or offered through the Troy School District. Employees (who would otherwise be eligible for health insurance) who do not elect to be covered by the health insurance plan shall receive additional salary in the following amount: If four or fewer employees elect the option - \$300, if five employees elect the option - \$2,000, if six or more employees elect the option - \$3,000. RX copay \$5 for Generic/\$20 for Brand effective 7-1-07 Medical Reimbursement Account (\$300 in 2009)
VISION	AmeraPlan
DENTAL	AmeraPlan
TERM LIFE INSURANCE	\$35,000
LONG-TERM DISABILITY	2/3 annual salary until age 65
RETIREMENT (BOARD-PAID)	MPSERS
SEVERANCE	50 percent of first 60 days accumulated leave *With two weeks notice and five years of service

NONREPRESENTED PERSONNEL DATA SHEET**2008-2009****NAME** DOH (Transportation Dispatcher) 2-15-2008**TITLE** Transportation Dispatcher**REPORTS TO** Supervisor of Transportation**ANNUAL WORK DAYS** 261**DAILY HOURS OF WORK** 8 hours per day**WAGES (Hourly / Annual)** \$39,841 (Step 4)**FRINGE BENEFITS****PAID VACATION** 10 days after 1 year; 15 days after 5 years; 20 days after 10 years**PAID HOLIDAYS** Independence Day (if working in July)
Labor Day
Thanksgiving Day & Friday after
Christmas Eve & Christmas Day
New Year's Eve & New Year's Day
Two floating days during Christmas and New Year's
Good Friday
Memorial Day**ANNUAL SICK DAYS** 10 (accumulated to 120 days)**PERSONAL BUSINESS** 4**MEDICAL** AmeraPlan: Effective for the 2008 plan year, the option to health insurance will only be available to employees who are eligible for insurance and are not on any plan sponsored by or offered through the Troy School District. Employees (who would otherwise be eligible for health insurance) who do not elect to be covered by the health insurance plan shall receive additional salary in the following amount: If four or fewer employees elect the option - \$300, if five employees elect the option - \$2,000, if six or more employees elect the option - \$3,000.RX copay \$5 for Generic/\$20 for Brand effective 7-1-07
Medical Reimbursement Account (\$300 in 2009)**VISION** AmeraPlan**DENTAL** AmeraPlan**TERM LIFE INSURANCE** \$35,000**LONG-TERM DISABILITY** 2/3 annual salary until age 65**RETIREMENT (BOARD-PAID)** MPSERS**SEVERANCE** 50 percent of first 60 days accumulated leave
*With two weeks notice and five years of service

NONREPRESENTED SALARY SCHEDULE - Effective July 1, 2007

Revised 3/29/07

NONREPRESENTED SALARY SCHEDULE - Effective July 1, 2007											
Revised 3/29/07	POSITION	1	2	3	4	5	6	7	8	9	10
	GROW Supervisor Tea. Cal. + 10 days	79,523	81,703	83,883	86,063	88,244	90,424	92,605	94,785	96,965	99,145
	GROW Supervisor Tea. Cal. + 3 days	76,691	78,792	80,895	82,997	85,100	87,203	89,306	91,408	93,511	95,613
	GROW Job Coach	13.00	13.18	13.35							
	GROW Aide	15.25	16.21	17.17	18.10	19.07					
	Energy Management Coordinator	54,287	55,796	57,303	58,812	60,319	61,827	63,335	64,844	66,351	67,860
	Custodial Coordinator I	61,089	61,808	62,526	63,247	63,965					
	Custodial Coordinator II	50,794	51,599	52,404	53,213	54,020	54,824	55,632	56,439	57,243	58,049
	Transportation Dispatcher 1560 HR	27,597	28,363	29,130	29,896	30,662	31,430	32,197	32,963	33,729	34,496
	Transportation Routing Coordinator 2080	36,777	37,798	38,820	39,841	40,862	41,883	42,906	43,928	44,949	45,971
	Accountant	48,840	50,061	51,313	52,595	53,910	55,258	56,639	58,055	59,507	61,050
	Accounting Assistant	38,162	39,223	40,282	41,342	42,402	43,461	44,522	45,582	46,641	47,702
	Human Resources Manager (1)	67,054	68,917	70,779	72,642	74,505	76,366	78,229	80,093	81,955	83,818
	Exec. Secretary/Superintendent (1)	49,784	51,094	52,404	53,713	55,023	56,334	57,644	58,954	60,264	61,575
	Exec. Secretary/Business (1)	40,424	41,548	42,671	43,794	44,917	46,039	47,162	48,284	49,409	50,531
	Exec. Secretary/Human Resources(1)	40,424	41,548	42,671	43,794	44,917	46,039	47,162	48,284	49,409	50,531
	Theater Manager	48,375	49,718	51,062	52,405	53,749	55,094	56,438	57,781	59,125	60,468
	Technical Director	32,322	33,759	35,195	36,632	38,069	39,505				
	Theater Tech. Assistant	7.25	7.82	8.23	8.64						
	Administrative Data Specialist	59,386	60,908	62,432	63,954	65,476	66,999	68,522	70,044	71,566	73,089
	Administrative Systems Specialist	59,386	60,909	62,432	63,954	65,476	66,999	68,522	70,044	71,566	73,089
	Computer Network Technician (Tech 4)	59,386	60,908	62,432	63,954	65,476	66,999	68,522	70,044	71,566	73,089
	Systems Technician	34,434	35,209	36,001	36,811	37,639	38,486	39,352	40,237	41,143	41,968
	System Analyst	38,000									
	ICS Technician (Tech 3)	21.52	22.73	23.94	25.15	26.35					
	Computer Repair Tech (Tech 3)	21.52	22.73	23.94	25.15	26.35					
	Computer Tech Asst. - Summer	12.48	13.13								
	Video Communications Technician	21.52	22.73	23.94	25.15	26.35					
	Summer Software Installer	Negotiable									
	Computer Para Pro (Tech 1)	13.40									
	Help Desk Tech	15.30	16.24	17.16	18.12	19.00					
	Building Webmaster	16.76									
	Career Specialist pre 2006	23.85	25.04	26.23	27.42	28.62					
	Career Specialist	16.10	16.90	17.71	18.51	19.32					
	Career Ed. Tech Asst. *	13.70	15.30	16.69	18.30	19.86	21.52				
	Career Services Childcare Assistant	15.25	16.21	17.17	18.10	19.07					
	Building Blocks Supervisor	15.25	16.21	17.17	18.10	19.07					
	Building Blocks Aide	10.02	10.53	10.99	11.46	11.90					
	Comm. Based Inst. Aides	13.00	13.18	13.35							
	Title I Tutors*	11.79	12.84								
	KinderPlus Tutors	11.79	12.84								
	Health Care Aide	11.79	12.48	13.13							
	Health Care Aide (Catheter)	13.70									
	Noon Aide	10.02		11.22			12.48				
	Summer Temp. Cust/Maint.Asst.	8.75	9.04								
	Accompanist	23.87									
	Testing Accommodations Coordinator	\$500	(one stipend for each regular high school)								
	Test Proctor	15.61	(PSAT/ACT pay according to recommended ACT rate.)								
	Homebound Teacher	48.35	per student contact and two (2) contacts per week, approx. one (1) hour each. \$22/hour pre-approved assignments								
	Federally Supported										
	1) Experience Stipends: 5 yrs. = TESA Longevity I; 7 yrs. = TESA Longevity II; 10 yrs. = TESA Longevity III										

**PLAN DOCUMENT AND
SUMMARY PLAN DESCRIPTION
FOR**

**TROY SCHOOL DISTRICT
EMPLOYEE BENEFITS PLANS
NON-REP EMPLOYEES**

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INTRODUCTION

This document is a description of Troy School District Employee Benefits Plans Non-Rep Employees (the Plan). No oral interpretations can change this Plan. The Plan described is designed to protect Plan Participants against certain catastrophic health expenses.

Coverage under the Plan will take effect for an eligible Employee and designated Dependents when the Employee and such Dependents satisfy the Waiting Period and all the eligibility requirements of the Plan.

The Employer fully intends to maintain this Plan indefinitely. However, it reserves the right to terminate, suspend, discontinue or amend the Plan at any time and for any reason.

Changes in the Plan may occur in any or all parts of the Plan including benefit coverage, deductibles, maximums, copayments, exclusions, limitations, definitions, eligibility and the like.

Failure to follow the eligibility or enrollment requirements of this Plan may result in delay of coverage or no coverage at all. Reimbursement from the Plan can be reduced or denied because of certain provisions in the Plan, such as coordination of benefits, subrogation, exclusions, timeliness of COBRA elections, utilization review or other cost management requirements, lack of Medical Necessity, lack of timely filing of claims or lack of coverage. These provisions are explained in summary fashion in this document; additional information is available from the Plan Administrator at no extra cost.

The Plan will pay benefits only for the expenses incurred while this coverage is in force. No benefits are payable for expenses incurred before coverage began or after coverage terminated. An expense for a service or supply is incurred on the date the service or supply is furnished.

If the Plan is terminated, amended, or benefits are eliminated, the rights of Covered Persons are limited to Covered Charges incurred before termination, amendment or elimination.

This document summarizes the Plan rights and benefits for covered Employees and their Dependents and is divided into the following parts:

Eligibility, Funding, Effective Date and Termination. Explains eligibility for coverage under the Plan, funding of the Plan and when the coverage takes effect and terminates.

Schedule of Benefits. Provides an outline of the Plan reimbursement formulas as well as payment limits on certain services.

Benefit Descriptions. Explains when the benefit applies and the types of charges covered.

Cost Management Services. Explains the methods used to curb unnecessary and excessive charges.

This part should be read carefully since each Participant is required to take action to assure that the maximum payment levels under the Plan are paid.

Defined Terms. Defines those Plan terms that have a specific meaning.

Plan Exclusions. Shows what charges are **not** covered.

Claim Provisions. Explains the rules for filing claims.

Coordination of Benefits. Shows the Plan payment order when a person is covered under more than one plan.

Third Party Recovery Provision. Explains the Plan's rights to recover payment of charges when a Covered Person has a claim against another person because of injuries sustained.

Continuation Coverage Rights Under COBRA. Explains when a person's coverage under the Plan ceases and the continuation options which are available.

ELIGIBILITY, FUNDING, EFFECTIVE DATE AND TERMINATION PROVISIONS

A Plan Participant should contact the Plan Administrator to obtain additional information, free of charge, about Plan coverage of a specific benefit, particular drug, treatment, test or any other aspect of Plan benefits or requirements.

ELIGIBILITY

Eligible Classes of Employees. All Full-Time Active Employees of the Employer.

Eligibility Requirements for Employee Coverage. A person is eligible for Employee coverage from the first day that he or she:

- (1) is in a class eligible for coverage.
- (2) completes the employment Waiting Period of the first day of the month following the first day of work as an Active Employee. A "Waiting Period" is the time between the first day of employment and the first day of coverage under the Plan.

Eligible Classes of Dependents. A Dependent is any one of the following persons:

- (1) A covered Employee's Spouse and unmarried children from birth to the limiting age of 19 years, or 25 if dependent upon Employee for a majority of their support, and a Full-Time college student. When a child reaches the limiting age, coverage will end at the end of the Calendar Year.

The term "Spouse" shall mean the person recognized as the covered Employee's husband or wife under the laws of the state where the covered Employee lives. The Plan Administrator may require documentation proving a legal marital relationship.

The term "children" shall include natural children or adopted children. Step-children who reside in the Employee's household may also be included as long as a natural parent remains married to the Employee and also resides in the Employee's household.

If a covered Employee is the Legal Guardian of an unmarried child or children, these children may be enrolled in this Plan as covered Dependents.

The phrase "primarily dependent upon" shall mean dependent upon the covered Employee for support and maintenance as defined by the Internal Revenue Code and the covered Employee must declare the child as an income tax deduction. The Plan Administrator may require documentation proving dependency, including birth certificates, tax records or initiation of legal proceedings severing parental rights.

- (2) A covered Dependent child who reaches the limiting age and is Totally Disabled, incapable of self-sustaining employment by reason of mental or physical handicap, primarily dependent upon the covered Employee for support and maintenance and unmarried. The Plan Administrator may require, at reasonable intervals during the two years following the Dependent's reaching the limiting age, subsequent proof of the child's Total Disability and dependency.

After such two-year period, the Plan Administrator may require subsequent proof not more than once each year. The Plan Administrator reserves the right to have such Dependent examined by a Physician of the Plan Administrator's choice, at the Plan's expense, to determine the existence of such incapacity.

These persons are excluded as Dependents: other individuals living in the covered Employee's home, but who are not eligible as defined; the legally separated or divorced former Spouse of the Employee; any person who is on active duty in any military service of any country; or any person who is covered under the Plan as an Employee.

If a person covered under this Plan changes status from Employee to Dependent or Dependent to Employee, and the person is covered continuously under this Plan before, during and after the change in status, credit will be given for deductibles and all amounts applied to maximums.

If both mother and father are Employees, their children will be covered as Dependents of the mother or father, but not of both.

Eligibility Requirements for Dependent Coverage. A family member of an Employee will become eligible for Dependent coverage on the first day that the Employee is eligible for Employee coverage and the family member satisfies the requirements for Dependent coverage.

At any time, the Plan may require proof that a Spouse or a child qualifies or continues to qualify as a Dependent as defined by this Plan.

FUNDING

Cost of the Plan.

Full-Time Employees: Troy School District pays the entire cost of Employee coverage under this Plan.

Part-Time Employees: Troy School District shares the cost of Employee coverage under this Plan. Troy School District shares the cost of Dependent coverage under this Plan with the covered Employees.

The enrollment application for part-time Employee coverage will include a payroll deduction authorization. This authorization must be filled out, signed and returned with the enrollment application.

The level of any Employee contributions is set by the Plan Administrator. The Plan Administrator reserves the right to change the level of Employee contributions.

ENROLLMENT

Enrollment Requirements. An Employee must enroll for coverage by filling out and signing an enrollment application along with the appropriate payroll deduction authorization. If the covered Employee already has Dependent coverage, a newborn child will be automatically enrolled for 31 days from birth; otherwise, separate enrollment for a newborn child is required.

Enrollment Requirements for Newborn Children.

A newborn child of a covered Employee who has Dependent coverage is automatically enrolled in this Plan for 31 days, thereafter, the newborn child must be enrolled for coverage to be continued under this Plan. Charges for covered nursery care will be applied toward the Plan of the newborn child. If the newborn child is not enrolled in this Plan on a timely basis, as defined in the section "Timely Enrollments" following this section, there will be no payment from the Plan and the covered parent will be responsible for all costs.

Charges for covered routine Physician care will be applied toward the Plan of the newborn child. If the newborn child is not enrolled in this Plan on a timely basis, there will be no payment from the Plan and the covered parent will be responsible for all costs.

If the child is not enrolled within 31 days of birth, the enrollment will be considered a Late Enrollment.

TIMELY OR LATE ENROLLMENT

- (1) **Timely Enrollment** - The enrollment will be "timely" if the completed form is received by the Plan Administrator no later than 31 days after the person becomes eligible for the coverage, either initially or under a Special Enrollment Period.

If two Employees (husband and wife) are covered under the Plan and the Employee who is covering the Dependent children terminates coverage, the Dependent coverage may be continued by the other covered Employee with no Waiting Period as long as coverage has been continuous.

- (2) **Late Enrollment** - An enrollment is "late" if it is not made on a "timely basis" or during a Special Enrollment Period. Late Enrollees and their Dependents who are not eligible to join the Plan during a Special Enrollment Period may join only during open enrollment.

If an individual loses eligibility for coverage as a result of terminating employment or a general suspension of coverage under the Plan, then upon becoming eligible again due to resumption of employment or due to resumption of Plan coverage, only the most recent period of eligibility will be considered for purposes of determining whether the individual is a Late Enrollee.

The time between the date a Late Enrollee first becomes eligible for enrollment under the Plan and the first day of coverage is not treated as a Waiting Period. Coverage begins on the first day of the month following receipt of application.

SPECIAL ENROLLMENT PERIODS

The enrollment date for anyone who enrolls under a Special Enrollment Period is the first date of coverage. Thus, the time between the date a special enrollee first becomes eligible for enrollment under the Plan and the first day of coverage is not treated as a Waiting Period.

- (1) **Individuals losing other coverage.** An Employee or Dependent who is eligible, but not enrolled in this Plan, may enroll if each of the following conditions is met:
- (a) The Employee or Dependent was covered under a group health plan or had health insurance coverage at the time coverage under this Plan was previously offered to the individual.
 - (b) If required by the Plan Administrator, the Employee stated in writing at the time that coverage was offered that the other health coverage was the reason for declining enrollment.
 - (c) The coverage of the Employee or Dependent who had lost the coverage was under COBRA and the COBRA coverage was exhausted, or was not under COBRA and either the coverage was terminated as a result of loss of eligibility for the coverage (including as a result of legal separation, divorce, death, termination of employment or reduction in the number of hours of employment) or employer contributions towards the coverage were terminated.
 - (d) The Employee or Dependent requests enrollment in this Plan not later than 31 days after the date of exhaustion of COBRA coverage or the termination of coverage or employer contributions, described above. Coverage will begin no later than the first day of the first calendar month following the date the completed enrollment form is received.

If the Employee or Dependent lost the other coverage as a result of the individual's failure to pay premiums or required contributions or for cause (such as making a fraudulent claim), that individual does not have a Special Enrollment right.

- (2) **Dependent beneficiaries.** If:

- (a) The Employee is a participant under this Plan (or has met the Waiting Period applicable to becoming a participant under this Plan and is eligible to be enrolled under this Plan but for a failure to enroll during a previous enrollment period), and
- (b) A person becomes a Dependent of the Employee through marriage, birth, adoption or placement for adoption,

then the Dependent (and if not otherwise enrolled, the Employee) may be enrolled under this Plan as a covered Dependent of the covered Employee. In the case of the birth or adoption of a child, the Spouse of the covered Employee may be enrolled as a Dependent of the covered Employee if the Spouse is otherwise eligible for coverage.

The Dependent Special Enrollment Period is a period of 31 days and begins on the date of the marriage, birth, adoption or placement for adoption.

The coverage of the Dependent enrolled in the Special Enrollment Period will be effective:

- (a) in the case of marriage, as of the date of marriage; or
- (b) in the case of a Dependent's birth, as of the date of birth; or
- (c) in the case of a Dependent's adoption or placement for adoption, the date of the adoption or placement for adoption.

EFFECTIVE DATE

Effective Date of Employee Coverage. An Employee will be covered under this Plan as of the first day of the calendar month following the date that the Employee satisfies all of the following:

- (1) The Eligibility Requirement.
- (2) The Active Employee Requirement.
- (3) The Enrollment Requirements of the Plan.

Active Employee Requirement.

An Employee must be an Active Employee (as defined by this Plan) for this coverage to take effect.

Effective Date of Dependent Coverage. A Dependent's coverage will take effect on the day that the Eligibility Requirements are met; the Employee is covered under the Plan; and all Enrollment Requirements are met.

TERMINATION OF COVERAGE

When coverage under this Plan stops, Plan Participants will receive a certificate that will show the period of coverage under this Plan. Please contact the Plan Administrator for further details.

When Employee Coverage Terminates. Employee coverage will terminate on the earliest of these dates (except in certain circumstances, a covered Employee may be eligible for COBRA continuation coverage. For a complete explanation of when COBRA continuation coverage is available, what conditions apply and how to select it, see the section entitled Continuation Coverage Rights under COBRA):

- (1) The date the Plan is terminated.
- (2) The day the covered Employee ceases to be in one of the Eligible Classes. This includes death or termination of Active Employment of the covered Employee. (See the Continuation Coverage Rights under COBRA.)

Continuation of Health Care Insurance While on Leave of Absence. A person may remain eligible for a limited time if Active, full-time work ceases due to disability. Please refer to current Contract Language Section 4 – Health Insurance While on Health Care Leave.

While continued, coverage will be that which was in force on the last day worked as an Active Employee. However, if benefits reduce for others in the class, they will also reduce for the continued person.

Continuation During Family and Medical Leave. Regardless of the established leave policies mentioned above, this Plan shall at all times comply with the Family and Medical Leave Act of 1993 as promulgated in regulations issued by the Department of Labor.

During any leave taken under the Family and Medical Leave Act, the Employer will maintain coverage under this Plan on the same conditions as coverage would have been provided if the covered Employee had been continuously employed during the entire leave period.

If Plan coverage terminates during the FMLA leave, coverage will be reinstated for the Employee and his or her covered Dependents if the Employee returns to work in accordance with the terms of the FMLA leave. Coverage will be reinstated only if the person(s) had coverage under this Plan when the FMLA leave started, and will be reinstated to the same extent that it was in force when that coverage terminated. For example, Pre-Existing Conditions limitations and other Waiting Periods will not be imposed unless they were in effect for the Employee and/or his or her Dependents when Plan coverage terminated.

Rehiring a Terminated Employee. A terminated Employee who is rehired will be treated as a new hire and be required to satisfy all Eligibility and Enrollment requirements. However, if the Employee is returning to work directly from COBRA coverage, this Employee does not have to satisfy any employment waiting period.

Employees on Military Leave. Employees going into or returning from military service may elect to continue Plan coverage as mandated by the Uniformed Services Employment and Reemployment Rights Act under the following circumstances. These rights apply only to Employees and their Dependents covered under the Plan before leaving for military service.

- (1) The maximum period of coverage of a person under such an election shall be the lesser of:
 - (a) The 18 month period beginning on the date on which the person's absence begins; or
 - (b) The day after the date on which the person was required to apply for or return to a position of employment and fails to do so.
- (2) A person who elects to continue health plan coverage may be required to pay up to 102% of the full contribution under the Plan, except a person on active duty for 30 days or less cannot be required to pay more than the Employee's share, if any, for the coverage.
- (3) An exclusion or Waiting Period may not be imposed in connection with the reinstatement of coverage upon reemployment if one would not have been imposed had coverage not been terminated because of service. However, an exclusion or Waiting Period may be imposed for coverage of any Illness or Injury determined by the Secretary of Veterans Affairs to have been incurred in, or aggravated during, the performance of uniformed service.

When Dependent Coverage Terminates. A Dependent's coverage will terminate on the earliest of these dates (except in certain circumstances, a covered Dependent may be eligible for COBRA continuation coverage. For a complete explanation of when COBRA continuation coverage is available, what conditions apply and how to select it, see the section entitled Continuation Coverage Rights under COBRA):

- (1) The date the Plan or Dependent coverage under the Plan is terminated.
- (2) The date that the Employee's coverage under the Plan terminates for any reason including death. (See the Continuation Coverage Rights under COBRA.)
- (3) The date a covered Spouse loses coverage due to loss of dependency status. (See the Continuation Coverage Rights under COBRA.)
- (4) On the last day of the Calendar Year in which a Dependent child reaches the limiting age as defined by the Plan.
- (5) The end of the period for which the required contribution has been paid if the charge for the next period is not paid when due.

OPEN ENROLLMENT

OPEN ENROLLMENT

Every November, the annual open enrollment period, covered Employees and their covered Dependents will be able to change some of their benefit decisions based on which benefits and coverages are right for them.

Every November, the annual open enrollment period, Employees and their Dependents who are Late Enrollees will be able to enroll in the Plan.

Benefit choices made during the open enrollment period will become effective January 1st and remain in effect until the next January 1st unless there is a change in family status during the year (birth, death, marriage, divorce, adoption) or loss of coverage due to loss of a Spouse's employment. To the extent previously satisfied, coverage Waiting Periods will be considered satisfied when changing from one plan to another plan.

Benefit choices for Late Enrollees made during the open enrollment period will become effective January 1st.

A Plan Participant who fails to make an election during open enrollment will automatically retain his or her present coverages.

Plan Participants will receive detailed information regarding open enrollment from their Employer.

SCHEDULE OF BENEFITS

Verification of Eligibility (800) 221-4254

Call this number to verify eligibility for Plan benefits **before** the charge is incurred.

MEDICAL BENEFITS

All benefits described in this Schedule are subject to the exclusions and limitations described more fully herein including, but not limited to, the Plan Administrator's determination that: care and treatment is Medically Necessary; that charges are Usual and Reasonable; that services, supplies and care are not Experimental and/or Investigational. The meanings of these capitalized terms are in the Defined Terms section of this document.

Note: The following services must be precertified or reimbursement from the Plan may be reduced.

The attending Physician does not have to obtain precertification from the Plan for prescribing a maternity length of stay that is 48 hours or less for a vaginal delivery or 96 hours or less for a cesarean delivery.

Hospitalizations

Please see the Cost Management section in this booklet for details.

Please read the sections Alternate Treatment and Predetermination of Benefits in the Dental Plan. You will need to follow these sections or reimbursement from the Plan may be reduced.

The Plan is a plan which contains a Network Provider Organization.

PPO name: PPOM
Address: P.O. Box 2720
Farmington Hills, Michigan 48333
Telephone: (248) 357-7766
Fax: (248) 357-2418
E-mail: www.ppom.com

This Plan has entered into an agreement with certain Hospitals, Physicians and other health care providers, which are called Network Providers. Because these Network Providers have agreed to charge reduced fees to persons covered under the Plan, the Plan can afford to reimburse a higher percentage of their fees.

Therefore, when a Covered Person uses a Network Provider, that Covered Person will receive a higher payment from the Plan than when a Non-network Provider is used. It is the Covered Person's choice as to which Provider to use.

Additional information about this option, as well as a list of Network Providers, will be given to Plan Participants, at no cost, and updated as needed.

Deductibles/Copayments payable by Plan Participants

Deductibles/Copayments are dollar amounts that the Covered Person must pay before the Plan pays.

A deductible is an amount of money that is paid once a Calendar Year per Covered Person. Typically, there is one deductible amount per Plan and it must be paid before any money is paid by the Plan for any covered services. Each January 1st, a new deductible amount is required. However, covered expenses incurred in, and applied toward the deductible in October, November and December will be applied to the deductible in the next Calendar Year as well as the current Calendar Year. Deductibles do not accrue toward the 100% maximum out-of-pocket payment.

A copayment is a smaller amount of money that is paid each time a particular service is used. Typically, there may be copayments on some services and other services will not have any copayments. Copayments do not accrue toward the 100% maximum out-of-pocket payment.

	NETWORK PROVIDERS	NON-NETWORK PROVIDERS
MAXIMUM LIFETIME BENEFIT AMOUNT	\$1,000,000	
DEDUCTIBLE, PER CALENDAR YEAR		
Per Covered Person	N/A	\$100
Per Family Unit	N/A	\$200 or two persons
COINSURANCE	100%	90%
MAXIMUM OUT-OF-POCKET AMOUNT, PER CALENDAR YEAR		
Per Family Unit	N/A	\$1,000
The Plan will pay the designated percentage of Covered Charges until out-of-pocket amounts are reached, at which time the Plan will pay 100% of the remainder of Covered Charges for the rest of the Calendar Year unless stated otherwise.		
The following charges do not apply toward the out-of-pocket maximum and are never paid at 100%. Deductible(s) Cost containment penalties Copayments Outpatient mental health charges		
COVERED SERVICES	NETWORK PROVIDERS	NON-NETWORK PROVIDERS
Hospital Services		
Room and Board	100% the semiprivate room rate	100% of Reasonable and Customary Charges the semiprivate room rate
Intensive Care Unit	100% Hospital's ICU Charge	100% of Reasonable and Customary Charges Hospital's ICU Charge
Skilled Nursing Facility	100% the facility's semiprivate room rate within 14 days of a Hospital admission	100% of Reasonable and Customary Charges the facility's semiprivate room rate within 14 days of a Hospital admission
	730 days combined per Calendar Year maximum Renew when patient is out of the Hospital or Facility for 60 days	
Physician Services		
Inpatient visits	100%	100% of Reasonable and Customary Charges
Office visits (Routine office visits are not covered)	100%	90% of Reasonable and Customary Charges
Surgery	100%	100% of Reasonable and Customary Charges
Allergy testing	100%	90% of Reasonable and Customary Charges after deductible and coinsurance
Allergy serum and injections	100%	90% of Reasonable and Customary Charges after deductible and coinsurance
Home Health Care	100%	100% of Reasonable and Customary Charges
	30 days combined per Calendar Year maximum	

COVERED SERVICES	NETWORK PROVIDERS	NON-NETWORK PROVIDERS
Inpatient Prescription Drugs	100%	100% of Reasonable and Customary Charges after deductible and coinsurance
Outpatient Private Duty Nursing	100%	90% of Reasonable and Customary Charges after deductible and coinsurance
Hospice Care	100%	100% of Reasonable and Customary Charges
	\$5,000 combined inpatient and outpatient Lifetime maximum	
Ambulance Service	100%	90% of Reasonable and Customary Charges after deductible and coinsurance
Jaw Joint/TMJ	100%	90% of Reasonable and Customary Charges after deductible and coinsurance
	\$450 combined per Lifetime maximum	
Occupational Therapy	100%	90% of Reasonable and Customary Charges after deductible and coinsurance
Speech Therapy	100%	90% of Reasonable and Customary Charges after deductible and coinsurance
Physical Therapy	100%	90% of Reasonable and Customary Charges after deductible and coinsurance
Durable Medical Equipment	100%	90% of Reasonable and Customary Charges after deductible and coinsurance
Prosthetics	100%	90% of Reasonable and Customary Charges after deductible and coinsurance
Orthotics	100%	90% of Reasonable and Customary Charges after deductible and coinsurance
Spinal Manipulation Chiropractic	100% after copayment	90% of Reasonable and Customary Charges after deductible and coinsurance
Mental Disorders		
Inpatient	100%	100% of Reasonable and Customary Charges
	45 days combined per Calendar Year maximum	
Outpatient	90%	90% of Reasonable and Customary Charges
	45 days combined per Calendar Year maximum	
Substance Abuse		
Inpatient	100%	100% of Reasonable and Customary Charges
	45 days combined per Calendar Year maximum	
Outpatient	100%	90% of Reasonable and Customary Charges
	35 days combined per Calendar Year maximum 140 visits combined per Lifetime maximum	

COVERED SERVICES	NETWORK PROVIDERS	NON-NETWORK PROVIDERS
Preventive Care		
Routine Well Adult Care (Cancer Screenings, does not include office visits)	100%, not subject to office visit copayment	90% of Reasonable and Customary Charges after deductible and coinsurance
Includes: pap smear, mammogram, prostate screening, gynecological exam, colon and rectum.		
Frequency limits for mammogram		
Ages 35 – 39..... One baseline mammogram		
Ages 40 – 49..... One every two years		
Ages 50 and over..... One mammogram per Calendar Year		
Inpatient Routine Well Newborn Care	100% after \$10.00 copayment	100% of Reasonable and Customary Charges after deductible and coinsurance
Routine Well Child Care (Does not include office visits)	100%	90% of Reasonable and Customary Charges
Includes: Immunizations and injections.		
Organ Transplants	100%	100% of Reasonable and Customary Charges
	\$1,000,000 for each type of transplant per Lifetime maximum	
Medical Weight Loss (Only for Morbid Obesity)	100% Plan covers up to \$625	90% of Reasonable and Customary Charges after deductible and coinsurance Plan covers up to \$625
Pregnancy	100%	100% of Reasonable and Customary Charges

PRESCRIPTION DRUG EXPENSE BENEFITS

PRESCRIPTION DRUG BENEFIT

Pharmacy Option

Generic drugs

Copayment..... \$5.00

Brand Name drugs

Copayment..... ~~\$10.00~~
20.00

See 2nd Amendment

Mail Order Prescription Drug Option (One copayment for 90 days)

Generic drugs

Copayment..... ~~\$2.00~~ 5.00 - 3 month supply

Brand Name drugs

Copayment..... ~~\$5.00~~ 20.00 - 3 month supply

See 2nd Amendment

SCHEDULE OF VISION BENEFITS

Vision Examination Reasonable and Customary
Charges \$49.50 Maximum
Amount

Corrective Lenses (Each) Reasonable and Customary
Charges
According to the Fee Schedule

- Single Vision
- Bi-Focal
- Tri-Focal
- Lenticular

Frames Reasonable and Customary
Charges, \$100.00 Maximum
Amount

Contact Lenses (Including the Exam)..... \$137.50 Maximum

Please Note: For each plan year, charges for contact lenses and the examination are in lieu of all other covered charges during the plan year for each Covered Person.

Benefit year for vision is January 1st through December 31st.

SCHEDULE OF DENTAL EXPENSE BENEFITS

PLAN A

The following Schedule of Dental Expense Benefits is applicable to those Employees without dental coverage through another source:

Class I Benefits	80% of Reasonable and Customary Charges
(diagnostic, preventive & emergency palliative)	
Class I Benefits	80% of Reasonable and Customary Charges
(balance of Class I Benefits including radiographs)	
Class II Benefits	80% of Reasonable and Customary Charges
(prosthodontic dental services)	
Class III Benefits	80% of Reasonable and Customary Charges
(orthodontic dental services to age 19)	
Individual Maximum per Benefit Year for Class I & II.....	\$1,000.00
Lifetime Individual Maximum for Class III Benefits	\$1,000.00

PLAN B

The following Schedule of Dental Expense Benefits is applicable to those Employees who have Dental Coverage through another source:

Class I Benefits	50% of Reasonable and Customary Charges
(basic dental services)	
Class II Benefits	50% of Reasonable and Customary Charges
(prosthodontic dental services)	
Class III Benefits	50% of Reasonable and Customary Charges
(orthodontic dental services to age 19)	
Individual Maximum per Benefit Year for Class I & II.....	\$1,000.00
Lifetime Individual Maximum for Class III Benefits	\$1,000.00

Please Note: Benefit Plan Year for Dental is January 1st to December 31st.

Secretary Overview Comparison Between MESSA Choices II In-Network and Out-of-Network

This is a brief summary of coverage and is not a complete description of benefits.

Caution: If a category of coverage in which you are interested is not mentioned in this summary, do not assume that it is or is not a covered benefit.

SERVICE	MESSA CHOICES II PPO IN-NETWORK – (After Deductible)	MESSA CHOICES II PPO OUT-OF-NETWORK - (After Deductible)
Deductible, Co-payments and Dollar Maximums		
Deductible	\$100 per person/\$200 per family in a calendar year	\$250 per person/\$500 per family in a calendar year
Maximum Out-of-Pocket	None – due to minimal co-payments and 100% coverage for most services	\$2,000 per person/ \$4,000 family in a calendar year.
Lifetime Maximum	Unlimited for all covered services and as noted below for individual services	Unlimited for all covered services and as noted below for individual services
Type of Service		
Office Visits	\$20 co-payment	80% of the approved amount
Prescription Drug Coverage (mail order available)	\$10 Generic/\$20 Brand co-payment	75% minus the co-payment
Inpatient Hospital <ul style="list-style-type: none"> Semi-private room and board (includes supplies and services) Physician charges 	100%	80% of the approved amount
Surgical Services Includes: surgeon, assistant surgeon and anesthesiologist charges	100%	80% of the approved amount
Hospital Emergency Room (ER) Co-payment waived if admitted or due to accidental injury <ul style="list-style-type: none"> Hospital Charges 	\$50 co-payment	\$50 co-payment
<ul style="list-style-type: none"> ER Physician Charges 	100%	80% of the approved amount
Urgent Care – Co-payment waived if services are required to treat a medical emergency or accidental injury	\$25 co-payment	80% of the approved amount
Allergy Testing & Therapy	100%	80% of the approved amount
Chiropractic Services including Modalities Up to 38 visits (combination of in-network and out of network visits) per calendar year	100%	80% of the approved amount
Diagnostic Lab & X-Ray	100%	80% of the approved amount
Radiation & Chemotherapy	100%	80% of the approved amount

SERVICE	MESSA CHOICES II PPO IN-NETWORK	MESSA CHOICES II PPO OUT-OF-NETWORK
Preventive Care <ul style="list-style-type: none"> Well baby and well child care visits: <ul style="list-style-type: none"> *6 visits from birth through 12 months *6 visits from 13 months through 23 months *2 visits from 24 months through 35 months *2 visits from 36 months through 47 months *1 visit per birth year for children 40 months through age 15 Childhood and Adult Immunizations – As recommended by the Advisory Committee on Immunization Practices and the American Academy of Pediatrics Cancer Screenings Health Maintenance Exams – age 16 through adult, 1 per calendar year 	100% No deductible (Adult immunizations Are covered)	Not covered (except for mammograms)
Additional Covered Services <ul style="list-style-type: none"> Medical Supplies and Equipment Ambulance Hearing Care (<i>plan limits apply</i>) Skilled Nursing Facility Hospice Home Health Care Human Organ Transplant – when authorized and performed at an approved facility(<i>plan limits apply</i>) 	100%	100% of the approved amount* In-network deductible applies when there is no network for services
Mental Health and Substance Abuse Outpatient Care <ul style="list-style-type: none"> Mental health care – combined limit of 50 in-network and out-of-network visits per member, per calendar year Substance abuse treatment – care must be provided in a licensed substance abuse facility 	90%	80% of the approved amount
Mental Health and Substance Abuse Inpatient – Pre-authorization required	100%	80% of the approved amount
Outpatient Physical and Speech Therapy Up to a combined benefit maximum of 60 visits per member per calendar year, whether obtained from an in-network or out-of-network provider	100%	80% of the approved amount

**TROY SCHOOL DISTRICT
PUPIL TRANSPORTATION SERVICES
REQUEST FOR PROPOSAL # 9595**

ATTACHMENT E

Vehicle and Equipment Information

MICHIGAN DEPARTMENT OF EDUCATION
OFFICE OF SPECIAL EDUCATION/EARLY INTERVENTION SERVICES
FINANCE AND PROGRAM MANAGEMENT UNIT
BOX 30008, LANSING MICH. 48909
SCHOOL BUS INVENTORY
SCHOOL YEAR: 2007-2008

PROG J2317
J23DO
PAGE 1

SE 4107 FINAL

RUN DATE: 07/16/08

SCHOOL CODE:..... 63150

SCHOOL DISTRICT NAME TROY SCHOOL DISTRICT

ISD.. 63

REF.# (1)	VEH# (2)	CHAS (3)	VIN# (4)	YOP (5)	YOM (6)	BDYSTYLFUELEQIP CAP (7) (8) (9) (10) (11)						COST (12)	STAT (13)	AT (14)	DEPRECIATION		
															LSTYRTOT	YR (15)	TOT (16)
27243	31	14	1T7HR4B2XW1162352	1998	1998	14	T	01	02		78	63,198	R	B	56,878	6,320	63,198
27244	32	14	1T7HR4B21W1162353	1998	1998	14	T	01	02		78	63,198	S	B	56,878	6,320	63,198
27245	33	14	1T7HR4B23W1162354	1998	1998	14	T	01	02		78	63,198	R	B	56,878	6,320	63,198
28794	37	14	1T7HT4B21Y1077629	1998	1999	14	T	01	02		84	72,949	R	B	65,654	7,295	72,949
28795	38	14	1T7HT4B28Y1077630	1998	1999	14	T	01	02		84	72,949	R	B	65,654	7,295	72,949
28796	39	14	1T7HT4B2XY1077631	1998	1999	14	T	01	02		84	72,949	R	B	65,654	7,295	72,949
28797	40	14	1T7HR4B2XY1080334	1998	1999	14	T	01	02		78	71,230	R	B	64,107	7,123	71,230
28798	41	14	1T7HR4B21Y1080335	1998	1999	14	T	01	02		78	71,230	S	B	64,107	7,123	71,230
28799	42	14	1T7HR4B28Y1077626	1998	1999	14	T	01	02		78	71,230	R	B	64,107	7,123	71,230
28800	43	14	1T7HR4B2XY1077627	1998	1999	14	T	01	02		78	71,230	R	B	64,107	7,123	71,230
28801	44	14	1T7HR4B21Y1077628	1998	1999	14	T	01	02		78	71,230	S	B	64,107	7,123	71,230
31790	12	14	1T7HT4B2111104642	2000	2001	14	T	01	02		84	75,377	R	B	52,763	7,538	60,301
31791	45	14	1T7HT4B2411091711	2000	2001	14	T	01	02		84	73,925	S	B	51,747	7,393	59,140
31792	46	14	1T7HT4B2611091712	2000	2001	14	T	01	02		84	73,925	R	B	51,747	7,393	59,140
31793	47	14	1T7HT4B2811091713	2000	2001	14	T	01	02		84	73,925	R	B	51,747	7,393	59,140
31794	48	14	1T7HT4B2X11091714	2000	2001	14	T	01	02		84	73,925	R	B	51,747	7,393	59,140
31795	49	14	1T7HT4B2811104640	2000	2001	14	T	01	02		84	75,377	S	B	52,763	7,538	60,301
31796	50	14	1T7HT4B2X11104641	2000	2001	14	T	01	02		84	75,377	R	B	52,763	7,538	60,301
31797	51	01	1BABKBPA61F200256	2000	2001	01	T	01	02		78	71,137	R	B	49,795	7,114	56,909
31798	52	01	1BABKBPA81F200257	2000	2001	01	T	01	02		78	71,137	R	B	49,795	7,114	56,909

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														LSTYRTOT (15)	YR (15)	
31799	54	14	1T7HT4B2311104643	2000	2001	14	T	01	02	84	75,377	R	B	52,763	7,538	60,301
31800	55	01	1BABKBPA11F200259	2000	2001	01	T	01	02	78	71,137	R	B	49,795	7,114	56,909
31801	56	01	1BABKBPA81F200260	2000	2001	01	T	01	02	78	71,137	R	B	49,795	7,114	56,909
31802	57	01	1BABKBPA1F200261	2000	2001	01	T	01	02	78	71,137	R	B	49,795	7,114	56,909
31803	58	14	1T7HT4B2021112359	2000	2001	14	T	01	02	84	78,390	R	B	54,873	7,839	62,712
31804	109	15	4UZ6CFAA9YCG70974	2000	2001	14	C	01	02	48	54,042	2	A	0	0	54,042
31805	110	15	4UZAABW61CH94183	2000	2001	14	C	01	02	48	48,824	2	A	0	0	48,824
31806	111	15	4UZAABW81CH94184	2000	2001	14	C	01	02	48	48,824	C	A	0	0	48,824
31807	112	15	4UZAABV11CH94180	2000	2001	14	C	01	02	48	49,748	C	A	0	0	49,748
32673	115	08	1HVBBABP31H402370	2000	2001	14	C	01	04	41	61,924	2	A	0	0	61,924
32674	116	08	1HVBBABP51H402371	2000	2001	14	C	01	04	41	61,924	2	A	0	0	61,924
32675	118	08	1HVBBABP71H402372	2000	2001	14	C	01	04	41	61,924	C	A	0	0	61,924
32676	119	08	1HVBBABP91H402373	2000	2001	14	C	01	04	41	61,924	C	A	0	0	61,924
35077	8	08	4DRBJAAR63A950821	2002	2002	08	T	01	99	78	75,274	R	B	37,637	7,527	45,164
35078	9	08	4DRBJAAR83A950822	2002	2002	08	T	01	99	78	75,274	R	B	37,637	7,527	45,164
35079	10	08	4DRBJAARX3A950823	2002	2002	08	T	01	99	78	75,274	R	B	37,637	7,527	45,164
35080	11	08	4DRBJAAR13A950824	2002	2002	08	T	01	99	78	75,274	R	B	37,637	7,527	45,164
35081	18	08	4DRBJAAR83A950819	2002	2002	08	T	01	04	63	81,060	R	A	57,900	11,580	69,480
35082	19	08	4DRBJAAR43A950820	2002	2002	08	T	01	04	63	81,060	C	A	57,900	11,580	69,480
35083	59	08	4DRBJAAR53A950826	2002	2002	08	T	01	99	78	75,274	R	B	37,637	7,527	45,164

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						(7)	(8)	(9)	(10)	(11)				LSTYRTOT (15)	YR (15)	TOT (16)
35084	60	08	4DRBJAAR33A950825	2002	2002	08	T	01	99	78	75,274	R	B	37,637	7,527	45,164
35085	105	08	1HVBBABPX3H568680	2002	2002	01	C	01	04	30	71,462	2	A	51,044	10,209	61,253
35086	106	08	1HVBBABP33H568679	2002	2002	01	C	01	04	30	71,462	2	A	51,044	10,209	61,253
35087	107	08	1HVBBABP13H568681	2002	2002	01	C	01	04	24	66,068	2	A	47,191	9,438	56,629
35089	53	01	1BABKBPAX1F200258	2000	2001	01	T	01	02	78	71,137	R	B	49,795	7,114	56,909
35090	108	08	1HVBBABMX1H402369	2000	2001	14	C	01	04	25	67,636	2	A	0	0	67,636
38919	103	15	4UZAAWDHX5CU44069	2005	2004	14	C	01	04	36	72,066	2	A	20,590	10,295	30,885
38920	102	15	4UZAAWCP24CM82466	2004	2003	14	C	01	04	36	69,649	2	A	29,849	9,950	39,799
39340	100	08	4DRBUAFP76B172946	2005	2005	08	C	01	04	30	71,888	2	A	20,539	10,270	30,809
39341	101	08	4DRBUAFP96B172947	2005	2005	08	C	01	04	30	71,888	C	A	20,539	10,270	30,809
39357	4	01	1BABKBXA54F216453	2003	2004	01	T	01	02	78	78,660	R	B	31,464	7,866	39,330
39358	21	08	1HVBBABP94H611262	2003	2004	01	C	01	04	27	77,110	2	A	44,062	11,016	55,078
39359	26	08	1HVBBABP44H611265	2003	2004	01	C	01	04	24	68,422	2	A	39,098	9,774	48,872
39360	28	08	1HVBBABP04H611263	2003	2004	01	C	01	04	27	77,110	2	A	44,062	11,016	55,078
39361	61	01	1BABKBXA34F216452	2003	2004	01	T	01	02	78	78,660	R	B	31,464	7,866	39,330
39362	62	01	1BABKBXA74F216454	2003	2004	01	T	01	02	78	78,660	R	B	31,464	7,866	39,330
39363	63	01	1BABKBXA94F216455	2003	2004	01	T	01	02	78	78,660	R	B	31,464	7,866	39,330
39364	104	08	1HVBBABP24H611264	2003	2004	01	C	01	04	27	77,110	2	A	44,062	11,016	55,078
39365	117	08	1HVBBABP64H611266	2003	2004	01	C	01	04	24	68,422	2	A	39,098	9,774	48,872
39366	120	08	4DRBUAFP06B172948	2005	2005	08	C	01	04	30	76,290	2	A	21,797	10,898	32,695

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						(7)	(8)	(9)	(10)	(11)				LSTYRTOT (15)	YR (15)	TOT (16)
40203	1	01	1BABKBXA56F232123	2005	2005	01	T	01	02	78	82,709	R	B	16,541	8,271	24,812
40204	2	01	1BABKBXA76F232124	2005	2005	01	T	01	02	78	82,709	R	B	16,541	8,271	24,812
40205	3	01	1BABKBXA96F232125	2005	2005	01	T	01	02	78	82,709	R	B	16,541	8,271	24,812
40206	5	01	1BABKBXA06F232126	2005	2005	01	T	01	02	78	82,709	R	B	16,541	8,271	24,812
40207	6	01	1BABKBXA36F232122	2005	2005	01	T	01	02	78	82,709	R	B	16,541	8,271	24,812
40208	7	01	1BABKBXA26F232127	2005	2005	01	T	01	02	78	82,709	R	B	16,541	8,271	24,812
40209	15	01	1BABKBXA46F232128	2005	2005	01	T	01	02	78	82,709	R	B	16,541	8,271	24,812
40211	64	01	1BABKBXA06F237844	2005	2006	01	T	01	02	78	93,233	S	B	18,646	9,323	27,969
40212	65	01	1BABKBXA26F237845	2005	2006	01	T	01	02	78	93,233	S	B	18,646	9,323	27,969
40319	23	08	4DRBUAFP67B333207	2006	2006	08	C	01	04	16	83,615	2	A	11,944	11,945	23,889
40320	27	08	4DRBUAFP87B333208	2006	2006	08	C	01	04	16	83,615	T	A	11,944	11,945	23,889
40321	29	08	4DRBUAFPX7B333209	2006	2006	08	C	01	04	16	83,615	2	A	11,944	11,945	23,889
40322	121	08	4DRBUAFP47B333206	2006	2006	08	C	01	04	36	78,395	2	A	11,199	11,199	22,398
41489	22	08	4DRBUAFN57B502843	2006	2006	08	C	01	04	33	83,037	C	A	11,862	11,862	23,724
41490	24	08	4DRBUAFP87B408392	2006	2006	08	C	01	04	30	73,968	S	A	10,566	10,567	21,133
41491	25	08	4DRBUAFP47B408390	2006	2006	08	C	01	04	18	78,442	C	A	11,205	11,206	22,411
41492	113	08	4DRBUAFP67B408391	2006	2006	08	C	01	04	18	78,442	C	A	11,205	11,206	22,411
41493	114	08	4DRBUAFN17B502841	2006	2006	08	C	01	04	36	83,037	2	A	11,862	11,862	23,724
41494	122	08	4DRBUAFN37B502842	2006	2006	08	C	01	04	36	83,037	2	A	11,862	11,862	23,724
41495	123	08	4DRBUAFN58B502844	2006	2006	08	C	01	04	33	83,037	2	A	11,862	11,862	23,724

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															LSTYRTOT	YR (15)	TOT (16)
41559	14	01	1BAKGCPA08F242651	2006	2008	01	C	01	99	77	70,730	R	B		7,073	7,073	14,146
41560	16	01	1BAKGCPA28F242652	2006	2008	01	C	01	99	77	70,730	R	B		7,073	7,073	14,146
41561	17	01	1BAKGCPA48F242653	2006	2008	01	C	01	99	77	70,730	R	B		7,073	7,073	14,146
41562	20	01	1BAKGCPA68F242654	2006	2008	01	C	01	99	77	70,730	R	B		7,073	7,073	14,146
41563	30	01	1BAKGCPA88F242655	2006	2008	01	C	01	99	77	70,730	R	B		7,073	7,073	14,146
41564	34	01	1BAKGCPA98F242762	2006	2008	01	C	01	99	77	70,730	R	B		7,073	7,073	14,146
41565	35	01	1BAKGCPA88F248391	2006	2008	01	C	01	99	77	70,730	R	B		7,073	7,073	14,146
41566	36	01	1BAKGCPAX8F248392	2006	2008	01	C	01	99	77	70,730	R	B		7,073	7,073	14,146
43642	124	08	4DRBUAAN09B040010	2008	2009	08	C	01	04	13	90,987	C	A		0	0	0
43643	125	08	4DRBUAAN29B040011	2008	2009	08	C	01	04	13	90,987	C	A		0	0	0
43644	126	08	4DRBUAAN49B040012	2008	2009	08	C	01	04	30	86,412	C	A		0	0	0
43645	127	08	4DRBUAAN69B040013	2008	2009	08	C	01	04	30	86,412	C	A		0	0	0

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CONSULT FUNDING PACKET TIME LINE FOR MAILING INSTRUCTIONS

DISTRICT TOTALS		TOTAL ANNUAL AMORTIZATION
R	REGULARS	47 353897 -
S	SPARES	8 64710
C	COMBINED USAGE	13 56124 -
2	SPEC ED SECTION 52	23 194540
T	SPEC ED SECTION 52 SPARES	1 11945

TROY SCHOOL DISTRICT														
TRANSPORTATION DEPARTMENT														
2008-2009 VEHICLE LISTING														
BUS	YEAR	CHASSIS	BODY	SERIAL #	PLATE #	PURCH OR DLVR DATE	ENG TYPE G/D/CNG	TRANS TYPE STD/AUTO	BRAKE TYPE HYD/AIR	MILEAGE	SEATS	WHEEL CHAIR	I/C SEATS	AIR CONDITION
1	2005	BLUEBIRD	78 PASS BLUEBIRD	1BABKBXA56F232123	077 X 301	DLVR 08-24-05	Cumm-C Diesel	Allison 3000PTS	Air	37,151				N
2	2005	BLUEBIRD	78 PASS BLUEBIRD	1BABKBXA76F232124	077 X 302	DLVR 08-24-05	Cumm-C Diesel	Allison 3000PTS	Air	36,093				N
3	2005	BLUEBIRD	78 PASS BLUEBIRD	1BABKBXA96F232125	077 X 303	DLVR 08-24-05	Cumm-C Diesel	Allison 3000PTS	Air	36,199				N
4	2004	BLUEBIRD	78 PASS BLUEBIRD	1BABKBXA54F216453	077 X 304	DLVR 09-10-03	Cumm-C Diesel	Allison 3000PTS	Air	67,174				N
5	2005	BLUEBIRD	78 PASS BLUEBIRD	1BABKBXA06F232126	077 X 305	DLVR 08-24-05	Cumm-C Diesel	Allison 3000PTS	Air	29,921				N
6	2005	BLUEBIRD	78 PASS BLUEBIRD	1BABKBXA36F232122	077 X 306	DLVR 08-31-05	Cumm-C Diesel	Allison 3000PTS	Air	39,407				N
7	2005	BLUEBIRD	78 PASS BLUEBIRD	1BABKBXA26F232127	077 X 307	DLVR 08-24-05	Cumm-C Diesel	Allison 3000PTS	Air	35,544				N
8	2002	INTERNATIONAL	78 PASS INTERNATIONAL	4DRBJAAR63A950821	077 X 308	Sep-02	DT-466E Diesel	Allison MD3060	Air	67,733				N
9	2002	INTERNATIONAL	78 PASS INTERNATIONAL	4DRBJAAR83A950822	077 X 309	Sep-02	DT-466E Diesel	Allison MD3060	Air	67,449				N
10	2002	INTERNATIONAL	78 PASS INTERNATIONAL	4DRBJAARX3A950823	077 X 310	Sep-02	DT-466E Diesel	Allison MD3060	Air	66,904				N
11	2002	INTERNATIONAL	78 PASS INTERNATIONAL	4DRBJAAR13A950824	077 X 311	Sep-02	DT-466E Diesel	Allison MD3060	Air	57,950				N
12	2001	THOMAS	84 PASS SAF-T-LINER	1T7HT4B2111104642	077 X 312	Jun-00	Cumm ISB Diesel	Allison MD3060	Air	91,208				N
14	2008	BLUEBIRD	77 PASS BLUEBIRD	1BAKGCPA08F242651	077 X 314	DLVR 12-28-06	Cumm ISB Diesel	Allison 3000PTS	Air	20,387				N
15	2005	BLUEBIRD	78 PASS BLUEBIRD	1BABKBXA46F232128	077 X 315	DLVR 08-24-05	Cumm-C Diesel	Allison 3000PTS	Air	35,349				N
16	2008	BLUEBIRD	77 PASS BLUEBIRD	1BAKGCPA28F242652	077 X 316	DLVR 12-28-06	Cumm ISB Diesel	Allison 3000PTS	Air	25,518				N
17	2008	BLUEBIRD	77 PASS BLUEBIRD	1BAKGCPA48F242653	077 X 317	DLVR 12-28-06	Cumm ISB Diesel	Allison 3000PTS	Air	25,110				N
18	2002	INTERNATIONAL	63 PASS INTERNATIONAL	4DRBJAAR83A950819	077 X 318	Sep-02	DT-466E Diesel	Allison MD3060	Air	49,710				N
19	2002	INTERNATIONAL	63 PASS INTERNATIONAL	4DRBJAAR43A950820	077 X 319	Sep-02	DT-466E Diesel	Allison MD3060	Air	47,142				N
20	2008	BLUEBIRD	77 PASS BLUEBIRD	1BAKGCPA68F242654	077 X 320	DLVR 12-28-06	Cumm ISB Diesel	Allison 3000PTS	Air	19,938				N
21	2004	INTERNATIONAL	27 PASS BLUEBIRD	1HVBBABP94H611262	077 X 321	DLVR 10-24-03	T-444-E Diesel	Allison 2000	Hydra	91,308	4	4	8	Y
22	2007	INTERNATIONAL	33 PASS INTERNATIONAL	4DRBUAFN57B502843	077 X 322	DLVR 10-11-06	VT 365 Diesel	Allison 2500 PTS	Air	28,405	9	1	18	Y
23	2006	INTERNATIONAL	16 PASS INTERNATIONAL	4DRBUAFP67B333207	077 X 323	DLVR 01-17-06	VT 365 Diesel	Allison 2500 PTS	Hydra full power	31,097	9	1	17	Y
24	2007	INTERNATIONAL	30 PASS INTERNATIONAL	4DRBUAFP87B408392	077 X 324	DLVR 07-21-06	VT 365 Diesel	Allison 2500 PTS	Hydra full power	41,429	10		20	Y
25	2007	INTERNATIONAL	18 PASS INTERNATIONAL	4DRBUAFP47B408390	077 X 325	DLVR 07-21-06	VT 365 Diesel	Allison 2500 PTS	Hydra full power	37,227	6	1	12	Y
26	2004	INTERNATIONAL	24 PASS BLUE BIRD	1HVBBABP44H611265	077 X 326	DLVR 10-21-03	T-444-E Diesel	Allison 2000	hydra	77,658	10		20	Y
27	2006	INTERNATIONAL	16 PASS INTERNATIONAL	4DRBUAFP87B333208	077 X 327	DLVR 01-17-06	VT 365 Diesel	Allison 2500 PTS	Hydra full power	39,927	4	4	8	Y
28	2004	INTERNATIONAL	30 PASS BLUE BIRD	1HVBBABP04H611263	077 X 328	DLVR 10-24-03	T-444-E Diesel	Allison 2000	hydra	56,614	5	4	10	Y
29	2006	INTERNATIONAL	16 PASS INTERNATIONAL	4DRBUAFPX7B333209	077 X 329	DLVR 01-17-06	VT 365 Diesel	Allison 2500 PTS	Hydra full power	41,712	7	1	14	Y
30	2008	BLUEBIRD	77 PASS BLUEBIRD	1BAKGCPA88F242655	077 X 330	DLVR 12-28-06	Cumm ISB Diesel	Allison 3000PTS	Air	21,221				N
31	2009	BLUEBIRD	77 PASS BLUEBIRD	1BAKGCPA79F259190	077 X 331	DLVR 04-21-08	Cumm ISB Diesel	Allison 3000PTS	Air	5,409				N
32	2009	BLUEBIRD	77 PASS BLUEBIRD	1BAKGCPA99F259191	077 X 332	DLVR 04-21-08	Cumm ISB Diesel	Allison 3000PTS	Air	4,541				N
33	2009	BLUEBIRD	77 PASS BLUEBIRD	1BAKGCPA09F259192	077 X 333	DLVR 04-21-08	Cumm ISB Diesel	Allison 3000PTS	Air	5,742				N
34	2008	BLUEBIRD	77 PASS BLUEBIRD	1BAKGCPA98F242762	077 X 334	DLVR 12-28-06	Cumm ISB Diesel	Allison 3000PTS	Air	19,837				N
35	2008	BLUEBIRD	77 PASS BLUEBIRD	1BAKGCPA88F248391	077 X 335	DLVR 12-28-06	Cumm ISB Diesel	Allison 3000PTS	Air	21,028				N
36	2008	BLUEBIRD	77 PASS BLUEBIRD	1BAKGCPAX8F248392	077 X 336	DLVR 12-28-06	Cumm ISB Diesel	Allison 3000PTS	Air	19,316				N
37	2009	BLUEBIRD	77 PASS BLUEBIRD	1BAKGCPA29F259193	077 X 337	DLVR 04-21-08	Cumm ISB Diesel	Allison 3000PTS	Air	5,720				N
38	2009	BLUEBIRD	77 PASS BLUEBIRD	1BAKGCPA49F259194	077 X 338	DLVR 04-21-08	Cumm ISB Diesel	Allison 3000PTS	Air	8,860				N

TROY SCHOOL DISTRICT														
TRANSPORTATION DEPARTMENT														
2008-2009 VEHICLE LISTING														
BUS	YEAR	CHASSIS	BODY	SERIAL #	PLATE #	PURCH OR DLVR DATE	ENG TYPE G/D/CNG	TRANS TYPE STD/AUTO	BRAKE TYPE HYD/AIR	MILEAGE	SEATS	WHEEL CHAIR	I/C SEATS	AIR CONDITION
39	2009	BLUEBIRD	77 PASS BLUEBIRD	1BAKGCPA69F259195	077 X 339	DLVR 04-21-08	Cumm ISB Diesel	Allison 3000PTS	Air	6,965				N
40	2009	BLUEBIRD	77 PASS BLUEBIRD	1BAKGCPA89F259196	077 X 340	DLVR 04-21-08	Cumm ISB Diesel	Allison 3000PTS	Air	8,161				N
41	2009	BLUEBIRD	77 PASS BLUEBIRD	1BAKGCPAX9F259197	077 X 341	DLVR 04-21-08	Cumm ISB Diesel	Allison 3000PTS	Air	8,676				N
42	2009	BLUEBIRD	77 PASS BLUEBIRD	1BAKGCPA19F259198	077 X 342	DLVR 04-21-08	Cumm ISB Diesel	Allison 3000PTS	Air	8,329				N
43	2009	BLUEBIRD	77 PASS BLUEBIRD	1BAKGCPA39F259199	077 X 343	DLVR 04-21-08	Cumm ISB Diesel	Allison 3000PTS	Air	8,448				N
44	2009	BLUEBIRD	77 PASS BLUEBIRD	1BAKGCPA69F259200	077 X 344	DLVR 04-21-08	Cumm ISB Diesel	Allison 3000PTS	Air	8,348				N
45	2001	THOMAS	84 PASS SAF-T-LINER	1T7HT4B2411091711	077 X 345	Jun-00	Cumm ISB Diesel	Allison MT643	Air	79,833				N
46	2001	THOMAS	84 PASS SAF-T-LINER	1T7HT4B2611091712	077 X 346	Jun-00	Cumm ISB Diesel	Allison MT643	Air	86,450				N
47	2001	THOMAS	84 PASS SAF-T-LINER	1T7HT4B2811091713	077 X 347	Jun-00	Cumm ISB Diesel	Allison MT643	Air	84,411				N
48	2001	THOMAS	84 PASS SAF-T-LINER	1T7HT4B2X11091714	077 X 348	Jun-00	Cumm ISB Diesel	Allison MD3060	Air	81,091				N
49	2001	THOMAS	84 PASS SAF-T-LINER	1T7HT4B2811104640	077 X 349	Jun-00	Cumm ISB Diesel	Allison MD3060	Air	86,593				N
50	2001	THOMAS	84 PASS SAF-T-LINER	1T7HT4B2X11104641	077 X 350	Jun-00	Cumm ISB Diesel	Allison MD3060	Air	84,793				N
51	2001	BLUEBIRD	78 PASS ALL AMERICAN	1BABKBPA61F200256	077 X 351	Jun-00	Cumm ISB Diesel	Allison MT643	Air	84,556				N
52	2001	BLUEBIRD	78 PASS ALL AMERICAN	1BABKBPA81F200257	077 X 352	Jun-00	Cumm ISB Diesel	Allison MT643	Air	74,281				N
53	2001	BLUEBIRD	78 PASS ALL AMERICAN	1BABKBPA1F200258	077 X 353	Jun-00	Cumm ISB Diesel	Allison MT643	Air	75,344				N
54	2001	THOMAS	84 PASS SAF-T-LINER	1T7HT4B2311104643	077 X 354	Jun-00	Cumm ISB Diesel	Allison MD3060	Air	110,122				N
55	2001	BLUEBIRD	78 PASS ALL AMERICAN	1BABKBPA11F200259	077 X 355	Jun-00	Cumm ISB Diesel	Allison MT643	Air					N
56	2001	BLUEBIRD	78 PASS ALL AMERICAN	1BABKBPA81F200260	077 X 356	Jun-00	Cumm ISB Diesel	Allison MT643	Air	72,857				N
57	2001	BLUEBIRD	78 PASS ALL AMERICAN	1BABKBPA1F200261	077 X 357	Jun-00	Cumm ISB Diesel	Allison MT643	Air	83,304				N
58	2001	MVP-ER	84 PASS THOMAS	1T7HT4B2021112359	077 X 358	Oct-00	Cumm ISB Diesel	Allison MD3060	Air	86,751				N
59	2002	INTERNATIONAL	78 PASS INTERNATIONAL	4DRBJAAR53A950826	077 X 359	Sep-02	DT-466E Diesel	Allison MD3060	Air	68,653				N
60	2002	INTERNATIONAL	78 PASS INTERNATIONAL	4DRBJAAR33A950825	077 X 260	Sep-02	DT-466E Diesel	Allison MD3060	Air	65,306				N
61	2004	BLUEBIRD	78 PASS BLUEBIRD	1BABKBXA34F216452	077 X 261	DLVR 09-30-03	Cumm-C Diesel	Allison 3000PTS	Air	56,560				N
62	2004	BLUEBIRD	78 PASS BLUEBIRD	1BABKBXA74F216454	077 X 262	DLVR 09-25-03	Cumm-C Diesel	Allison 3000PTS	Air	60,050				N
63	2004	BLUEBIRD	78 PASS BLUEBIRD	1BABKBXA94F216455	077 X 263	DLVR 09-10-03	Cumm-C Diesel	Allison 3000PTS	Air	39,623				N
64	2006	BLUEBIRD	78 PASS BLUEBIRD	1BABKBXA06F237844	077 X 264	DLVR 12-07-05	Cumm-C Diesel	Allison 3000PTS	Air	49,450				N
65	2006	BLUEBIRD	78 PASS BLUEBIRD	1BABKBXA26F237845	077 X 265	DLVR 12-07-05	Cumm-C Diesel	Allison 3000PTS	Air	40,212				N
100	2006	INTERNATIONAL	30 PASS INTERNATIONAL	4DRBUAFP76B172946	077 X 300	DLVR 05-16-05	VT 365 Diesel	Allison 2500 PTS	Hydra full power	45,964	10		20	N
101	2006	INTERNATIONAL	30 PASS INTERNATIONAL	4DRBUAFP96B172947	077 X 266	DLVR 05-16-05	VT 365 Diesel	Allison 2500 PTS	Hydra full power	59,963	10		20	N
102	2003	FREIGHTLINER	36 PASS THOMAS	4UZAAWCP24CM82466	077 X 267	DLVR 11-02-04	MBE-4.3 Diesel	Allison 2000	hydra	58,963	12		24	Y
103	2004	FREIGHTLINER	36 PASS THOMAS	4UZAAWDX5CU44069	077 X 268	DLVR 01-28-05	MBE-4.3 Diesel	Allison 2000	hydra	41,925	12		24	N
104	2004	INTERNATIONAL	27 PASS BLUEBIRD	1HVBBABP24H611264	077 X 269	DLVR 10-02-03	T-444-E Diesel	Allison 2000	hydra	84,837	4	4	8	Y
105	2002	INTERNATIONAL	30 PASS BLUE BIRD	1HVBBABPX3H568680	077 X 270	Sep-02	T-444-E Diesel	Allison 2000	hydra	102,670	4	2	8	Y
106	2002	INTERNATIONAL	30 PASS BLUE BIRD	1HVBBABP33H568679	077 X 271	Sep-02	T-444-E Diesel	Allison 2000	hydra	101,462	6	1	12	Y
107	2002	INTERNATIONAL	24 PASS BLUE BIRD	1HVBBABP13H568681	077 X 272	Sep-02	T-444-E Diesel	Allison 2000	hydra	105,271	10		20	Y
108	2001	NAVISTAR	25 PASS THOMAS	1HVBBABMX1H402369	077 X 273	Dec-00	T-444-E Diesel	Allison 2000	hydra	104,050	7	2		Y
109	2001	FREIGHTLINER	47 PASS THOMAS	4UZ6CFAA9YCG70974	077 X 274	Nov-00	Cumm ISB Diesel	Allison 2000	Air	87,245	16			N

TROY SCHOOL DISTRICT														
TRANSPORTATION DEPARTMENT														
2008-2009 VEHICLE LISTING														
BUS	YEAR	CHASSIS	BODY	SERIAL #	PLATE #	PURCH OR DLVR DATE	ENG TYPE G/D/CNG	TRANS TYPE STD/AUTO	BRAKE TYPE HYD/AIR	MILEAGE	SEATS	WHEEL CHAIR	I/C SEATS	AIR CONDITION
110	2001	FREIGHTLINER	47 PASS THOMAS	4UZAABWB61CH94183	077 X 275	Nov-00	Cumm ISB Diesel	Allison 2000	hydra	92,626	16			N
111	2001	FREIGHTLINER	47 PASS THOMAS	4UZAABWB81CH94184	077 X 276	Nov-00	Cumm ISB Diesel	Allison 2000	hydra	116,827	16			N
112	2001	FREIGHTLINER	47 PASS THOMAS	4UZAABWB11CH94180	077 X 277	Nov-00	Cumm ISB Diesel	Allison 2000	Air	104,223	16			N
113	2007	INTERNATIONAL	18 PASS INTERNATIONAL	4DRBUAFP67B408391	077 X 278	DLVR 07-21-06	VT 365 Diesel	Allison 2500 PTS	Hydra full power	27,319	6	1	12	Y
114	2007	INTERNATIONAL	36 PASS INTERNATIONAL	4DRBUAFN17B502841	077 X 279	DLVR 10-11-06	VT 365 Diesel	Allison 2500 PTS	Hydra full power	27,525	12		12	N
115	2001	NAVISTAR	41 PASS THOMAS	1HVBBABP31H402370	077 X 280	Dec-00	T-444-E Diesel	Allison 2000	hydra	134,960	14		8	N
116	2001	NAVISTAR	41 PASS THOMAS	1HVBBABP51H402371	077 X 281	Dec-00	T-444-E Diesel	Allison 2000	hydra	119,248	14		8	Y
117	2004	INTERNATIONAL	24 PASS BLUE BIRD	1HVBBABP64H611266	077 X 282	DLVR 09-23-03	T-444-E Diesel	Allison 2000	hydra	82,385	10		20	Y
118	2001	NAVISTAR	41 PASS THOMAS	1HVBBABP71H402372	077 X 283	Dec-00	T-444-E Diesel	Allison 2000	hydra	111,279	14		8	N
119	2001	NAVISTAR	41 PASS THOMAS	1HVBBABP91H402373	077 X 284	Dec-00	T-444-E Diesel	Allison 2000	hydra	141,342	14		8	Y
120	2005	INTERNATIONAL	30 PASS INTERNATIONAL	4DRBUAFP06B172948	077 X 285	DLVR 05-16-05	VT 365 Diesel	Allison 2500 PTS	Hydra full power	48,065	5	1	10	Y
121	2006	INTERNATIONAL	36 PASS INTERNATIONAL	4DRBUAFP47B333206	077 X 286	DLVR 01-17-06	VT 365 Diesel	Allison 2500 PTS	Hydra full power	46,297	12		24	Y
122	2007	INTERNATIONAL	36 PASS INTERNATIONAL	4DRBUAFN37B502842	077 X 287	DLVR 10-11-06	VT 365 Diesel	Allison 2500 PTS	Air	37,584	12		24	Y
123	2007	INTERNATIONAL	33 PASS INTERNATIONAL	4DRBUAFN58B502844	077 X 288	DLVR 10-11-06	VT 365 Diesel	Allison 2500 PTS	Air	25,201	8	2	16	Y
124	2009	INTERNATIONAL	13 PASS INTERNATIONAL	4DRBUAAN09B040010	000 X 212	DLVR 03-14-08	DT-466E Diesel	Allison 2500 PTS	Air	10,866	6	1	12	Y
125	2009	INTERNATIONAL	13 PASS INTERNATIONAL	4DRBUAAN29B040011	000 X 205	DLVR 03-14-08	DT-466E Diesel	Allison 2500 PTS	Air	8,084	6	1	12	Y
126	2009	INTERNATIONAL	30 PASS INTERNATIONAL	4DRBUAAN49B040012	000 X 206	DLVR 03-14-08	DT-466E Diesel	Allison 2500 PTS	Air	8,636	10		20	Y
127	2009	INTERNATIONAL	30 PASS INTERNATIONAL	4DRBUAAN69B040013	000 X 214	DLVR 03-14-08	DT-466E Diesel	Allison 2500 PTS	Air	10,005	10		20	Y
TRUCK	2003	TRANS SERV TRUCK	FORD F450 W/VAN BODY	1FDXF47P03ED81326	000 X 213	Aug-03								

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FIXED ASSETS LISTING

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REPORT10

SELECTION CRITERIA: (((assets.catcode > "511300")) AND ((assets.dept = "090")) AND (assets.retdate IS NULL))

SORTED BY: catcode,assets.tagno, assets.improvement_num

ASSET ID	DESCRIPTIVE INFORMATION	ACQUISITION INFORMATION	DEPRECIATION INFORMATION
0000060028	FASCIMILE MACHINE	FUNDING 404	CAPITAL ASSET Y
-000	MFR PANASONIC	CLS M	VENDOR B & B COPY SERVICE
	MODEL UF-6000	CAT 523100	PO 50368
	S/N	LOC 090	CHECK
	INVENTORY DATE	FUND TYPE G	ACQUIRE 01/09/08
	CONDITION NEW	DPT 090	INS CO
	NEXT SCHEDULED MAINTENANCE	GRT	INS VAL 1538.00
			EST LIFE 5
			DEP LIFE 5
			DEP Y POST DP N
			DEP METH SL
			SALVAGE VALU 1.00
			ACCUM DEP 153.70
			REM BOOK BASIS 1384.30
			DEP BASIS 1537.00
			LAST POSTING DATE 06/30/08
			SALE AMOUNT .00
			RETIRED DATE

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
271	TRANSPORTATION	271	TRANSPORTATION	101668252299900 7700 1.00

000P163550	CAMERA SYSTEM	FUNDING 101	CAPITAL ASSET N	EST LIFE 15	DEP LIFE 15
-000	MFR	CLS M	VENDOR SAFETY VISION	DEP N POST DP N	DEP METH SL
	MODEL	CAT 524190	PO 12054	UNITS 1	SALVAGE VALU 91.42
	S/N	LOC 090	CHECK	UN CST 914.23	ACCUM DEP .00
	INVENTORY DATE	FUND TYPE G	ACQUIRE 02/01/01	COST 914.23	REM BOOK BASIS 914.23
	CONDITION GOOD	DPT 090	INS CO		DEP BASIS .00
	NEXT SCHEDULED MAINTENANCE	GRT	INS VAL 914.00		LAST POSTING DATE
					SALE AMOUNT .00
					RETIRED DATE

000P163550

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
271	TRANSPORTATION	271	TRANSPORTATION	101668232090800 7700 1.00

0000051339	Desktop Computer	FUNDING 406	CAPITAL ASSET Y	EST LIFE 5	DEP LIFE 5
-000	MFR Dell	CLS M	VENDOR Dell	DEP Y POST DP N	DEP METH SL
	MODEL GX620	CAT 525100	PO 41586-02	UNITS 1	SALVAGE VALU 1.00
	S/N HYQGS91	LOC 090	CHECK	UN CST 1833.69	ACCUM DEP 794.60
	INVENTORY DATE	FUND TYPE G	ACQUIRE 05/01/06	COST 1833.69	REM BOOK BASIS 1039.09
	CONDITION New	DPT 090	INS CO		DEP BASIS 1833.69
	NEXT SCHEDULED MAINTENANCE	GRT	INS VAL 1833.69		LAST POSTING DATE 06/30/08
			00-13-72-71-4C-17		SALE AMOUNT .00
			271		RETIRED DATE

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
271	TRANSPORTATION	271	TRANSPORTATION	101668252299900 7700 1.00

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TROY SCHOOL DISTRICT
FIXED ASSETS LISTING

PAGE NUMBER: 2
REPORT10

SELECTION CRITERIA: (((assets.catcode > "511300")) AND ((assets.dept = "090")) AND (assets.retdate IS NULL))

SORTED BY: catcode,assets.tagno, assets.improvement_num

ASSET ID	DESCRIPTIVE INFORMATION	ACQUISITION INFORMATION	DEPRECIATION INFORMATION
0000051340	Desktop Computer	FUNDING 406	CAPITAL ASSET Y
-000	MFR Dell	VENDOR Dell	EST LIFE 5 DEP LIFE 5
	MODEL GX620	PO 41586-02	DEP Y POST DP N DEP METH SL
	S/N JYQGS91	UNITS 1	SALVAGE VALU 1.00
	INVENTORY DATE	CHECK UN CST 1833.69	ACCUM DEP 794.60
	CONDITION New STATUS	FUND TYPE G ACQUIRE 05/01/06 COST 1833.69	REM BOOK BASIS 1039.09
	NEXT SCHEDULED MAINTENANCE	DPT 090 INS CO	DEP BASIS 1833.69
	TRN_SECRETARY	GRT INS VAL 1833.69	LAST POSTING DATE 06/30/08
		00-13-72-71-4D-51	SALE AMOUNT .00
		271	RETIRED DATE

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
271 TRANSPORTATION	271 TRANSPORTATION	101668252299900	7700	1.00

0000051341	Desktop Computer	FUNDING 406	CAPITAL ASSET Y	EST LIFE 5 DEP LIFE 5
-000	MFR Dell	VENDOR Dell		DEP Y POST DP N DEP METH SL
	MODEL GX620	PO 41586-02	UNITS 1	SALVAGE VALU 1.00
	S/N 2ZQGS91	CHECK UN CST 1833.69		ACCUM DEP 794.60
	INVENTORY DATE	FUND TYPE G ACQUIRE 05/01/06 COST 1833.69		REM BOOK BASIS 1039.09
	CONDITION New STATUS	DPT 090 INS CO		DEP BASIS 1833.69
	NEXT SCHEDULED MAINTENANCE	GRT INS VAL 1833.69		LAST POSTING DATE 06/30/08
	TRN_SUPERVISOR	00-13-72-71-4B-FD		SALE AMOUNT .00
		271		RETIRED DATE

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
271 TRANSPORTATION	271 TRANSPORTATION	101668252299900	7700	1.00

SORT GROUP	TOTAL	3 RECORDS
	COST	5,501.07
	INSURANCE VALUE	5,501.07
	SALVAGE VALUE	3.00
	ACCUMULATED DEPRECIATION	2,383.80
	SALE AMOUNT	.00

0000057264	TIME & ATTENDANCE SYSTEM	FUNDING 404	CAPITAL ASSET Y	EST LIFE 5 DEP LIFE 5
-000	MFR	VENDOR TRACY INC		DEP Y POST DP N DEP METH SL
	MODEL	PO 44034	UNITS 1	SALVAGE VALU .00
	S/N	CHECK UN CST 14698.33		ACCUM DEP 5144.42
	INVENTORY DATE	FUND TYPE G ACQUIRE 09/16/06 COST 14698.33		REM BOOK BASIS 9553.91
	CONDITION NEW STATUS	DPT 090 INS CO		DEP BASIS 14698.33
	NEXT SCHEDULED MAINTENANCE	GRT INS VAL 14698.33		LAST POSTING DATE 06/30/08
				SALE AMOUNT .00
				RETIRED DATE

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
252 BUSINESS SERVICES	252 BUSINESS SERVICES	101668252299900	7700	1.00

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TROY SCHOOL DISTRICT
FIXED ASSETS LISTING

PAGE NUMBER: 3
REPORT10

SELECTION CRITERIA: (((assets.catcode > "511300")) AND ((assets.dept = "090")) AND (assets.retdate IS NULL))

SORTED BY: catcode,assets.tagno, assets.improvement_num

ASSET ID	DESCRIPTIVE INFORMATION	ACQUISITION INFORMATION	DEPRECIATION INFORMATION
0000060027	COLOR COPIER	FUNDING 404	CAPITAL ASSET Y
-000	MFR KONICA	CLS M	EST LIFE 5 DEP LIFE 5
	MODEL C252	VENDOR KONICA	DEP Y POST DP N DEP METH SL
	S/N	CAT 526150	SALVAGE VALU 10.00
	INVENTORY DATE	LOC 090	ACCUM DEP 755.56
	CONDITION NEW STATUS	FUND TYPE G	REM BOOK BASIS 5730.71
	NEXT SCHEDULED MAINTENANCE	DPT 090	DEP BASIS 6476.27
		GRT	LAST POSTING DATE 06/30/08
		INS VAL 6486.27	SALE AMOUNT .00
			RETIRED DATE

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
271	TRANSPORTATION	271	TRANSPORTATION	101668252299900 7700 1.00

0000018073	FORKTRUCK	FUNDING 101	CAPITAL ASSET Y	EST LIFE 15 DEP LIFE 15
-000	MFR	CLS M	VENDOR	DEP Y POST DP N DEP METH SL
	MODEL FCG25	CAT 529200	PO	SALVAGE VALU 2740.00
	S/N A15G00719	LOC 090	CHECK	ACCUM DEP 15618.00
	INVENTORY DATE	FUND TYPE G	ACQUIRE 01/01/99	REM BOOK BASIS 11782.00
	CONDITION GOOD STATUS ACTIVE	DPT 090	INS CO	DEP BASIS 24660.00
	NEXT SCHEDULED MAINTENANCE	GRT	INS VAL 27400.00	LAST POSTING DATE 06/30/08
				SALE AMOUNT .00
				RETIRED DATE

0000018073

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
271	TRANSPORTATION	271	TRANSPORTATION	101668232090800 7700 1.00

0000005779	WELDER,ARC	FUNDING 101	CAPITAL ASSET N	EST LIFE 15 DEP LIFE 15
-000	MFR MILLER	CLS M	VENDOR	DEP N POST DP N DEP METH SL
	MODEL THUNDERBOLT	CAT 529600	PO	SALVAGE VALU 90.00
	S/N JH292854	LOC 090	CHECK	ACCUM DEP .00
	INVENTORY DATE	FUND TYPE G	ACQUIRE 01/01/92	REM BOOK BASIS 900.00
	CONDITION GOOD STATUS ACTIVE	DPT 090	INS CO	DEP BASIS .00
	NEXT SCHEDULED MAINTENANCE	GRT	INS VAL 1600.00	LAST POSTING DATE
				SALE AMOUNT .00
				RETIRED DATE

0000005779

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
271	TRANSPORTATION	271	TRANSPORTATION	101668232090800 7700 1.00

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TROY SCHOOL DISTRICT
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REPORT10

SELECTION CRITERIA: (((assets.catcode > "511300")) AND ((assets.dept = "090")) AND (assets.retdate IS NULL))

SORTED BY: catcode,assets.tagno, assets.improvement_num

ASSET ID	DESCRIPTIVE INFORMATION	ACQUISITION INFORMATION	DEPRECIATION INFORMATION
0000005782	JACK,FLOOR	FUNDING 101	CAPITAL ASSET N
-000	MFR GRAY	CLS M	EST LIFE 15
	MODEL	CAT 529600	DEP N POST DP N DEP METH SL
	S/N	LOC 090	SALVAGE VALU 43.00
	INVENTORY DATE	FUND TYPE G	ACCUM DEP .00
	CONDITION GOOD	DPT 090	REM BOOK BASIS 425.00
	STATUS ACTIVE	GRT	DEP BASIS .00
	NEXT SCHEDULED MAINTENANCE	INS VAL 1200.00	LAST POSTING DATE
			SALE AMOUNT .00
			RETIRED DATE

0000005782

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
271	TRANSPORTATION	271	TRANSPORTATION	101668232090800 7700 1.00

0000005784	PRESS	FUNDING 101	CAPITAL ASSET Y	EST LIFE 15	DEP LIFE 15
-000	MFR	CLS M	VENDOR	DEP N POST DP N DEP METH SL	
	MODEL 30TON	CAT 529600	PO	SALVAGE VALU 140.00	
	S/N 1026	LOC 090	CHECK	ACCUM DEP 1260.00	
	INVENTORY DATE	FUND TYPE G	ACQUIRE 01/01/89	REM BOOK BASIS 140.00	
	CONDITION GOOD	DPT 090	INS CO	DEP BASIS 1260.00	
	STATUS ACTIVE	GRT	INS VAL 1500.00	LAST POSTING DATE 06/30/04	
	NEXT SCHEDULED MAINTENANCE			SALE AMOUNT .00	
				RETIRED DATE	

0000005784

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
271	TRANSPORTATION	271	TRANSPORTATION	101668232090800 7700 1.00

0000005786	JACK,FLOOR	FUNDING 101	CAPITAL ASSET N	EST LIFE 15	DEP LIFE 15
-000	MFR WALKER	CLS M	VENDOR	DEP N POST DP N DEP METH SL	
	MODEL 93692	CAT 529600	PO	SALVAGE VALU 75.00	
	S/N 6692K08207	LOC 090	CHECK	ACCUM DEP .00	
	INVENTORY DATE	FUND TYPE G	ACQUIRE 01/01/89	REM BOOK BASIS 750.00	
	CONDITION GOOD	DPT 090	INS CO	DEP BASIS .00	
	STATUS ACTIVE	GRT	INS VAL 1200.00	LAST POSTING DATE	
	NEXT SCHEDULED MAINTENANCE			SALE AMOUNT .00	
				RETIRED DATE	

0000005786

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
271	TRANSPORTATION	271	TRANSPORTATION	101668232090800 7700 1.00

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TROY SCHOOL DISTRICT
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REPORT10

SELECTION CRITERIA: (((assets.catcode > "511300")) AND ((assets.dept = "090")) AND (assets.retdate IS NULL))

SORTED BY: catcode,assets.tagno, assets.improvement_num

ASSET ID	DESCRIPTIVE INFORMATION	ACQUISITION INFORMATION	DEPRECIATION INFORMATION
0000005788	LATHE,DRUM/DISCBRAKE	FUNDING 101	CAPITAL ASSET Y
-000	MFR AMMCO	CLS M	VENDOR
	MODEL	CAT 529600	PO
	S/N 4041	LOC 090	CHECK
	INVENTORY DATE	FUND TYPE G	ACQUIRE 01/01/91
	CONDITION GOOD	DPT 090	INS CO
	NEXT SCHEDULED MAINTENANCE	GRT	INS VAL 7100.00
		271	
			EST LIFE 15
			DEP LIFE 15
			DEP N POST DP N DEP METH SL
			SALVAGE VALU 570.00
			ACCUM DEP 5130.00
			REM BOOK BASIS 570.00
			DEP BASIS 5130.00
			LAST POSTING DATE 06/30/06
			SALE AMOUNT .00
			RETIRED DATE

0000005788

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
271	TRANSPORTATION	271	TRANSPORTATION	101668232090800 7700 1.00

0000005790	STARTER	FUNDING 101	CAPITAL ASSET N	EST LIFE 15	DEP LIFE 15
-000	MFR GOODALL	CLS M	VENDOR	DEP N POST DP N DEP METH SL	
	MODEL STARTALL	CAT 529600	PO	SALVAGE VALU 90.00	
	S/N	LOC 090	CHECK	ACCUM DEP .00	
	INVENTORY DATE	FUND TYPE G	ACQUIRE 01/01/85	REM BOOK BASIS 900.00	
	CONDITION GOOD	DPT 090	INS CO	DEP BASIS .00	
	NEXT SCHEDULED MAINTENANCE	GRT	INS VAL 2000.00	LAST POSTING DATE	
				SALE AMOUNT .00	
				RETIRED DATE	

0000005790

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
271	TRANSPORTATION	271	TRANSPORTATION	101668232090800 7700 1.00

0000018074	JACK,FLOOR	FUNDING 101	CAPITAL ASSET Y	EST LIFE 15	DEP LIFE 15
-000	MFR	CLS M	VENDOR	DEP Y POST DP N DEP METH SL	
	MODEL 1590	CAT 529600	PO	SALVAGE VALU .00	
	S/N	LOC 090	CHECK	ACCUM DEP 1266.64	
	INVENTORY DATE	FUND TYPE G	ACQUIRE 01/01/99	REM BOOK BASIS 733.36	
	CONDITION GOOD	DPT 090	INS CO	DEP BASIS 2000.00	
	NEXT SCHEDULED MAINTENANCE	GRT	INS VAL 2000.00	LAST POSTING DATE 06/30/08	
				SALE AMOUNT .00	
				RETIRED DATE	

0000018074

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
271	TRANSPORTATION	271	TRANSPORTATION	101668232090800 7700 1.00

DATE: 02/12/2009
TIME: 12:12:54

TROY SCHOOL DISTRICT
FIXED ASSETS LISTING

PAGE NUMBER: 6
REPORT10

SELECTION CRITERIA: (((assets.catcode > "511300")) AND ((assets.dept = "090")) AND (assets.retdate IS NULL))

SORTED BY: catcode,assets.tagno, assets.improvement_num

ASSET ID	DESCRIPTIVE INFORMATION	ACQUISITION INFORMATION	DEPRECIATION INFORMATION
0000018075	ANALYZER,ENGINE	FUNDING 101	CAPITAL ASSET Y
-000	MFR FERRET40	VENDOR	EST LIFE 15 DEP LIFE 15
	MODEL FERRET40	PO	DEP Y POST DP N DEP METH SL
	S/N 40-9410-0002	CHECK	SALVAGE VALU 138.00
	INVENTORY DATE	UN CST 1380.48	ACCUM DEP 1118.22
	CONDITION GOOD STATUS ACTIVE	FUND TYPE G ACQUIRE 01/01/95	REM BOOK BASIS 262.26
	NEXT SCHEDULED MAINTENANCE	DPT 090 INS CO	DEP BASIS 1242.48
		GRT INS VAL 1500.00	LAST POSTING DATE 06/30/08
			SALE AMOUNT .00
			RETIRED DATE

0000018075

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
271 TRANSPORTATION	271 TRANSPORTATION	101668232090800	7700	1.00

0000019109	WELDER	FUNDING 101	CAPITAL ASSET Y	EST LIFE 15	DEP LIFE 15
-000	MFR MILLER	VENDOR		DEP Y POST DP N	DEP METH SL
	MODEL 250	PO	UNITS 1	SALVAGE VALU	121.00
	S/N CV-DC	CHECK	UN CST 1207.38	ACCUM DEP	832.92
	INVENTORY DATE	FUND TYPE G ACQUIRE 01/01/97	COST 1207.38	REM BOOK BASIS	374.46
	CONDITION GOOD STATUS ACTIVE	DPT 090 INS CO		DEP BASIS	1086.38
	NEXT SCHEDULED MAINTENANCE	GRT INS VAL 1250.00		LAST POSTING DATE	06/30/08
				SALE AMOUNT	.00
				RETIRED DATE	

0000019109

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
271 TRANSPORTATION	271 TRANSPORTATION	101668232090800	7700	1.00

0000019111	LIFT	FUNDING 101	CAPITAL ASSET N	EST LIFE 15	DEP LIFE 15
-000	MFR BLACKHAWK	VENDOR		DEP N POST DP N	DEP METH SL
	MODEL 67574	PO	UNITS 1	SALVAGE VALU	56.00
	S/N C869321	CHECK	UN CST 557.00	ACCUM DEP	.00
	INVENTORY DATE	FUND TYPE G ACQUIRE 01/01/80	COST 557.00	REM BOOK BASIS	557.00
	CONDITION GOOD STATUS ACTIVE	DPT 090 INS CO		DEP BASIS	.00
	NEXT SCHEDULED MAINTENANCE	GRT INS VAL 1100.00		LAST POSTING DATE	
				SALE AMOUNT	.00
				RETIRED DATE	

0000019111

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
271 TRANSPORTATION	271 TRANSPORTATION	101668232090800	7700	1.00

DATE: 02/12/2009
TIME: 12:12:54

TROY SCHOOL DISTRICT
FIXED ASSETS LISTING

PAGE NUMBER: 7
REPORT10

SELECTION CRITERIA: (((assets.catcode > "511300")) AND ((assets.dept = "090")) AND (assets.retdate IS NULL))

SORTED BY: catcode,assets.tagno, assets.improvement_num

ASSET ID	DESCRIPTIVE INFORMATION	ACQUISITION INFORMATION	DEPRECIATION INFORMATION
0000019112	JACK	FUNDING 101	CAPITAL ASSET N
-000	MFR BISHMAN	VENDOR	EST LIFE 15 DEP LIFE 15
	MODEL 424B	PO	DEP N POST DP N DEP METH SL
	S/N 65167B	CAT 529600	SALVAGE VALU 53.00
	INVENTORY DATE	LOC 090	ACCUM DEP .00
	CONDITION GOOD STATUS ACTIVE	FUND TYPE G ACQUIRE 01/01/80	REM BOOK BASIS 531.68
	NEXT SCHEDULED MAINTENANCE	DPT 090	DEP BASIS .00
		GRT	LAST POSTING DATE
		INS VAL 1050.00	SALE AMOUNT .00
			RETIRED DATE
		271	
	0000019112		

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
271	TRANSPORTATION	271	TRANSPORTATION	101668232090800 7700 1.00

0000060011	KEY MACHINE	FUNDING 101	CAPITAL ASSET Y	EST LIFE 15 DEP LIFE 15
-000	MFR	CLS M	VENDOR BARNES DIST	DEP Y POST DP N DEP METH SL
	MODEL	CAT 529600	PO 51921	SALVAGE VALU 1.00
	S/N	LOC 090	CHECK	ACCUM DEP 4.75
	INVENTORY DATE	FUND TYPE G ACQUIRE 06/12/08	UN CST 856.86	REM BOOK BASIS 852.11
	CONDITION NEW STATUS	DPT 090	COST 856.86	DEP BASIS 855.86
	NEXT SCHEDULED MAINTENANCE	GRT	INS VAL 856.86	LAST POSTING DATE 06/30/08
				SALE AMOUNT .00
				RETIRED DATE

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
271	TRANSPORTATION	271	TRANSPORTATION	101668252299900 7700 1.00

1412220029	W/PAINTMACH	FUNDING 101	CAPITAL ASSET N	EST LIFE 15 DEP LIFE
-000	MFR	CLS M	VENDOR	DEP N POST DP N DEP METH
	MODEL	CAT 529600	PO	SALVAGE VALU 90.00
	S/N	LOC 090	CHECK	ACCUM DEP .00
	INVENTORY DATE	FUND TYPE G ACQUIRE 01/01/98	UN CST 900.00	REM BOOK BASIS 900.00
	CONDITION GOOD STATUS ACTIVE	DPT 090	COST 900.00	DEP BASIS 810.00
	NEXT SCHEDULED MAINTENANCE	GRT	INS VAL 900.00	LAST POSTING DATE
				SALE AMOUNT .00
				RETIRED DATE
		280		
	1412220029			

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
280	OTHER SUPPORT SERVICES	280	OTHER SUPPORT SERVICES	101668232090800 7700 1.00

SORT GROUP TOTAL	13 RECORDS
COST	17,508.40
INSURANCE VALUE	23,256.86
SALVAGE VALUE	1,467.00
ACCUMULATED DEPRECIATION	9,612.53
SALE AMOUNT	.00

DATE: 02/12/2009
TIME: 12:12:54

TROY SCHOOL DISTRICT
FIXED ASSETS LISTING

PAGE NUMBER: 8
REPORT10

SELECTION CRITERIA: (((assets.catcode > "511300")) AND ((assets.dept = "090")) AND (assets.retdate IS NULL))

SORTED BY: catcode,assets.tagno, assets.improvement_num

ASSET ID	DESCRIPTIVE INFORMATION	ACQUISITION INFORMATION	DEPRECIATION INFORMATION
6701180110	GROUPOFMISC.MINOREQUIPMENT	FUNDING 101	CAPITAL ASSET Y
-000	MFR	VENDOR	EST LIFE 20 DEP LIFE 20
	MODEL	CAT 531000	DEP N POST DP N DEP METH SL
	S/N	LOC 090	SALVAGE VALU 4500.00
	INVENTORY DATE	CHECK	ACCUM DEP 40500.00
	CONDITION GOOD STATUS ACTIVE	FUND TYPE G ACQUIRE 01/01/85	REM BOOK BASIS 4500.00
	NEXT SCHEDULED MAINTENANCE	DPT 090	DEP BASIS 40500.00
		GRT	LAST POSTING DATE 06/30/05
			SALE AMOUNT .00
			RETIRED DATE

271

6701180110

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
271	TRANSPORTATION	271	TRANSPORTATION	101668232090800 7700 1.00

6701180111	GROUPOFMISC.MINOREQUIPMENT	FUNDING 101	CAPITAL ASSET Y	EST LIFE 20 DEP LIFE 20
-000	MFR	VENDOR		DEP N POST DP N DEP METH SL
	MODEL	CAT 531000	UNITS 1	SALVAGE VALU 500.00
	S/N	LOC 090	UN CST 5000.00	ACCUM DEP 4500.00
	INVENTORY DATE	FUND TYPE G ACQUIRE 01/01/80	COST 5000.00	REM BOOK BASIS 500.00
	CONDITION GOOD STATUS ACTIVE	DPT 090	INS CO	DEP BASIS 4500.00
	NEXT SCHEDULED MAINTENANCE	GRT	INS VAL 5000.00	LAST POSTING DATE 06/30/01
				SALE AMOUNT .00
				RETIRED DATE

271

6701180111

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
271	TRANSPORTATION	271	TRANSPORTATION	101668232090800 7700 1.00

SORT GROUP	TOTAL	2 RECORDS
	COST	50,000.00
	INSURANCE VALUE	50,000.00
	SALVAGE VALUE	5,000.00
	ACCUMULATED DEPRECIATION	45,000.00
	SALE AMOUNT	.00

0000050676	AUTOMATED EXTERNAL DEFIBRILLAT	FUNDING 140	CAPITAL ASSET Y	EST LIFE 5 DEP LIFE 5
-000	MFR MEDTRONIC PHYSIO-CONTROL	VENDOR ADVENTRIC TECHNOLOGY		DEP Y POST DP N DEP METH SL
	MODEL	PO 31257	UNITS 1	SALVAGE VALU 1.00
	S/N 32120364	LOC 090	UN CST 1595.00	ACCUM DEP 1301.77
	INVENTORY DATE	FUND TYPE G ACQUIRE 05/24/04	COST 1595.00	REM BOOK BASIS 293.23
	CONDITION NEW STATUS	DPT 090	INS CO	DEP BASIS 1594.00
	NEXT SCHEDULED MAINTENANCE	GRT	INS VAL 1595.00	LAST POSTING DATE 06/30/08
				SALE AMOUNT .00
				RETIRED DATE

213

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
213	HEALTH SERVICES	213	HEALTH SERVICES	101668232090800 7700 1.00

DATE: 02/12/2009
TIME: 12:12:54

TROY SCHOOL DISTRICT
FIXED ASSETS LISTING

PAGE NUMBER: 9
REPORT10

SELECTION CRITERIA: (((assets.catcode > "511300")) AND ((assets.dept = "090")) AND (assets.retdat IS NULL))

SORTED BY: catcode,assets.tagno, assets.improvement_num

ASSET ID	DESCRIPTIVE INFORMATION	ACQUISITION INFORMATION	DEPRECIATION INFORMATION
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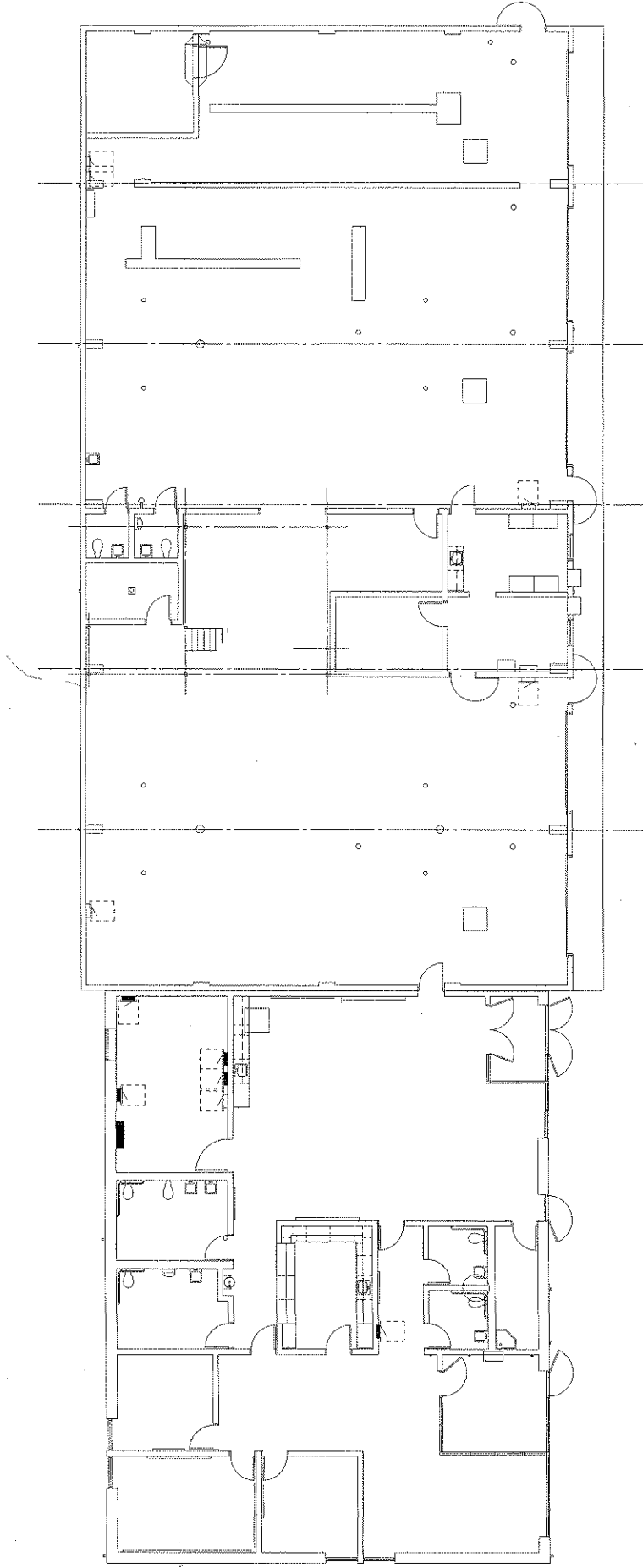
REPORT TOTAL	24 RECORDS SELECTED		
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COST	125,641.30
INSURANCE VALUE	131,389.53
SALVAGE VALUE	9,313.42
ACCUMULATED DEPRECIATION	79,969.78
SALE AMOUNT	.00

Troy Transportation Department
 Parts Inventory (items w/cost >\$100)
 As of 2-12-09

Pump & Motor Assy	1
Assorted exhaust pipes	10
Air Dryer End Cart	6
MP pumps (booster)	7
Air bags	2
Radiatoc – (IC-RE)	1
Overhead Flasher Switch (door) Ic-RE	1
Door Valve (Amtram)	1
Radiators (Bluebird – Chevy Van)	3
Tires – Recaps (bus)	41
Tires – New (bus)	13
Battery 8D	2
Battery #31 series	6
Harnesses	14
Brake Drums	28
Brake Rotors	22
Water pump T-444E	1
Roof Hatch	1
Windshield	2
Rear body panels (IC-RE)	2
Brake calipers	6
Brake shoe boxes	24
Alternators	8
Starters	3
Mufflers	6
Park brake assembly	1
Bluebird (door control valve)	1
Fan motors (blower)	8
Water pump – Cummin (B&C)	2
Battery cable	6 rolls
Gates 1” green stripe	1 box
De-aeration kit (right side)	1

There are numerous additional small parts including shock absorbers, lenses, lights, nuts & bolts, etc. that have not been currently inventoried. District will provide a more detailed inventory by July 15, 2009 based on then current quantities.



Transportation Center

**TROY SCHOOL DISTRICT
PUPIL TRANSPORTATION SERVICES
REQUEST FOR PROPOSAL # 9595**

ATTACHMENT F

Form of Contract

PUPIL TRANSPORTATION AND TRANSPORTATION FLEET MAINTENANCE SERVICES CONTRACT

THIS PUPIL TRANSPORTATION AND TRANSPORTATION FLEET MAINTENANCE SERVICES CONTRACT, (the "Contract") entered into this _____ day of ____, 2009 (the "Effective Date") by and between **TROY SCHOOL DISTRICT**, a Michigan general powers school district, whose address is 4400 Livernois Road, Troy, Michigan, 48098 (hereinafter the "District") and **[NAME OF CONTRACTOR]**, a _____, whose address is _____ (hereafter the "Contractor") (each a "Party" and collectively the "Parties").

RECITALS

A. The District issued a Request For Proposals for Student Transportation Services dated February 26, 2009, as amended by the [Addendum/Addenda] dated _____, 200_ (collectively the "RFP"), the purpose of which was to solicit proposals from qualified vendors with the ability to provide comprehensive pupil transportation services for the District at a more cost effective price.

B. The Contractor submitted to the District a Proposal in response to the RFP, dated _____, 2009, to provide daily pupil transportation services and general transportation fleet maintenance services to the District (the "Proposal").

C. The Parties have, in accordance with the provisions of the RFP, conducted negotiations concerning the Contractor's Proposal.

D. Pursuant to the terms of the RFP, the Contractor shall be required to enter into a written contract with the District following written acceptance of the Proposal by the District.

NOW THEREFORE, in consideration of the foregoing and the mutual covenants set forth herein, the Parties agree as follows:

1. RESTATEMENT CONSTITUTES THE CONTRACT

1.1 Incorporation By Reference.

The object of this Contract is to formalize in one document the complete agreement between the Parties, and to do so by specifically incorporating by reference into this Contract, the RFP, all Addenda to the RFP, the Proposal and other related documents, and by including certain additional necessary or appropriate Contract terms, particularly where the Contract terms agreed to by the Parties during the RFP negotiation process do not correspond with the RFP.

1.2 Order Of Precedence.

The Contract Documents, which all are incorporated herein by reference, include the following:

- i. This Contract;
- ii. The RFP
- iii. **Exhibit B** to this Contract – Contractor’s Pricing Sheet(s);
- iv. **Exhibit A** to this Contract – the Facility Lease;
- v. **Exhibit C** to this Contract—the Bus Purchase Schedule and Specifications; and
- vi. Contractor’s Proposal.

To the extent that the terms and conditions of the Contract Documents are in conflict, the terms and conditions shall be interpreted in the above-referenced order from (i) to (vi). However, the Parties also agree that where there is not a conflict between any of the terms and conditions contained in the above-referenced Contract Documents, all of the Contract Documents shall be binding upon both parties.

2. CONTRACT DURATION AND CHARACTERISTICS

2.1 Initial Term. The term of this Contract shall be for a period of three (3) years, commencing July 1, 2009 and ending June 30, 2012 (the “Initial Term”).

2.2 Renewal Term(s). The District shall have the option to extend this Contract by up to three (3) additional years on a year-to-year basis, subject to the written approval of the District’s Board of Education, in its sole discretion (each a “Renewal Term”). Nothing in this Contract requires the District to exercise its option for a Renewal Term and Contractor has no expectation of a contract beyond the Initial Term, or a Renewal Term if any are exercised.

3. RELATIONSHIP BETWEEN PARTIES

3.1 Independent Contractor. It is expressly agreed between the Contractor and the District that the Contractor will act as an independent contractor in the performance of its duties under this Contract and under no circumstances shall any of the employees of one party be deemed the employees of the other for any purpose. Accordingly, Contractor shall meet all of its obligations and responsibilities for payment of all taxes including Federal, State and Local taxes arising out of Contractor's activities in accordance with this Contract, including by way of illustration but not limitation, Federal and State income tax, Social Security tax, Unemployment Insurance taxes, Workers' Compensation Insurance and any other taxes or business license or permits fees as required. This Contract shall not be construed as authority for either party to act for the other party in any agency or other capacity or to make commitments of any kind for the account of,

or on behalf of, the other party, except to the extent, and for the purposes, expressly provided for and set forth herein, and no partnership or joint venture is created hereby. Contractor is retained and engaged by the District only for the purposes and to the extent set forth herein. Neither the Contractor nor its employees or agents shall not be considered an employee of the District, nor is Contractor entitled to participate in any plans, arrangements, or distributions by the District pertaining to or in connection with any fringe, pension, bonus, profit sharing, or similar benefits, or any medical, dental, life or disability insurance plans. Further, the District will not withhold or pay any State, Federal or Local taxes, FICA, FUTA, MESC Insurance or Workers' Compensation Insurance and Contractor will indemnify, defend and hold the District harmless for the payment of such sums, interest, penalties, or cost of collection of same, including reasonable attorney fees. Nothing in the Contract shall be construed to interfere with or otherwise affect the rendering of the Transportation Services or Maintenance Services by Contractor in accordance with its independent and professional judgment. No tenure or other rights/benefits typically arising out of an employee-employer relationship shall arise out of this Contract on behalf of Contractor, its employees or agents.

4. SCOPE OF SERVICES

The Contractor shall perform all of the services described herein and those services that may not be described but that are necessary to perform the services described herein.

4.1 Transportation Services. Throughout the Initial Term, and any Renewal Term(s) which is/are exercised, the Contractor shall provide the following pupil transportation services (collectively the “Transportation Services”):

4.1.1 Daily Transportation Services. The Contractor shall provide safe, efficient and reliable, on-time transportation from home to school and school to home for general education, special needs students or those other persons eligible or authorized for transportation service (collectively the “Students”) on a daily basis in accordance with the District’s defined parameters and the terms and conditions of this Contract. The Contractor shall also provide safe, efficient and reliable, on-time mid-day transportation and Shuttle Service (as defined below) for Students in accordance with the District’s defined parameters and the terms and conditions of this Contract (the transportation to and from school and mid-day and Shuttle Service shall collectively be referred to as the “Daily Transportation Services”). The Contractor shall not use any “vans” or other similar vehicles to transport Students.

4.1.2 Other Transportation Services. The Contractor shall provide safe, efficient and reliable, on-time transportation for Students and authorized District personnel to and from those curricular and extra-curricular activities as requested by the District, including, but not limited to, field trips, extra-curricular trips and athletic events, in accordance with the

terms and conditions of this Contract (the “Other Transportation Services”). Notwithstanding the foregoing, or anything herein contained to the contrary, the District reserves the right to lease other buses or vehicles from other approved providers to transport Students to and from field trips, athletic events and/or other special events, if the Contractor is unable to provide such service. The Contractor shall not use any “vans” or other similar vehicles to transport Students.

4.1.3 Shuttle Service. Shuttle Service shall include transportation of Students between buildings during school operating hours, as requested by the District.

4.2 Maintenance Services. Throughout the Initial Term, and any Renewal Term(s) which is/are exercised, the Contractor shall provide the following “Maintenance Services”:

4.2.1 Bus Maintenance. The Contractor shall maintain all District-owned buses and Contractor-owned buses serving the District in a good and safe mechanical and operating condition. All such buses shall be maintained in a clean and sanitary condition and shall have good interior and exterior appearance during the entire term of the Contract. The Contractor shall maintain all buses in strict accordance with all State, Federal, and any other local government minimum standards for school buses, including but not limited to, the Pupil Transportation Act, Michigan Public Act 187 of 1990, as amended, MCL 257.1801 *et seq.* (the “Pupil Transportation Act”), and such additional requirements as set forth herein. The Contractor shall maintain the buses so that their condition remains equal to or exceeds that condition recorded on the written inspection form provided to District by the Contractor, normal wear and tear excepted. Mechanically, the buses shall be maintained in a condition approximating that set out by the original manufacturer. The Contractor shall only use “OEM Approved” replacement parts on District-owned buses. Failure to maintain the buses in a condition acceptable to the District will constitute a default of this Contract. The Contractor shall provide annually to the District a schedule which details all routine and preventative maintenance scheduled for each District-owned and Contractor-owned bus, as well as a monthly report to the District, detailing all service done to each District-owned and Contractor-owned bus.

4.2.2 Additional Vehicle Maintenance. The Contractor shall maintain all other District-owned vehicles (referred to herein as the District’s “White Fleet”) in a good and safe mechanical and operating condition. Mechanically, the White Fleet shall be maintained in a condition approximating that set out by the original manufacturer(s). Failure to maintain the White Fleet in a condition acceptable to the District will constitute a default of this Contract.

- 4.2.3 Cost of Maintenance.** The Contractor shall be responsible for all costs and expenses associated with the maintenance of all District-owned buses and Contractor-owned buses serving the District. All costs for labor and parts required for the maintenance and repair of the White Fleet will be paid for by the District. Necessary labor to maintain and repair the White Fleet shall be reimbursed at a cost of \$_____ per hour and parts will be reimbursed at cost.
- 4.3 Routing.** Throughout the Initial Term, and any Renewal Term(s) which is/are exercised, the Contractor shall provide for efficient routing of all general education, special needs or other transportation of the District as more fully set forth in Section 8.1 of this Contract.
- 4.4 Personnel.** Throughout the Initial Term, and any Renewal Term(s) which is/are exercised, the Contractor shall select, train, compensate and retain all personnel necessary for the provision of the Transportation Services and Maintenance Services as more fully set forth herein.
- 4.5 Student Discipline.** Throughout the Initial Term, and any Renewal Term(s) which is/are exercised, the Contractor shall cooperate with the District regarding any Student discipline arising out of the Transportation Services, as requested and as mandated by District policies, procedures and guidelines, as those may be amended from time to time by the District's Board of Education. The Contractor shall comply with all applicable Family Educational Rights and Privacy Act ("FERPA").
- 4.6 Communication.** Throughout the Initial Term, and any Renewal Term(s) which is/are exercised, the Contractor shall provide effective communication with the District, including, but not limited to, all Contractor personnel, parents, students and the community.

5. BUSES

- 5.1 District-Owned Buses.** The Contractor will utilize those District-owned buses currently in service and identified by the District to provide the Transportation Services. Title to District-owned buses shall remain with the District. The Contractor shall use District-owned buses only to provide the Transportation Services, unless otherwise provided for by law. The District shall provide prior to the commencement of the Initial Term, the model, year, body type and odometer reading of each District-owned bus that will be made available for use by the Contractor for the Transportation Services.
- 5.2 Contractor-Owned Buses.** The Contractor shall purchase new Type I or Type II buses (as defined in the Pupil Transportation Act), at its sole cost and expense, in accordance with the Bus Purchase Schedule and Specifications, attached hereto and incorporated herein by reference as **Exhibit C**. The District reserves the right to review and approve any bus proposed to be purchased by the Contractor in

accordance with the Bus Purchase Schedule and Specifications. Title to the new buses purchased by Contractor shall remain with the Contractor. These buses shall be used, in conjunction with the District-owned buses, to provide the Transportation Services. All Contractor owned buses shall have “TROY SCHOOL DISTRICT” on the belt line. Provided that it does not interfere with the operation or provision of the Transportation Services, Contractor may utilize Contractor-owned buses to provide charter transportation services to other groups (“Outside Services”). Contractor shall appropriately cover or mask all references to the District on any Contractor-owned buses used to provide Outside Services.

- 5.3 Bus Specifications and Equipment.** All buses used to provide the Transportation Services shall be operated, equipped and maintained in strict compliance with all applicable federal, state and local laws, rules and regulations, including but not limited to the Pupil Transportation Act, as well as all District Board of Education policies, procedures, rules and regulations.

5.3.1 Radio Communication System. All District-owned and Contractor-owned buses shall be equipped with a two-way radio communication system. All District-owned buses are currently equipped with two-way radio communication equipment. To ensure that the radios are in good operating condition at all times, the Contractor shall maintain all radio communication equipment in good working order. The Contractor shall maintain the entire radio communications system at its sole cost and expense. The Contractor may utilize the radio communication equipment currently installed in District-owned buses, as well as spare equipment and the base station(s) for Contractor’s on-site management personnel, at no cost to the Contractor. The Contractor may upgrade the radio communication system for the buses if it so desires, upon the prior approval of the District. All radio communication equipment on District-owned buses shall be used exclusively for Transportation Services operated for the District. The Contractor shall instruct all bus drivers and other appropriate personnel regarding the use and operation of the radio communication equipment in accordance with all applicable laws, rules, policies and procedures, including but not limited to those of the Federal Aviation Administration (the “FAA”) and the District. If the Contractor changes, modifies or upgrades any of the radio communication equipment, at the expiration or earlier termination of this Contract, all District-owned buses shall be equipped with a fully operational radio communication system of like or equal quality as the system on the District-owned buses at the commencement of this Contract, at no cost to the District.

5.3.2 Video Surveillance System. District-owned and Contractor-owned buses may be equipped with a video surveillance system. Five (5) District-owned buses currently have an infra-red color video surveillance system in place, and five (5) other District-owned buses have camera mounts installed so that the cameras may be switched between buses, and the Contractor may utilize these systems. Notwithstanding the foregoing, the

Contractor shall be responsible for all operational and maintenance costs associated with these systems. If the Contractor changes, modifies or upgrades any of the video surveillance system, at the expiration or earlier termination of this Contract, five (5) District-owned buses shall be equipped with a fully operational video surveillance system of like or equal quality as the video surveillance system on the District-owned buses at the commencement of this Contract, at no cost to the District, and five (5) buses shall have camera mounts of like or equal quality as the camera mounts on the District-owned buses at the commencement of this Contract.

- 5.4 Bus Inspections.** All buses shall be inspected by Contractor on a daily basis for defects (mandatory federal and/or state pre-trip inspections) and Contractor shall cause to be remedied any defects before using said buses. All buses shall be inspected annually by the Michigan Department of State Police (the “MSP”) and the Contractor shall submit, in writing, the inspection results of all District-owned and Contractor-owned buses serving the District within thirty (30) days of the completion of the MSP inspections. Contractor shall verify to the District in writing prior to the commencement of the Initial Term of this Contract, that all buses used for the provision of the Transportation Services have been inspected by the MSP and have passed that inspection. Contractor shall neither operate nor permit to be operated any bus which has not been inspected by the MSP or has failed inspection. The District shall have the right to inspect, at any time, any and all buses used for the provision of the Services for purposes of ensuring compliance with all applicable laws and the terms and conditions of this Contract. Any violation of this subparagraph 5.4 will result in an automatic and immediate termination of this Contract.
- 5.5 Spare Buses.** The Contractor shall keep and maintain, in strict accordance with all applicable laws and this Contract, a quantity of spare buses equal to an amount deemed to be necessary by the Contractor to perform the Transportation Services in accordance with the terms and conditions of this Contract.
- 5.6 Age of Buses.** Type I buses used for the provision of the Transportation Services shall not exceed the age of twelve (12) years. Type II buses used for the provision of the Transportation Services shall not exceed the age of twelve (12) years. The Contractor shall purchase new buses, which title to said new buses will remain with the Contractor, during the Initial Term or any Renewal Term(s) in order to maintain these replacement standards. The Contractor shall notify the District in writing at least thirty (30) days prior to purchasing a replacement bus and such notice shall indicate the District-owned bus(es) which is/are being permanently retired/replaced to enable the District to sell or dispose of said retired District-owned bus(es). Notwithstanding the foregoing, spare buses may exceed the maximum age requirements set forth above, provided all federal, state, District and Contractor safety, operational and mechanical requirements are met.

5.7 Bus Re-Purchase. In the event this Contract expires or is earlier terminated as provided for herein, the District shall have the right to purchase, at its sole discretion, Contractor-owned buses serving the District in order to permit the District to operate all necessary transportation services. If this option is exercised by the District, the District shall pay the “fair market value” for each bus it elects to purchase from the Contractor. The “fair market value” for each bus shall be the book value for the bus using a depreciation rate as determined by the State of Michigan, Department of Education. This re-purchase transaction shall be in the form of an Installment Purchase Agreement, not to exceed six (6) years in duration, financed by a Lender of the District’s sole discretion. This re-purchase transaction is commonly known in Michigan as Act 99 financing.

5.8 Removal From Service. A bus shall be declared unfit for service and removed from service if the bus:

5.8.1 Does not comply with the legal requirements, including, but not limited to, the Pupil Transportation Act; or

5.8.2 Is defective in a way that threatens the safety of Students or of persons near or around the bus; or

5.8.3 Is defective in a way that, if the bus were operated, it may damage the bus or damage the District’s property.

5.8.4 Exceeds the Contractor’s standards for the age of the bus being a maximum age of twelve (12) years for Type I buses and twelve (12) years for Type II buses.

Such buses shall not be returned to service until the defect or cause of non-compliance has been corrected.

5.9 Fuel. The District agrees to purchase and/or pay actual fuel costs associated with the Transportation Services provided under this Contract. The Contractor shall ensure that no fuel purchased or paid for by the District is used by the Contractor for the provision of the Outside Services. If a Contractor-owned bus is used for Outside Services, it shall leave the Facility with a full tank of fuel and return to the Facility with a full tank of comparable quality fuel purchased from an outside vendor. The Contractor shall be responsible for any taxes relative to fuel used for Outside Services. The Contractor shall utilize the District’s “card system” to track fuel usage of the buses at no cost to the Contractor.

6. CONTRACTOR PERSONNEL

The Contractor shall provide all personnel necessary for the provision of the Transportation Services and Maintenance Services under this Contract. The District may review all pre-employment and other records regarding any prospective or actual employee of the Contractor assigned to work under this Contract. The District may also

request orally or in writing the removal of any prospective or actual employee or agent of the Contractor from working under this Contract. The Contractor shall comply with any such request. All Contractor personnel shall wear uniforms that are approved by the District. All Contractor personnel shall wear a Contractor-issued picture identification badge, approved by the District, at all times and said badge shall be worn above the waist.

6.1 Management Personnel. The Contractor shall, at a minimum, provide throughout the Initial Term and any Renewal Term(s) of this Contract, one (1) on-site, full-time, (40 hours per week), experienced manager, one (1) dispatcher, one (1) routing coordinator and one (1) administrative assistant/secretary, acceptable to the District and Contractor, who shall be responsible for the Contractor's performance of its obligations under this Contract. Full time means Monday through Friday, office coverage will be 5:30 a.m. to 5:30 p.m. with a non-service period for breaks and lunch to equal eight (8) hours per day. The assigned manager shall have, at a minimum, qualifications which meet the standards set forth in the requirements of the Pupil Transportation Act. The manager must hold and maintain a current commercial drivers license and a current school bus driver certificate in accordance with the Pupil Transportation Act. It is understood that management and clerical personnel will be entitled to annual vacations, provided such vacations do not conflict with District operations during the school year.

6.2 Maintenance Personnel. The Contractor shall, at a minimum, provide throughout the Initial Term and any Renewal Term(s) of this Contract, four (4) on-site, full-time, lead ASE certified mechanic (National and State of Michigan), all acceptable to the District and Contractor, who shall be responsible for all Maintenance Services. Full-time means Monday through Friday, forty (40) hours per week. At least one mechanic must be on duty when buses are in operation during the school day between 5:30 a.m. and 5:30 p.m. daily. The lead mechanic and other mechanics must hold and maintain a current commercial drivers license and a current school bus driver certificate in accordance with the requirements of the Pupil Transportation Act. It is understood that maintenance personnel will be entitled to annual vacations, provided such vacations do not conflict with District operations during the school year.

6.3 Bus Driver Personnel.

The Contractor shall provide throughout the Initial Term and any Renewal Term(s) of this Contract, all necessary drivers and/or paraprofessionals/bus aids, as required by the District, to perform the Transportation Services contemplated herein. The Contractor shall comply with Equal Employment Opportunity and Affirmative Action requirements as stipulated in Executive Order 11246 and Executive Order 11375 and all subsequent amendments thereto and superseding orders.

6.3.1 District's Philosophy: It is the District's intent to provide high-quality transportation services and to ensure the safety and comfort of the District's

pupils. The Contractor hereby recognizes and agrees to uphold the following standards for its personnel.

6.3.1.1 For the protection of pupils, the drivers and other persons who have contact with pupils and their families must be of stable personality good moral character, and shall meet or exceed all certifications and requirements mandated by all applicable federal, state and local laws, rules and regulations.

6.3.1.2 The Contractor shall neither allow any person to drive a school bus if that person's conduct might in any way expose Students to any impropriety of word or conduct, nor shall the Contractor allow any person to drive a school bus who is not, at any time, in a condition of mental and emotional stability.

6.3.1.3 The use of tobacco and the possession or use by any person of alcohol, controlled substances, illegal drugs, firearms, knives, or other weapons are prohibited on school buses, or District property.

6.3.1.4 All drivers and paraprofessionals/bus aides shall comply with District policies concerning student management and discipline, including, but not limited to, non-discrimination and corporal punishment of Students.

6.3.2 Pre-employment Screening: The Contractor shall develop and implement a pre-employment interview and/or screening program for all candidates for employment in driving a school bus and/or working on District property or in a District facility. The screening program shall be designed to assist the Contractor in determining the candidates' qualifications for work with Students in the transportation setting. This procedure must be reviewed and approved in advance by the District to ensure compliance with any and all applicable federal and state laws, rules, ordinances, District policies and regulations and licensing and permitting requirement applicable to providing the Transportation Services contemplated in this Contract, including, but not limited to:

6.3.2.1 Meeting all of the requirements of the Pupil Transportation Act, including, but not limited to, (i) not permit any person 17 years of age or less operate any bus; (ii) not permit any person to operate a bus unless that person possesses a valid chauffeur's license, the appropriate vehicle group designation, a passenger vehicle endorsement, and a school bus endorsement as required under section 312e of the Michigan vehicle code, 1949 PA 300, MCL 257.312e; (iii) not permit any person with a commercial driver license to operate a bus, unless the operation is in compliance with the drug and alcohol testing regulations under 49 CFR parts 40 and 382; and (iv) ensure a commercial driver license skills test has

been passed by all persons who have violated any portion of MCL 257.1849(4).

6.3.2.2 Providing training for all bus drivers, regardless of whether they are full-time, temporary or substitute drivers. This training must include twenty-one (21) hours of classroom instruction provided by the Oakland Intermediate School District. Contractor must provide an additional forty (40) hours of classroom/behind the wheel training. All drivers shall receive at least six (6) hours of in-service training bi-annually from Contractor as required by the Pupil Transportation Act. All drivers shall be adequately trained to ensure proficiency in operating the bus to which the driver will be assigned. Drivers who are assigned to transport special needs Students shall be adequately trained and physically able to carry out the transportation of the special needs Students.

6.3.2.3 Establishing and administering tests acceptable to, and approved by, the District that are designed to determine the presence of illegal drugs, controlled substances, or alcohol. The Contractor shall conduct random and reasonable suspicion drug and alcohol testing for all safety sensitive employees according to Federal and Michigan law, rules and regulations and District policy. The Contractor shall have a zero tolerance policy for testing positive to drugs and alcohol and shall immediately remove a driver or other personnel if they refuse to submit to a drug test, tests positive for illegal drugs, controlled substances or alcohol or violates the law, possesses, sells or consumes illegal drugs, controlled substances or alcohol on District property.

6.3.2.4 Not providing or allowing any bus drivers under this Contract who have more than three (3) points currently on his/her driving record pursuant to the State of Michigan point system maintained by the Michigan Secretary of State. Contractor shall also not provide any drivers under this Contract who have been convicted at anytime of driving under the influence of intoxicating liquor or an illegal substance. All drivers shall be carefully selected as to character and ability and must meet and pass all requirements and tests provided under federal and state laws, rules and regulations, including, but not limited to, the Pupil Transportation Act.

6.3.2.5 Meeting the requirements of the *School Safety Initiative Legislation*, being MCL 380.1230, 380.1230a, 380.1230c, 380.1230d and 380.1230g. The Contractor acknowledges and agrees that unless the District notifies the Contractor that it is not subject to the provisions of Michigan Public Act 84 of 2006, as amended, the Contractor will have any and all of its agents,

employees or representatives who will be on any District premises to carry out the Transportation Services or Maintenance Services contemplated by the Contract Documents, fingerprinted and subjected to criminal history and background checks through the Michigan State Police and Federal Bureau of Investigation, as detailed in Public Act 84 of 2006, as amended, prior to commencing any work under this Contract by presenting themselves, or any of its agents, employees or representatives, for proper fingerprinting and criminal backgrounds checks, as directed by the District, or provide written notification to the District that Contractor or its employee(s) has previously completed fingerprinting and a criminal history and background check in connection with contracting or working for another Michigan school district, intermediate school district, public school academy or nonpublic school (each an "Agency") and consents to the sharing or transferring of the appropriate fingerprinting and criminal history background report from the other Agency. If Contractor wishes to receive a copy of any report, it shall have the employee provide written consent to the District acknowledging its consent to provide Contractor with a copy of the report at the time fingerprinting and background checks are initiated. Additionally, unless notified it is not subject to Michigan Public Act 84 of 2006, as amended, the Contractor represents and warrants to the District that it will at all times during the Initial Term or any Renewal Term of this Contract be in compliance with the provisions of Michigan Public Act 84 of 2006, as amended, including, but not limited to, reporting to the District within 3 business days of when any of its agents, employees or representatives who will be on the District's premises to carry out the Transportation Services and/or Maintenance Services contemplated by the Contract Documents, is/are charged with a crime listed in Section 1535a(1) or 1539b(1) of the Revised School Code, being MCL 380.1535a(1) and 380.1539b(1), or a substantially similar law, and to immediately report to the District if that person is subsequently convicted, plead guilty or plead no contest to that crime. The Contractor shall indemnify, defend and hold the District, its employees, Board of Education, and each member thereof, agents and consultants, harmless from and against any and all claims, counter-claims, suits, debts, demands, actions, judgments, liens, liabilities, costs, expenses, including actual attorneys fees and actual expert witness fees, arising out of or in connection with any violation of, or the Contractor's failure to comply with, the requirements of Michigan Public Act 84 of 2006, as amended, or this paragraph. The Contractor shall be responsible for all costs and expenses associated with the above-required fingerprinting and background checks. The Contractor shall supply all necessary data and

information, as requested by the District, to enable the District to properly submit Contractor and its employees and agents for inclusion in the State of Michigan Department of Education's list of "registered educational personnel."

6.3.3 Bus Driver Evaluation. The Contractor shall evaluate bus drivers on their routes at least once each academic year for the purpose of observing their driving practices with respect to safety, mechanical operation, conformance with laws, policies, and regulations, adherence to established routes and schedules, handling of Students, and other factors inherent in the Transportation Services and the transportation of Students. All drivers assigned to perform Transportation Services under this Contract shall maintain a minimum evaluation rating of "satisfactory" in all evaluation categories. Mandatory retraining shall be assigned as appropriate.

7. CONTRACTOR RECORDS AND REPORTING REQUIREMENTS

The Contractor shall make available to the District at any time all operating, personnel and maintenance records that the District may request. Additionally, the Contractor will provide certain regular reports to the District as specified by the District.

7.1 Records To Be Maintained By The Contractor:

7.1.1 Operating Records: The Contractor, during the Initial Term and any Renewal Term of this Contract, shall maintain, and permit the inspection of by the District at its request, records indicating route numbers, bus numbers, the name and number of Students transported to each school site, the number of miles and hours driven, and the program to which the Students are assigned (being either regular education or special education). These operating records shall contain all information necessary for the District to completely fulfill all reporting requirements mandated by the State of Michigan, including but not limited to, Pupil Transportation Forms SE-4094, SE-4096, and SE-4107. These records must be provided to the District so that the District may timely file all of the necessary aforementioned reports to receive any and all allotted transportation reimbursement from the State of Michigan or its respective Intermediate School District ("ISD").

7.1.2 Personnel Records: The Contractor, during the Initial Term and any Renewal Term of this Contract, shall maintain, and permit the inspection of by the District at its request, records that include documentation of all drivers, management, and support staff compliance with all legal requirements and with all standards and requirements set forth in the Contract or requested by the District. The Contractor shall furnish to the District the following information semi-annually relative to each driver, and Contractor shall be responsible for keeping such information current:

- 7.1.2.1 Name of driver (last, first and middle initial);
- 7.1.2.2 Driver's address;
- 7.1.2.3 Proof of proper licensure, including the driver's driving permit and driver's license number;
- 7.1.2.4 Bus Driver Certification status and schedules;
- 7.1.2.5 Normal routing assignment;
- 7.1.2.6 Normal bus assignment.

7.1.3 Bus Records: The Contractor, during the Initial Term and any Renewal Term of this Contract, shall maintain, and permit the inspection of by the District at its request, the following records, at no cost to the District:

- 7.1.3.1 The number of buses unavailable for service during each school bus operating shift (morning run, midday run, or afternoon run) due to inspection, repair, or other reason;
- 7.1.3.2 The number and details of any roadway breakdown or halt of service suffered by buses that serve the District;
- 7.1.3.3 Details of Other Transportation Services, including hours and mileage of each run performed; and
- 7.1.3.4 All pre-trip inspection sheets completed by drivers transporting the District's Students.
- 7.1.3.5 The model, year, body type and odometer reading of each bus and the Contractor shall provide this information annually, by June 30 or each year, to the District.

7.1.4 Maintenance Records. The Contractor, during the Initial Term and any Renewal Term of this Contract, shall maintain, and permit the inspection of by the District at its request, the following records, at no cost to the District:

- 7.1.4.1 Bus and vehicle owners' manuals that include documentation of compliance with all legal requirements and with all standards and requirements set forth in this Contract, including, but not limited to, the requirements of the Pupil Transportation Act;
- 7.1.4.2 All records necessary to indicate all maintenance or repairs completed on any bus or White Fleet vehicle, the reason for the repair, the number of hours to complete the maintenance or repair and the cost of the repair. These records shall be provided to the District on a monthly basis during the first year of the Initial Term. After the Initial Term, these records will be available upon request.

7.1.5 Reports to Be Submitted Regularly to The District By The Contractor:

If any of the following events occur during the Contractor's performance of the Contract, the Contractor shall report to the District the described information within a period of one (1) working day:

7.1.5.1 If permanent route driver assignments change, the Contractor shall provide an updated list of routes and drivers assigned to those routes. If several changes are made, a list is required no more than once per week.

7.1.5.2 If a pupil is cited for behavior or other reason(s) while riding a bus, the Contractor shall report in writing to the District the nature, time, and date of the incident(s). Every driver shall at all times adhere to the District's established student disciplinary policies.

7.1.5.3 If the Michigan State Police inspects any vehicles serving the District or inspects the facility where the buses are parked and maintained, the Contractor shall provide to the District a copy of the inspection report.

7.1.5.4 At the request of the District, the Contractor shall immediately remove from service any and all buses that are determined unfit for service by the District or by the MSP. The District shall provide specific reasons to the Contractor for such requests to remove buses from service.

7.1.5.5 If any runs were late or missed during a week, the Contractor shall submit a written summary for the week of all late or missed trips, including the cause of the problem and any corrective action taken.

7.1.6 Accident Reports. All accidents or incidents involving the District's Students, personnel, and equipment shall be verbally reported to the District immediately. The driver involved in any accident shall, at the discretion of the District's liaison or supervisor, submit to Drug and Alcohol Testing immediately following the accident, unless otherwise provided for by law. A written report shall be submitted to the District by the Contractor within 24 hours of the time of the accident. Accident reports shall make clear or provide at a minimum the following:

7.1.6.1 Whether Students were on the bus or loading or unloading from the bus at the time of the accident;

7.1.6.2 Whether any injury occurred;

7.1.6.3 The driver, location, involvement of other vehicles, and nature and extent of any property damage; and

7.1.6.4 A list of all known witnesses.

The Contractor shall provide to the District any accident reports obtained from the Michigan State Police or from any other law enforcement agency as soon after the accident as they become available. The Contractor shall use the Michigan Department of Education form as mandated by the State of Michigan.

7.1.7 Record Retention. The Contractor shall maintain all records in accordance with the State of Michigan Education Bulletin #522 Revised and District policy.

8. ROUTING

8.1 Establishment of Routes. Contractor agrees to work in cooperation with the District to establish the most advantageous routing plan for the safety of Students within the guidelines provided for in this Contract and the District's Board of Education policies. Contractor agrees to work with District designees regarding necessary Individual Education Plan ("IEP") transportation requirements. Contractor shall pick-up Students identified by the District at any location and at times approved by the District to transport to the classes/facilities set by the District. District practice mandates that the maximum ride time not exceed 30 minutes for general education Students and 45 minutes for in-District special education Students, each way. Notwithstanding the foregoing, any necessary out-of-District transportation may exceed these time limits. Contractor shall transport designated Students to such locations, arriving at times approved by the District and return them to their stops, using routes recommended by Contractor and approved by District. All pick-ups of Students may be door-to-door or in groups as specified by District policies. Subsequent to approval by the District of the Contractor's recommended routing plan, Contractor shall make no substantial changes thereto without prior notice to, and written approval by, the District. The Contractor will provide their recommended routing plan to the District no later than four (4) weeks before the first day of school each year. If a route needs to be modified during the school year, the Contractor shall modify the route(s) either by addition/deletion or modification, as soon as possible, but in no more than five (5) days after receiving notice from the District.

8.2 Other Transportation Service Routes/Scheduling. The District shall give the Contractor three (3) days prior notice, whenever possible, of any scheduled Other Transportation Services, including, but limited to, field trip, extra-curricular or athletic route, identifying the destination and the number of buses required. The District may cancel any scheduled Other Transportation Services upon notice to the Contractor.

8.3 Notification to Students. After approval of the recommended routing plan by the District, the Contractor shall notify each Student at least two (2) weeks prior

to the start of each school year of the applicable pick-up times and shall notify each Student as to any subsequent change in time of pick-up or route, as approved by District, which will affect any Student. The Contractor and the District shall mutually agree in writing on a method of notification to parents and Students of scheduled pick-up times prior to the start of each school year and the costs for notification shall be borne by the District. The Contractor shall notify each Student as to any subsequent change in time of pick-up, location, or route, as approved by District, which will affect any Student. All necessary continuing communications shall be in conjunction with the District.

- 8.4 Complaints.** Contractor agrees to promptly, courteously and continuously address any and all complaints or concerns brought to its attention by guardians, family members, District staff, or other parties representing the interests of any Students and shall promptly notify District authorities. Contractor shall submit a summary of all complaints and concerns brought to its attention by guardians, family members, District staff, or other parties representing the interests of any Students, along with a summary of the resolution of such complaint or concern, on a monthly basis to the District.
- 8.5 Routing System/Software and GPS.** The Contractor shall maintain the transportation portion of the current student database contained in the computer routing system. The Contractor's computer routing software shall be able to accept data transport from the District's current student package and its current routing software. The computer routing software must be able to optimize routes and perform route simulations and generate alternatives for planning purposes. The Contractor shall be responsible for any software upgrades to, and licensing fees for, this system, if required. If any change in the computer routing system or a GPS system is desired by the Contractor, the District shall receive prior notice and shall consent to and approve any change in the computer routing system or a GPS system desired by Contractor, in writing, which consent and approval shall not be unreasonably withheld. The Contractor shall be responsible for any and all costs associated with any new computer routing system and/or any GPS system that the Contractor desires to implement. At the expiration or earlier termination of this Contract, the District shall be given all appropriate access to the most recent routes and accompanying Student data, and be able to use such system for its operations.
- 8.6 Miscellaneous Routing Issues.** Contractor shall permit authorized District representative(s) to ride all buses on all routes for the purpose of determining bus stop, route scheduling, or parent/community complaints, the mechanical conditions and cleanliness of buses, driver evaluation, discipline, whether the schedules are being met, and similar matters. No persons other than Students, Contractor employees, District authorized personnel or employees, or drivers in training, are to ride the buses without the written approval of the District's Superintendent or his/her designee. No bus will be loaded with Students such as

to transport more than 100% of the number of Students for which the bus has a rated seating capacity.

- 8.7 Mechanical Break-down.** In the event of a mechanical failure or breakdown of any bus providing Transportation Services required hereunder, Contractor agrees that a spare bus and driver shall respond to the site of the breakdown, as quickly as possible, for transfer of Students for delivery to their destination in accordance with this Contract. The Contractor shall also provide road side assistance and service calls for all buses.

9. FACILITIES, STORAGE AND MAINTENANCE OF BUSES AND VEHICLES

The District agrees to lease to the Contractor for \$1.00 per year, the District's existing transportation facility located at 120 Hart Street, Troy, MI 48098 (the "Facility"), the District's large tools and special equipment (being those large tools and special equipment which are fixtures or immovable), in accordance with the terms and conditions contained in the Lease Agreement between the Parties, which Lease Agreement is attached hereto and incorporated herein by reference as **Exhibit A**. The Facility will have a transportation maintenance garage, bus parking area, and space for an office and driver's lounge. The Facility also includes a stand-alone auxiliary building which houses the District's "bus wash." All buses, related equipment and other personal property under this Contract shall be stored, maintained, and serviced at the Facility. The District may, at its sole discretion, permit other public, private and parochial school districts to use the Facility for their bus servicing operations, provided such use does not interfere with the District's or Contractor's operations under this Contract.

10. RATES, INVOICING AND PAYMENT

Unless otherwise stated herein, rates are as follows:

- 10.1 Rates.** Rates for Transportation Services shall be in accordance with Contractor's rate schedule, attached hereto and incorporated herein by reference as **Exhibit B**. Maintenance Services rates are included within these specified rates.

Contractor shall be guaranteed a minimum of one hundred seventy-nine (179) days, or the number of days required by law, of paid Daily Transportation Services each year of the Initial Term. The District shall not be charged for any Transportation Services that are not rendered. Contractor agrees to abide by the District's closing of schools, delay of schools and early dismissal of schools for weather-related or other calamity(ies). If the District needs to cancel any Transportation Services due to a calamity(ies), the District shall not be charged for those cancelled Transportation Services, provided that the District notifies the Contractor that Transportation Services are cancelled by 5:30 a.m. the day of the cancellation relative to Daily Transportation Services (and related shuttles) and at least two (2) hours prior to the departure time for Other Transportation Services. It is understood that all rates are based upon operational information provided by the District in the RFP. Should such information be incorrect, Contractor may

request renegotiation of its rates. If renegotiations do not result in a mutual agreement as to such rates, the Contractor may terminate this Contract with ninety (90) days written notice to the District.

10.2 White Fleet Maintenance Rates. Rates for maintenance and repair of the White Fleet shall be \$_____ per labor hour, or fraction thereof. The District will reimburse the Contractor for all parts at cost. All maintenance and repair of the White Fleet shall only be completed upon receipt of written approval from the District.

10.3 Rate Adjustment. Adjustments to the rates for Transportation Services, paraprofessional/bus aide rates as required by the District and Maintenance Service rates for any Renewal Term(s) will be effective July 1 of that contract year. The rates for the first Renewal Term, if exercised by the District shall be determined by adjusting the rate for year three of the Initial Term by the lesser of: i) the percentage increase or decrease, if any, between the index number, as established by the Consumer Price Index, All Items, for the Detroit Metropolitan Area, published by the United States Department of Labor, Bureau of Labor Statistics; or ii) three percent (3%). The rates for any subsequent Renewal Term(s) shall be determined by the above formula. Rates may not otherwise be modified unless upon the mutual written agreement of the Parties.

10.4 Invoices. Contractor shall invoice the District in equal installments on a once-per-month basis for all Transportation Services and Maintenance Services rendered under this Contract. Invoices shall itemize charges as requested by the District. The Contractor will invoice the District for all approved White Fleet Maintenance completed on a separate invoice and shall submit said invoice to the District together with the regular monthly invoice. Invoices shall be submitted to the Accounts Payable Department, Troy School District, 4400 Livernois Road, Troy, Michigan, 48098.

10.5 Payments. Payment of undisputed amounts in each invoice shall be made within 30 days of receipt of the invoice. The District will issue one payment per month. Disputes regarding amounts contained in any invoice will be communicated to Contractor by the District, in writing, within ten (10) business days of the receipt of the disputed invoice. Payments of disputed amounts will be delayed unless Contractor is able to resolve the matter to the District's satisfaction within ten (10) business days prior to payment due date. The District will not be assessed any late payment penalties, fines or charges for disputed amounts not timely paid due to Contractor's failure to timely resolve the matter as set forth above.

11. INSURANCE

The Contractor shall maintain the following insurance in force at all times during the Initial Term and any Renewal Term(s) of this Contract, with an "A" rated Best insurance carrier acceptable to the District. The Commercial General Liability and Motor Vehicle Liability Insurance policies, as described herein, shall include an endorsement stating the

following shall be named as an “Additional Insured,” the Troy School District, all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers thereof.

<u>Policy</u>	<u>Minimum Limits</u>
(a) Workers Compensation	Statutory
(b) Comprehensive General Liability	
(1) Bodily Injury Liability	\$1,000,000 each person \$1,000,000 each occurrence \$2,000,000 aggregate
(2) Property Damage Liability	\$1,000,000 each occurrence
(c) Comprehensive Automobile Liability	
(1) Bodily Injury Liability	\$1,000,000 each person \$1,000,000 each occurrence
(2) Property Damage Liability	\$1,000,000 each occurrence
(d) Excess Umbrella Liability	
Combined Single Limit Bodily Injury and/or Property Damage	\$10,000,000 each occurrence \$10,000,000 aggregate
(e) Employer Liability Insurance	\$500,000 each occurrence

Note: Comprehensive Liability to include, but not limited to:

- ii) Existence of busses or vehicles on Location.
- iii) Contractual obligations.

The insurance carrier must notify the District and the Contractor 30 days prior to the expiration, termination or material change of such insurance coverage.

These coverage’s and limits are to be considered minimum requirements under this Contract and shall in no way limit the liability or obligations of the Contractor under this Contract.

The District shall provide fleet liability insurance coverage. Notwithstanding the foregoing, any damage to District property, which shall include the District Facilities, the buses or the White Fleet, caused by the Contractor, its agents or employees shall be repaired so that the property is in as good condition prior to such damage. All repairs shall be accomplished at no cost to the District. If a bus is in an accident that the Contractor decides the cost to repair the bus exceeds its value, the Contractor will have

the choice of replacing such unit with a like or equal, or to purchase a new unit. In such a case, the District will pay the difference between the cost of a new unit and the residual value of the bus before the accident. In these cases, the District's insurance company will deem what's fair and equitable.

The Contractor shall not commence operations under this Contract until the Contractor has obtained all insurance stated in these requirements, all insurance has been reviewed by the District, and Certificates of such insurance have been made available to the District.

12. INDEMNIFICATION

12.1 General Indemnification. Contractor shall indemnify, defend and hold harmless the District, its Board and its Board Members in their official and individual capacities, its employees and agents, from and against all claims, counter-claims, suits, debts, demands, actions, judgments, liens, liabilities, costs, expenses, damages, and actual attorney fees and actual expert witness fees arising out of or in connection with Contractor's performance of the Transportation Services and Maintenance Services pursuant to this Contract and/or from Contractor's violation of any of the terms of the Contract, including, but not limited to: (i) the negligent acts or willful misconduct of the Contractor, its officers, directors, employees, agents and subcontractors; (ii) any breach of the terms of this Contract by the Contractor; (iii) any violation of applicable state and/or federal law, rule, ordinance, policy or regulations and/or licensing and permitting requirement applicable to providing the Transportation Services or Maintenance Services; or (iv) any breach of any representation or warranty by the Contractor under this Contract. The Contractor shall notify the District by certified mail, return receipt requested, immediately upon knowledge of any claim, suit, action, or proceeding for which it may be entitled to indemnification under the Contract.

12.2 Environmental Indemnification. Throughout the Initial Term, or any Renewal Term of this Contract, Contractor shall not permit itself or any third party to use, generate, handle, store or dispose of any Hazardous Substances in, on, under, upon or affecting any District property in violation of any applicable law or regulation. As used herein, the term "Hazardous Substances" shall mean (i) any hazardous or regulated substance as defined by all federal, state and local environmental laws, including, but not limited to, Federal Water Pollution Control Act (33 U.S.C. §§ 1251 et seq.) ("Clean Water Act"), the Resource Conservation & Recovery Act (42 U.S.C. §§ 6901 et seq.) ("RCRA"), Safe Drinking Water Act (42 U.S.C. §§ 300f-j-26), Toxic Substances Control Act (15 U.S.C. §§ 2601 et seq.), Clean Air Act (42 U.S.C. §§ 7401 et seq.), the Comprehensive Environmental Response, Compensation and Liability Act (42 U.S.C. §§ 9601 et seq.) ("CERCLA"), the Emergency Planning and Community Right to Know Act, 42 U.S.C. §§ 11001 et seq. ("EPCRA"), the Michigan Natural Resources and Environmental Protection Act (MCL § 324.101 et seq.) the administrative rules and regulations promulgated under such statutes, or any other similar federal,

state or local law or administrative rule or regulation of similar effect, each as amended and as in effect and as adopted as of the date of execution of this Contract, (ii) any other pollutant, contaminant, hazardous substance, solid waste, hazardous material, radioactive substance, toxic substance, noxious substance, hazardous waste, particulate matter, airborne or otherwise, chemical waste, medical waste, crude oil or any fraction thereof, radioactive waste, petroleum or petroleum-derived substance or waste, asbestos, PCBs, radon gas, all forms of natural gas, or any hazardous or toxic constituent of any of the foregoing, whether such substance is in liquid, solid or gaseous form, or (iii) any such substance the release, discharge or spill of which requires activity to achieve compliance with applicable law. This paragraph shall survive the expiration or earlier termination of this Contract.

13. TERMINATION

13.1 Termination For Cause. In the event the Contractor fails, at any time, to comply with, fully perform and strictly adhere to any covenant, condition or representation contained in this Contract or the Contract Documents, whether it be performed by the Contractor, its agents or employees, the District shall have the right to provide written notice to the Contractor of such breach. If such breach, in the District's reasonable discretion, causes the Contractor to provide the Transportation Services or Maintenance Services in any unsafe manner or process, including but not limited to, bus driver recruitment and training, bus driver safety process and procedure, pupil passenger safety process and procedure, vehicle specifications, inspection and maintenance, facility management and environmental compliance, routing, or pupil passenger pick-up/drop-up points, the Contractor shall be afforded forty-eight (48) hours to remedy any such breach from the time of receipt of such written notice. For any other such breach by Contractor, Contractor shall have fifteen (15) business days to remedy such breach from the time of receipt of such written notice. Notwithstanding the foregoing, if such safety breach is impossible to remedy within forty-eight (48) hours, only because of weather conditions making roads impassable or other acts of God or strikes, the District, at its option, may extend said remedy period in its sole discretion, in writing. If Contractor fails to cure any breach with the forty-eight (48) hour or fifteen (15) day periods, or as those periods may be extended by the Parties, this Contract shall immediately terminate without the requirement of further notice to the Contractor. Further, failure to exercise the District's rights within forty-eight (48) hours or fifteen (15) days does not preclude any subsequent right to exercise at a later date. If the Contract is terminated in accordance with any of the provisions contained herein, all rights of the Contractor under the Contract shall cease.

13.2 Termination for Convenience. Notwithstanding Section 13.1, this Contract may be terminated by the District without cause upon six (6) months advance written notice to the Contractor, or as otherwise agreed to in writing by both parties. If the Contract is terminated in accordance with any of the

provisions contained herein, all rights of the Contractor under the Contract shall cease.

14. PERMITS, LICENSES AND COMPLIANCE WITH LAWS

14.1 Permits and Licenses. Contractor, its employees and agents shall secure, at its sole cost and expense, and maintain all necessary permits, licenses and certifications as required by federal, state and local laws, including, but not limited to the Pupil Transportation Act.

14.2 Compliance with Laws. The Contractor shall comply with any and all laws, rules, regulation, ordinances, policies (including all permits and plans applicable thereto) and District policies, applicable to providing the Transportation Services and Maintenance Services contemplated under this Contract. The Contractor, including its employees and agents, shall be responsible for knowing the District's policies concerning appropriate behavior of persons in its schools, on its properties and in its buses, including for example, the prohibitions of sexual harassment, alcohol and smoking, and shall comply with all such policies. The District shall use its best efforts, as reasonably requested by the Contractor, to assist the Contractor to comply with any and all applicable federal, state or local laws, rules and regulations, as well as all District policies, procedures, rules and regulations. The Contractor by execution of this Contract represents and warrants that it shall at all times be in compliance with any and all applicable federal and state laws, rules, ordinances, policies and regulations and licensing and permitting requirement applicable to providing the Transportation Services and Maintenance Services contemplated under this Contract. The Contractor shall in the performance of such Transportation Services and Maintenance Services, fully comply with any and all applicable federal, state, or local laws, rules and regulations, and shall indemnify, defend and hold the District harmless from any liability from its failure to so comply. Notwithstanding the foregoing, in the event any federal, state, local or other governmental body's laws, rules or regulations are revised, changed or amended, or in the event there are revisions, changes or amendments to the District's policies, procedures, rules and regulations, the Contractor shall comply with all such revised, changed or amended laws, rules, regulations or policies.

14.3 OSHA Compliance. All Transportation Services and Maintenance Services to be furnished by the Contractor and the Contractor's working conditions and employment practices shall comply with all applicable state and federal requirements, including, but not limited to, the Occupational Safety and Health Act.

15. GOVERNING LAW

This Contract shall be governed by and construed in accordance with the laws of the State of Michigan. The parties hereby agree to the exclusive jurisdiction and venue of courts sitting in Oakland County, Michigan.

16. TAXES

Contractor is responsible for sales taxes and any other applicable taxes related to the Transportation Services or Maintenance Services provided under this Contract.

17. REPAIRS TO PROPERTY DAMAGE

Damage to the District Facility or District property caused by the Contractor, its agents or employees shall be repaired so the Facility or properties are in as good condition as before entering into this Contract. All repairs shall be accomplished at no cost to the District.

18. ASSIGNMENT AND SUBCONTRACTING

This Contract shall not be assigned, nor subcontracted, in whole or in part, without the prior written consent of the District, but in no case shall such consent change the terms of the Contract.

19. NOTICES

Unless otherwise provided in this Contract, all notices, requests, demands and other communications shall be in writing and are effective three (3) days after deposit in the U.S. mail, certified and postage paid, or upon receipt if personally delivered or sent by next-business-day delivery via a nationally recognized overnight courier to the addresses set forth below. The District or the Contractor may from time to time designate any other address for this purpose by providing written notice to the other Party.

19.1 To the District. All required notices to the District shall be delivered to the Superintendent, Troy School District, 4400 Livernois Road, Troy, Michigan, 48098, with a copy to Dana L. Abrahams, Esq, Clark Hill PLC, 151 S. Old Woodward Ave., Suite 200, Birmingham, MI 48009.

19.2 To the Contractor. All required notices to the District shall be delivered to _____, Attn: _____, [ADDRESS].

20. SEVERABILITY

In the event any provision(s) of this Contract shall be illegal or invalid for any reason, said provision(s) shall be deemed to be fully severable without affecting the remaining provisions of this Contract and this Contract shall be construed and enforced as if said illegal or invalid provision(s) had never been inserted herein.

21. NO WAIVER

No waiver of any term or condition of this Contract shall be valid or binding on either Party unless the same shall have been mutually assented to in writing by both Parties. The failure of either Party to enforce at any time any of the provisions of this Contract, or the failure to require at any time performance by the other Party of any of the provisions

of this Contract, shall in no way be construed to be a present or future waiver of such provisions, nor in any way affect the validity of either Party to enforce each and every such provision thereafter.

22. COUNTERPARTS

This Contract may be executed in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute one instrument.

23. ENTIRE CONTRACT

This instrument contains the entire Contract entered into between the Parties hereto, its terms may not be modified except in writing signed by the Contractor and the District. This Contract supersedes and takes the place of all prior contracts, and/or understandings, whether written or oral between the District and the Contractor.

24. INSOLVENCY

In the event, the Contractor becomes insolvent or seeks the protection of the U.S. Bankruptcy Court, then at the District's option; this Contract may be immediately terminated by the District.

25. NON APPROPRIATION OF FUNDS

The District represents (1) that it has adequate funds to meet its obligations under this Contract during the 2009-10 fiscal year, (2) that it intends to maintain this Contract from the full period set forth herein and has no reason to believe that it will not have sufficient funds to enable it to make all payments due hereunder during such period, and (3) that it will use its best effort to obtain the appropriations and that the availability of funds is contingent upon varied sources. If the District determines, in its discretion, that it lacks adequate funds to pay part or all of the payments for the Transportation Services or Maintenance Services described in this Contract, the District's obligation under this Contract will terminate as of the date that the funding expires without further obligation to the Contractor.

26. FORCE MAJEURE

The Contractor agrees that its failure to comply with any of the terms and conditions of this Contract shall be grounds for termination of this Contract by the District in accordance with Paragraph 13 hereof. Notwithstanding the foregoing, if the performance by either party hereto of its respective non-monetary obligations of this Contract is delayed or prevented in whole or in parts by acts of God, fire, floods, storms, explosions, accidents, epidemics, war, civil disorder, strikes or other labor difficulties, or any law, rule regulation, order or other action adopted or taken by any federal, state or local government authority, or any other cause not reasonably within said Party's control, whether or not specifically mentioned herein, such party shall be excused, discharged and released of performance only to the extent such performance or obligation is so delayed or prevented by such occurrence without liability of any kind.

The District shall have the right to take over the operation of the buses if Contractor is prevented from operating for the reasons described above, whether such buses are supplied by Contractor or the District, and may operate such buses with school employees or other persons, as the District may deem appropriate until Contractor is able to resume its regular operations. The District shall pay to Contractor for the use of such buses, the compensation which would be due in accordance with the Contract had Contractor operated such buses, less all expenses and costs incurred in securing the services of operating personnel and other such costs of operation; provided, however, that District's deduction of such costs and expenses shall not exceed the difference between the total compensation paid to Contractor for such buses less Contractor's fixed costs of operation. If the District chooses to use Contractor vehicles, the District will be required to sign a vehicle lease agreement and provide a certificate of insurance.

Notwithstanding the foregoing, in the event of a strike, the Contractor shall procure replacement personnel necessary to perform the Transportation Services and Maintenance Services. If the Contractor does not procure such replacement personnel, the District may procure the same and deduct the associated costs and expenses from the amounts owed to the Contractor, or terminate this Contract. It is agreed that a change in market conditions does not constitute force majeure.

27. LIQUIDATED DAMAGES

The District and Contractor agree that in certain circumstances, the actual amount of damages incurred by the District will be difficult to assess and/or may be immeasurable. Accordingly, under the following circumstances, the District may assess damages against the Contractor, to be paid as liquidated damages and not as a penalty or forfeiture. These damages accrue in addition to the District's expectation that it will not pay for any Transportation Services or Maintenance Services that have not been provided.

No liquidated damages will be assessed during weeks in which ninety-eight (98) percent of all runs operated by the Contractor are neither early nor more than ten (10) minutes late when compared to the scheduled departure and arrival times. If fewer than ninety-eight (98) percent of all runs are operated on time, liquidated damages may be assessed for the following infractions:

A. Early, Late, and Missed Runs

Each bus that is either early or more than ten (10) minutes late, during which time a stop is missed (causing a need to backtrack or re-route another bus), the Contractor shall be subject to the assessment of \$100 in liquidated damages. In any case, no bus route shall be assessed more than three times that amount (\$300) per day for liquidated damages under this subsection. The provisions of this subsection do not apply when delays are caused by conditions beyond the control of the Contractor, as determined by the District.

B. Operation of a Bus That Is Unfit For Service

If the Contractor operates a bus unfit for service as determined by this Contract and all applicable laws, rules and regulations, the amount of \$1,000 will be paid as liquidated damages, and not as a penalty or forfeiture, by the Contractor to the District.

28. DISPUTE RESOLUTION

Except for the pursuit of injunctive relief, any claim, dispute, difference or disagreement (a "Dispute") arising under or relating to this Contract shall be settled in accordance with the following:

- (a) Any and all Disputes must be submitted in writing by the aggrieved party to the other party describing the Dispute in detail within a reasonable time after the occurrence of events giving rise to the Dispute or within a reasonable time after the claimant first recognizes the condition(s) giving rise to the Dispute, whichever is later, and a Dispute does not arise until such written notice is given;
- (b) Within thirty (30) days following the submission of the written Dispute, the party to whom the Dispute is submitted shall respond in writing. If no written response is provided within thirty (30) days, the Dispute shall be deemed denied;
- (c) As a pre-condition to litigation, if the Dispute is denied, either party may, within thirty (30) days of such denial, refer the Dispute to non-binding arbitration in Oakland County, Michigan. The arbitrator shall be chosen in accordance with the rules of the American Arbitration Association then in effect, and the expense of the arbitration shall be shared equally by the District and the Contractor.

Nothing in this Section shall circumvent, effect or limit the District's right to terminate the Contractor in accordance with Section 13 of this Contract.

IN WITNESS WHEREOF: the Parties hereto on this day execute this PUPIL TRANSPORTATION AND TRANSPORTATION FLEET MAINTENANCE SERVICES CONTRACT as of the Effective Date.

TROY SCHOOL DISTRICT

[NAME OF CONTRACTOR]

By: _____

By: _____

Its: _____

Name: _____

Date: _____

Title: _____

Date: _____

**TROY SCHOOL DISTRICT
PUPIL TRANSPORTATION SERVICES
REQUEST FOR PROPOSAL # 9595**

ATTACHMENT G

Lease Agreement

EXHIBIT A TO CONTRACT

LEASE AGREEMENT

THIS LEASE AGREEMENT (hereinafter "Lease") is made and entered into this ____ day of ____, 2009, by and between **TROY SCHOOL DISTRICT**, a Michigan general powers school district, whose address is 4400 Livernois Road, Troy, Michigan 48098 (hereinafter referred to as "Landlord") and _____, a _____, whose address is _____ (hereinafter referred to as "Tenant").

RECITALS

A. The District issued a Request For Proposals for Student Transportation Services (the "RFP"), dated February 26, 2009, the purpose of which was to solicit proposals from qualified vendors with the ability to provide comprehensive pupil transportation services for the District at a more cost effective price.

B. The Contractor submitted to the District a Proposal in response to the RFP, dated _____, 2009, to provide daily pupil transportation services and general transportation fleet maintenance services to the District (the "Proposal").

C. The Parties have, in accordance with the provisions of the RFP, conducted negotiations concerning the Contractor's Proposal.

D. Pursuant to the Pupil Transportation and Transportation Fleet Maintenance Services Contract between Landlord and Tenant, dated _____, 2009 (the "Contract"), incorporated herein by reference as if fully set forth herein, Tenant shall provide certain Transportation Services and Maintenance Services (as those terms are defined in the Contract) to the Landlord.

E. In accordance with the Contract, Tenant desires to lease from Landlord the Landlord's Transportation Maintenance Facility, including parking areas, located at 120 Hart Street, Troy, Michigan 48098 (the "Facility"), in order to provide the Transportation Services and Maintenance Services under the Contract. The Facility also includes a stand-alone auxiliary building which houses the "bus wash."

NOW THEREFORE, in consideration of the foregoing and the mutual covenants set forth herein, the Parties agree as follows:

1. Leased Premises: In consideration of the rents, covenants and conditions contained herein, and as further defined in Paragraph 2 of this Lease, Landlord hereby leases to Tenant and Tenant hires from Landlord the Facility (the "Leased Premises").

2. Use of Leased Premises: During the Lease Term, Tenant shall use and occupy the Leased Premises for the sole purpose of storage, maintenance, service and repair of Landlord-owned buses and its White Fleet (as defined in the Contract) servicing the District and to provide the Transportation Services and Maintenance Services required under the terms and conditions of the Contract and for no other purpose(s) without the prior written consent of Landlord. Tenant shall have exclusive use of the Leased Premises, subject to this Paragraph and Paragraph 25 of this Lease. Notwithstanding the foregoing, the District may, at its sole discretion, permit other public, private and/or parochial school districts to use a portion of the Facility for their bus servicing operations, provided such use does not interfere with the Tenant's provision of the Transportation Services and Maintenance Services contemplated under the Contract. Tenant shall not do or permit to be done any act or thing upon the Leased Premises that will increase the cost of casualty and liability insurance above the insurance costs normally associated with Tenant's principal activities as herein described. Tenant shall not use the Leased Premises or permit the Leased Premises to be used for the doing of any act or thing that constitutes a violation of any valid federal, state or local law, order, rule or regulation of any governmental authority. Tenant is responsible for verifying that anyone performing work on behalf of Tenant under this Lease has obtained and maintains all necessary licenses and permits to provide the Transportation Services and Maintenance Services under the Contract. Tenant shall use and occupy the Leased Premises subject to all School District policies, procedures or regulations of Landlord. Tenant shall not perform any acts or carry on any practices which may injure the Leased Premises or be a nuisance and shall keep the Leased Premises under its control clean and free from rubbish and dirt at all times, and it is further agreed that in the event the Tenant shall not comply with these provisions, and Landlord has given Tenant ten (10) days prior notification of such situation, Landlord may enter upon the Leased Premises and have any said rubbish and dirt removed, in which event Tenant agrees to pay all reasonable charges that Landlord shall pay for hauling rubbish and dirt. Said charges shall be deducted by Landlord from the amounts owed to Tenant under the Contract.

3. Term: The term of this Lease shall be the same as the term of the Contract (the "Lease Term"). The Lease Term shall commence on July 1, 2009 and end when the Contract expires or is earlier terminated. Tenant hereby acknowledges that it has no expectation of a lease for the Leased Premises beyond the Lease Term.

4. Rent: Tenant shall pay Landlord as annual rent for the Leased Premises during the Lease Term the sum of One and 00/100 (\$1.00) Dollar.

5. Acceptance of the Leased Premises: Tenant acknowledges that it has examined the Leased Premises prior to the making of this Lease and knows the conditions thereof. Tenant further acknowledges that no representation as to the condition or state of repairs thereof have been made by Landlord or its agents which are not herein expressed. Tenant hereby accepts the Leased Premises in its present "AS IS" condition as of the date of this Lease.

6. Alterations and Improvements: Tenant shall not make any alterations, additions, or improvements to the Leased Premises without Landlord's prior written consent.

7. Maintenance and Repairs: Tenant agrees to keep the Leased Premises in good order and repair as reasonably required to keep the Leased Premises in its current condition,

normal wear and tear excepted. In addition, Tenant shall be responsible for all damages to the Leased Premises caused by the negligence or willful acts of Tenant and Tenant's agents, representatives, employees, invitees and licensees. Notwithstanding the foregoing, Landlord shall be responsible for all major capital improvements or repairs to the Leased Premises.

8. Utilities: Tenant shall pay for the cost of all utilities supplied to the Leased Premises during the Lease Term. Such payment shall be made within thirty (30) days of Tenant's receipt of an invoice from Landlord detailing such costs. Landlord shall not be responsible to Tenant for any loss or interruption of utility services.

9. Janitorial Services: Tenant shall furnish, at its own expense, all janitorial services for the operation of the maintenance garage area of the Leased Premises. Tenant shall provide janitorial services for the office space and driver's lounge areas of the Lease Premises. However, in the event the Tenant's use of the Leased Premises shall render the Leased Premises with excessive dirt and rubbish, as determined in the sole discretion of Landlord, the Tenant hereby agrees to reimburse Landlord for the direct expense that Landlord incurs in providing janitorial services to remediate such condition, including salary and/or hourly wage of its employees as well as any overtime expenses incurred and the cost of janitorial supplies.

10. Snow Removal and Grounds Maintenance: Tenant shall be responsible for all snow removal and grounds maintenance for the Facility. Tenant shall be responsible for all snow removal from all buses and vehicles.

11. Parts, Hand Tools, Supplies, Materials and Equipment: Prior to the commencement of the Lease Term, Landlord and Tenant shall mutually inventory all spare parts, including but not limited to motor oil, spark plugs, windshield wipers, air filters, tires, etc. (collectively the "Spare Parts"), hand tools, supplies, materials and equipment which are owned by the Landlord and located at the Leased Premises (the "Inventory"). Any and all Spare Parts, hand tools, supplies, materials and equipment which are mutually deemed to be obsolete will be properly disposed of by Landlord. Any and all Spare Parts, hand tools, supplies, materials and equipment which are mutually deemed useable by Landlord and Tenant for the provision of the Transportation Services and Maintenance Services under the Contract may be utilized by Tenant. Existing Spare Parts shall be used solely for the maintenance and repair of Landlord-owned vehicles and buses. Once the existing allotment of Spare Parts, hand tools, supplies, materials and equipment is exhausted, it shall be Tenant's responsibility to procure all Spare Parts, hand tools, supplies, materials and equipment necessary to provide the Transportation Services and Maintenance Services required under the Contract. Landlord shall be responsible, subject to Paragraph 7 above, for the repair and/or replacement of any large tools and equipment, being such tools and equipment which are fixtures or immovable tools and equipment within the Leased Premises (the "Large Equipment"). Such Large Equipment will be specified in the Inventory mutually conducted by the Landlord and Tenant and will be maintained by Tenant and returned to Landlord upon the expiration or earlier termination of this Lease, normal wear and tear excepted. Any damage to, or loss of, any tools, supplies, materials and equipment in the Inventory shall be repaired or replaced at Tenant's sole cost and expense.

12. Tenant's Personal Property: Any personal property kept on the Leased Premises by Tenant shall be insured at Tenant's sole risk, and Tenant shall acquire such policy or policies of insurance thereon as Tenant in its best judgment shall determine.

13. Building Insurance: Landlord shall cause the building and its improvements to be insured against loss or damage under a policy or policies of fire and extended coverage insurance, including "additional perils."

14. Insurance: In addition to the insurance required under the Contract, Tenant, at its sole cost and expense during the Lease Term, shall maintain and keep in effect (i) commercial general liability insurance in an amount not less than One Million and 00/100 (\$1,000,000.00) Dollars for injury to or death of one person, or not less than Two Million and 00/100 (\$2,000,000.00) Dollars for injury to or death of more than one person, in any one accident or occurrence and One Million and 00/100 (\$1,000,000.00) Dollars for damage to property. The policy or policies of such insurance shall include Landlord as both an additional named insured and loss payee. Tenant agrees to deliver to Landlord, within fifteen (15) days after the receipt of a request, either a duplicate original or certificate of all policies procured by Tenant in compliance with its obligations hereunder, together with evidence of payment thereof, and including an endorsement which states that such insurance may not be cancelled except upon ten (10) days written notice to Landlord. Tenant may, at its option, bring its obligation to insure under this Paragraph within the coverage of any so-called blanket policy or policies of insurance which it may now or hereafter carry, by appropriate amendment, rider, endorsement or otherwise; provided, however, that the interest of Landlord shall thereby be as fully protected as they would otherwise if this option to Tenant to use blanket policies were not permitted.

15. Indemnification: Tenant shall indemnify, defend and hold Landlord, officers and members of its Board of Education (in their official and individual capacities) and employees harmless from and against any and all claims, counter-claims, suits, debts, demands, actions, judgments, liens, liabilities, costs, expenses, including actual attorneys fees and actual expert witness fees, arising out of or in connection with Tenant's use and occupancy of the Leased Premises, from the negligence of Tenant, its agents, representatives, employees, contractors, licensees, invitees, and/or from Tenant's violation of any of the terms of this Lease.

16. Damage or Destruction - Fire or Other Cause: In the event of a partial destruction of the Leased Premises, the Landlord shall, as promptly as possible, unless Landlord shall elect not to rebuild, repair the same, provided such repairs can reasonably be made within ninety (90) days (or within such other period as Landlord and Tenant may agree upon) from said destruction or damage under normal working conditions, and pursuant to applicable law, ordinances, and regulations. In such case, this Lease shall not be terminated. In the event that such repairs cannot reasonably be made within ninety (90) days time (or such other period as Landlord and Tenant may agree upon), or in the event Landlord shall elect not to rebuild, repair the same, either party hereto at its option may terminate this Lease upon written notice to the other. In any event, the destruction of substantially all of the Leased Premises shall cause this Lease to automatically terminate, without the requirement of notice.

17. Environmental Warranty: Tenant represents, warrants and covenants to Landlord the following:

Tenant's use of the Leased Premises and its activities thereon shall comply with all "Environmental Laws," which, for purposes of this lease, shall mean all federal, state and local environmental laws, including, but not limited to, The Hazardous Materials Transportation Act, (47 USC §§ 1801 *et seq.*), Federal Water Pollution Control Act (33 U.S.C. §§ 1251 *et seq.*) ("Clean Water Act"), the Resource Conservation & Recovery Act (42 U.S.C. §§ 6901 *et seq.*) ("RCRA"), Safe Drinking Water Act (42 U.S.C. §§ 300f-j-26), Toxic Substances Control Act (15 U.S.C. §§ 2601 *et seq.*), Clean Air Act (42 U.S.C. §§ 7401 *et seq.*), the Comprehensive Environmental Response, Compensation and Liability Act (42 U.S.C. §§ 9601 *et seq.*) ("CERCLA"), the Emergency Planning and Community Right to Know Act, 42 U.S.C. §§ 11001 *et seq.* ("EPCRA"), the Michigan Natural Resources and Environmental Protection Act (MCL § 324.101 *et seq.*) the administrative rules and regulations promulgated under such statutes, or any other similar federal, state or local law or administrative rule or regulation of similar effect, each as amended and as in effect and as adopted as of the date of execution of this Lease.

The Parties acknowledge that the Tenant's activities as defined in Paragraph 2 above may involve the use, generation and storage of Hazardous Substances as defined below; however, Tenant shall not dispose of or allow the release, spillage or emission of Hazardous Substances on the Leased Premises. For purposes of this Lease, "Hazardous Substances" shall mean (i) any hazardous or regulated substance as defined by Environmental Laws (ii) any other pollutant, contaminant, hazardous substance, solid waste, hazardous material, radioactive substance, toxic substance, noxious substance, hazardous waste, particulate matter, airborne or otherwise, chemical waste, medical waste, crude oil or any fraction thereof, radioactive waste, petroleum or petroleum-derived substance or waste, asbestos, PCBs, radon gas, all forms of natural gas, or any hazardous or toxic constituent of any of the foregoing, whether such substance is in liquid, solid or gaseous form, or (iii) any such substance the release, discharge or spill of which requires activity to achieve compliance with applicable law.

Tenant shall immediately and promptly notify Landlord of any release, discharge, spill or emission of Hazardous Substances on, to or from the Leased Premises, and any complaint, summons, citation, notice, directive, order, claim, litigation, judicial or administrative proceeding, inquiry or investigation judgment, letter or other communication from any governmental agency, department, bureau, office or other authority, or any third party involving violations of Environmental Laws with respect to the Leased Premises.

The Landlord shall be responsible for any environmental conditions existing on the Leased Premises prior to the commencement of the Lease Term.

18. Environmental Indemnification

A. Tenant hereby agrees to indemnify, defend and hold harmless Landlord, its successors, assigns, officers and members of its Board of Education (in their individual and official capacities) and employees, from and against any and all fines, charges, penalties, losses, costs, damages, liabilities, cleanup or response activity costs and/or expenses (including reasonable attorneys' fees and actual consultants' fees) incurred by Landlord as a result of any claims, demands, actions, causes of action, suits, proceedings, investigations, assessments and audits, whether of law or in equity (collectively "Claims") attributable to (i) any third party claim or demand in connection with any Hazardous Substances generated, stored, leaked,

spilled, discharged, emitted, or otherwise disbursed, in, on, under, above or about the Leased Premises, or violation of any Environmental Laws, from and after the date of this Lease; (ii) injuries sustained or other tort actions brought for Claims arising out of or related to any Hazardous Substances; (iii) the presence, disposal (including off-site disposal), escape, leakage, discharge, emission, release or threatened release of any Hazardous Substances in, on, under, above, from or about the Leased Premises; and (iv) compliance with any administrative notice, order, request or demand relative to any Hazardous Substances on the Leased Premises or violation of any Environmental Laws.

B. Tenant's indemnification described above specifically includes, but is not limited to, the direct obligation of the Tenant to promptly perform any remedial or other activities required or ordered by any administrative agency or government official, or are otherwise necessary to avoid injury or liability to any person or property, to prevent the spread of any pollution and/or contamination, or to permit the continued safe use of the Leased Premises.

19. Assignment and Subletting: Tenant shall not assign, or in any manner encumber this Lease, nor any part, right, or interest thereof, nor shall Tenant let or sublet or permit any part of the Leased Premises to be used or occupied by others for any reason whatsoever, without Landlord's advance written consent, which consent is discretionary in Landlord solely. Any assignment, transfer, hypothecation, mortgage, or sub-letting without the prior written consent of Landlord shall give Landlord the right to terminate this Lease and re-enter and repossess the Leased Premises.

20. Default and Termination: Default and termination shall be governed by terms and conditions of the Contract. Notwithstanding the foregoing, upon termination of this Lease, Landlord may without further notice re-enter the Leased Premises and dispossess Tenant or any other occupant of the Leased Premises and remove its effects and hold the Leased Premises as if this Lease had not been made, saving and reserving to Landlord any other remedies which Landlord may have for the recovery of rent or damages due or to become due by virtue of this Lease or the breach thereof by Tenant. Should Landlord at any time permit payments of rent to be made after the time it is due, as stipulated herein, such delays shall not be construed as any waiver by Landlord of its right to have the rent for said Leased Premises paid monthly in advance. Any failure at any time by either of the parties hereto to enforce any of the provisions of this Lease shall not be construed as a waiver of such provisions nor of such party's right to enforce the same upon any subsequent occasion or default.

21. Bankruptcy: If Tenant shall file a petition in voluntary bankruptcy or be voluntarily or involuntarily adjudicated bankrupt or insolvent, or shall make an offer of composition to its creditors, or shall make an assignment for the benefit of creditors, or shall file a petition or answer seeking reorganization or readjustment under the federal bankruptcy laws or any other law or statute of the United States or any state thereof, or if a receiver or trustee shall be appointed for Tenant or for all or a substantial part of the property of Tenant and Tenant is not released from such receiver or trustee within thirty (30) days after appointment, or if an order shall be entered approving the reorganization of Tenant or the readjustment of Tenant's debts or obligations under the federal bankruptcy laws or any other law or statute of the United States or any state thereof, then any of such events shall be deemed to be a breach, default and

anticipatory breach of this Lease. In any of such events and whenever and as often as any such failure, default, breach or anticipatory breach shall occur, the term hereof, at the option of Landlord, shall cease and determine and from thenceforth it shall be lawful for Landlord to re-enter into and repossess the Leased Premises situated thereon and Tenant and each and every occupant to remove and put out and to relet said Leased Premises for his own benefit; but reserving to Landlord all such rights as he may have for damages or otherwise because of said default, breach or anticipatory breach of Tenant.

22. Damages: In the event of the termination of this Lease or any provisions of law by reason of Tenant's default hereunder, Tenant shall pay Landlord as damages sums equal to the Rent which would have been payable by Tenant had this Lease not so terminated, payable on the days specified in Paragraph 4, until the expiration of the full Lease Term hereby granted; provided, that Landlord shall have the duty to mitigate such damages by reletting all or any part of the Leased Premises during said period, and Landlord shall credit Tenant with the excess of the rents received from such reletting over the expenses of the termination of the Lease and of the reletting, excluding any redecoration costs.

23. Surrender of Leased Premises: Upon the expiration of the Lease Term, Tenant shall quit and surrender the Leased Premises to Landlord in good order and condition, ordinary wear and damage excepted; and subject to Paragraph 7 hereof Tenant shall remove all of its property and shall repair any damage to the Leased Premises or any of Landlord's property, real or personal, caused by such removal.

24. Mechanics' Liens: Tenant shall pay all costs for construction done by it or caused to be done by it on the Leased Premises as permitted by this Lease. Tenant shall keep the Facility, its improvements, and the land of which the Leased Premises are a part, free and clear of all mechanics' liens resulting from construction done by or for Tenant.

25. Access to Leased Premises: Landlord shall at all times have the right to access the Leased Premises for the purpose of, without limitation, carrying out its day-to-day operations, to inspect the Leased Premises, preventing waste, loss, or destruction, removing obstructions, making such repairs or obligations as are necessary to protect the Leased Premises, performing any of its duties and obligations under the terms and conditions of this Lease or the Contract and/or monitor the Tenant's activities to ensure Tenant's compliance with the terms and conditions of the Contract. Moreover, in the event of an emergency which requires Landlord to use the Leased Premises, Landlord's needs/requirements for the Leased Premises shall take precedence over Tenant's rights hereunder. Determination of priority of use of the Leased Premises shall be determined by Landlord in its sole and absolute discretion.

26. Compliance: Tenant shall, at its own expense, under penalty of forfeiture and damages, promptly comply with all laws, orders, regulations or ordinances (including all permits and plans applicable thereto) of all Municipal, County, State, and Federal authorities affecting use of the Leased Premises with respect to the cleanliness, safety, occupation, and use of same.

27. Challenge: Landlord, although presently unaware of any such non-compliance, does not covenant that the Leased Premises are in compliance with applicable Municipal, County, State, and Federal laws, including, but not limited to, fire, safety, handicap, barrier free,

zoning and use ordinances or laws and other governmental regulations relating to the use of the facility for the purpose intended through this Lease.

28. Holding Over: Any holding over by the Tenant after the expiration or termination of this Lease or the Contract, without the consent of Landlord, shall be construed to be a tenancy from month to month and the Rent to be paid by Tenant shall be at fair market value as determined by Landlord in its sole discretion. Acceptance by Landlord of such payments after such expiration or termination shall not constitute a renewal of this Lease. This provision shall not operate as a waiver of Landlord's right to re-entry or any other right of Landlord, and Tenant shall be a Tenant at sufferance only during the period of any such holding over without the consent of Landlord.

29. Taxes and Special Assessments: If the Leased Premises are placed on the tax assessment rolls based upon Tenant's usage, then any real estate taxes, personal property taxes and/or special assessments assessed or levied against the Leased Premises during the Lease Term shall be borne by Tenant as additional Rent.

30. No Waiver: The failure of either party to enforce any covenant or condition of this Lease shall not be deemed a waiver thereof or of the right of either party to enforce each and every covenant and condition of this Lease. No provision of this Lease shall be deemed to have been waived unless such waiver is in writing.

31. Notices: Unless otherwise provided in this Lease, all notices, requests, demands and other communications shall be in writing and are effective three (3) days after deposit in the U.S. mail, certified and postage paid, or upon receipt if personally delivered or sent by next-business-day delivery via a nationally recognized overnight courier to the addresses set forth below. The Landlord or the Tenant may from time to time designate any other address for this purpose by providing written notice to the other Party.

A. To the Landlord. All required notices to the Landlord shall be delivered to the Superintendent, Troy School District, 4400 Livernios Road, Troy, Michigan 48098, with a copy to Dana L. Abrahams, Esq, Clark Hill PLC, 151 S. Old Woodward Ave., Suite 200, Birmingham, MI 48009.

B. To the Tenant. All required notices to the Tenant shall be delivered to _____.

32. Heirs and Assigns: The covenants, conditions and agreements contained in this Lease shall bind and inure to the benefit of Landlord and Tenant and their respective successors and assigns, subject to the limitation on assignment as herein contained.

33. Vacation or Abandonment: In the event Tenant shall abandon or vacate the Leased Premises before the end of the term, Landlord shall have the right and duty to relet the Leased Premises for such rent and upon such terms as Landlord is able to obtain. In the event a sufficient sum is not realized by such reletting, to pay to Landlord the equivalent of the rents reserved to Landlord from Tenant under the provisions of this Lease, Tenant promises and agrees to pay to Landlord the amount of such deficiency each month during the balance of such term.

34. Condemnation: If any part of the Leased Premises is taken for any public or quasi-public purpose pursuant to any power of eminent domain, or by private sale in lieu of eminent domain, either the Landlord or the Tenant may terminate this Lease, effective the date the public authority takes possession. All damages for the condemnation of the Leased Premises, or damages awarded because of the taking, shall be payable to the sole property of the Landlord.

35. Quiet Enjoyment: Landlord covenants and agrees with Tenant that upon Tenant paying the rent and observing and performing all the terms, covenants and conditions of Tenant's part to be performed and observed, Tenant may peaceably and quietly enjoy the Leased Premises for the full term hereof.

36. Policies/Regulations: Tenant, including its agents, representatives, employees, contractors, invitees, licensees and students shall at all times comply with all of the Troy School District policies, procedures and regulations.

37. Miscellaneous Provisions: The following miscellaneous provisions form a part of this Lease:

A. Time is of the essence of each provision of this Lease.

B. Rent and all other sums payable under this Lease must be paid in lawful money of the United States of America.

C. The unenforceability, invalidity, or illegality of any provision shall not render the other provisions unenforceable, illegal, or invalid.

D. This Lease shall be construed and interpreted in accordance with the laws of the State of Michigan.

E. This Lease contains all of the agreements of the parties and cannot be amended or modified except by a written agreement.

F. The captions of this Lease shall have no effect on its interpretation.

G. The parties hereto agree that no employees, volunteers, agents and personnel of either party shall be considered to be employees of the other, and acknowledge that this Lease does not create a partnership or joint venture between them.

IN WITNESS WHEREOF, the parties have caused this Lease to be executed as of the day and year first above written.

TROY SCHOOL DISTRICT

[CONTRACTOR]

By: _____

By: _____

Its: _____

Its: _____

Date: _____

Date: _____

**TROY SCHOOL DISTRICT
PUPIL TRANSPORTATION SERVICES
REQUEST FOR PROPOSAL # 9595**

ATTACHMENT H

Pricing Forms

TROY SCHOOL DISTRICT

Detailed Pricing Summary Explanation of Proposer's Pricing

(To be provided by the Proposer referencing pricing elements, amounts, conditions and assumptions as identified in the Request for Proposals and the Contract)

DAILY TRANSPORTATION SERVICES

Vehicle Type	Number of Vehicles	Number of Days per Year	Cost per Bus per Day	Total Cost		
				2009/2010	2010/2011	2011/2012
Regular Transportation						
84 - Passenger (spares)	9	179				
78 - Passenter (23 am/pm runs-2 spares)	25	179				
77 - Passenter (14 am/pm runs-2 spares)	19	179				
25 Daily Shuttles		179				
(these are included in am/pm runs)						
Mid-Day Routes (24 runs)		179				
(these are part of am/pm runs)						
Special Education Transportation						
63 - Passenger (2 am/pm runs)	2	179-224				
47 - Passenger (4 am/pm runs)	4	179-224				
41 - Passenger (4 am/pm runs)	4	179-224				
36 - Passenger (5 am/pm runs)	5	179-224				
33 - Passenger (1 am/pm run-1 spare)	2	179-224				
30 - Passenger (8 am/pm runs-1 spare)	9	179-224				
27 - Passenger (2 am/pm runs)	2	179-224				
25 - Passenger (1 am/pm run)	2	179-224				
24 - Passenger (2 am/pm runs-1spare)	3	179-224				
18 - Passenger (2 am/pm runs)	2	179-224				
16 - Passenger (3 am/pm runs)	3	179-224				
13 - Passenger (2 am/pm runs)	2	179-224				
Vocational Education						
(2 runs daily)		179				
			GRAND TOTALS			

Bus Aides

_____ aides average _____ hours per day _____ per Hour

White Fleet Maintenance

Labor Cost/Hour with Parts at Cost _____ per Hour

OTHER TRANSPORTATION SERVICES

Field Trip/Athletic/Extra-Curricular

Routing _____ per Hour.
 _____ per Mile.
 _____ Minimum Charge/trip

PERFORMANCE BOND

_____ per Year

**TROY SCHOOL DISTRICT
PUPIL TRANSPORTATION SERVICES
REQUEST FOR PROPOSAL # 9595**

ATTACHMENT I

Familial Disclosure Statement

SWORN AND NOTARIZED FAMILIAL DISCLOSURE STATEMENT

All Vendors submitting proposals must provide familial disclosure and attach this information to the proposal. The proposal will be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or key employee of the Vendor submitting a proposal and any member of the Troy School District Board or the Troy School District Superintendent. The District will not accept a proposal that does not include this sworn and notarized disclosure statement.

The members of the Troy School District Board are: Carol Pochodylo, Wendy Underwood, Todd Milette, Ida Edmunds, Paula Fleming, Gary N. Hauff and Nancy Philippart. The Troy School District Superintendent is: Barbara A. Fowler.

☐ **The following are the familial relationship(s):**

	<u>Owner/Employee Name</u>	<u>Related to:</u>	<u>Relationship</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____

Attach additional pages if necessary to disclose familial relationships.

☐ **There is no familial relationship that exists** between the owner or key employee of the Vendor submitting a proposal and any member of the Troy School District Board, or the Troy School District Superintendent.

VENDOR/FIRM NAME _____

BY (SIGNATURE) _____

PRINTED NAME AND TITLE _____

Subscribed and sworn before me, this _____ Seal:

day of _____, 20 ____, a Notary Public

in and for _____ County, _____

(Signature)

NOTARY PUBLIC

My Commission expires _____

TROY SCHOOL DISTRICT TRANSPORTATION SERVICES REQUEST FOR PROPOSAL #9595 ADDENDUM #1

Attachment F Section 8.5 Routing System/Software and GPS

This section is amended to strike original references to routing system software and related upgrades. New wording to be as follows:

- 8.5 Routing System/Software and GPS.** ~~The Contractor shall maintain the transportation portion of the current student database contained in the computer routing system. The Contractor's computer routing software shall be able to accept data transport from the District's current student package and its current routing software. The computer routing software must be able to optimize routes and perform route simulations and generate alternatives for planning purposes. The Contractor shall be responsible for any software upgrades to, and licensing fees for, this system, if required. If any change in the computer routing system or a GPS system is desired by the Contractor, the District shall receive prior notice and shall consent to and approve any change in the computer routing system or a GPS system desired by Contractor, in writing, which consent and approval shall not be unreasonably withheld. The Contractor shall be responsible for any and all costs associated with any new computer routing system and/or any GPS system that the Contractor desires to implement.~~

The School District will require Contractor to utilize the VersaTrans Routing Software as purchased by the School District. The School District will be responsible for paying the annual maintenance fee related to this software. At the expiration or earlier termination of this Contract, the District shall be given all appropriate access to the most recent routes and accompanying Student data, and be able to use such system information for its operations.

Attachment F Section 10.1 Rates

This section is amended to strike the first sentence in paragraph #2 relating to the guaranteed number of days a Contractor will be paid for Transportation Services. This section will now read as follows:

- 10.1 Rates.** Rates for Transportation Services shall be in accordance with Contractor's rate schedule, attached hereto and incorporated herein by reference as **Exhibit B.** Maintenance Services rates are included within these specified rates.

~~Contractor shall be guaranteed a minimum of one hundred seventy-nine (179) days, or the number of days required by law, of paid Daily Transportation Services each year of the Initial Term. The District shall not be charged for any Transportation Services that are not rendered. Contractor agrees to abide by the District's closing of schools, delay of schools and early dismissal of schools for weather-related or other calamity(ies). If the District needs to cancel any Transportation Services due to a calamity(ies), the District shall not be charged for those cancelled Transportation Services, provided that the District notifies the Contractor that Transportation Services are cancelled by 5:30 a.m. the day of the cancellation relative to Daily Transportation Services (and related shuttles) and at least two (2) hours prior to the departure time for Other Transportation Services. It is understood that all rates are based upon operational information provided by the District in the RFP. Should such information be incorrect, Contractor may request renegotiation of its rates. If renegotiations do not result in a mutual agreement as to such rates, the Contractor may terminate this Contract with ninety (90) days written notice to the District.~~

Attachment J Pricing Sheets

The pricing sheets have been changed to allow for pricing proposals to be based on a cost per route. Additional lines have been added to allow for pricing on School District owned buses versus Contractor owned buses and for pricing to service the School District's White Fleet.

TROY SCHOOL DISTRICT

Transportation Services

Revised Pricing Sheets

Detailed Pricing Summary Explanation of Proposer's Pricing

(To be provided by the Proposer referencing pricing elements, amounts, conditions and assumptions as identified in the Request for Proposals and the Contract)

School District Owned Buses	Current Routes	Cost per Route per Day		
		2009/2010	2010/2011	2011/2012
Regular Transportation	40			
Daily Shuttles (these are included in am/pm runs)	25			
Mid-Day Routes (these are part of am/pm runs)	24			
Special Education Transportation	31			
Vocational Education	2			
Field Trips	per Hour			
	per Mile			
	Minimum Charge/trip			
Athletic Runs	per Hour			
	per Mile			
	Minimum Charge/trip			
Extra-Curricular	per Hour			
	per Mile			
	Minimum Charge/trip			

TROY SCHOOL DISTRICT

Transportation Services

Revised Pricing Sheets

Contractor Owned Buses	Cost per Route per Day		
	2009/2010	2010/2011	2011/2012

Regular Transportation				
------------------------	--	--	--	--

Daily Shuttles				
----------------	--	--	--	--

Mid-Day Routes				
----------------	--	--	--	--

Special Education Transportation				
----------------------------------	--	--	--	--

Vocational Education				
----------------------	--	--	--	--

Field Trips	per Hour			
	per Mile			
	Minimum Charge/trip			

Athletic Runs	per Hour			
	per Mile			
	Minimum Charge/trip			

Extra-Curricular	per Hour			
	per Mile			
	Minimum Charge/trip			

OTHER TRANSPORTATION SERVICES	2009/2010	2010/2011	2011/2012
-------------------------------	-----------	-----------	-----------

BUS AIDES

_____ hours per day

per Hour			
----------	--	--	--

WHITE FLEET MAINTENANCE

Labor Cost/Hour with Parts at Cost

per Hour			
----------	--	--	--

PERFORMANCE BOND

per Year			
----------	--	--	--

**TROY SCHOOL DISTRICT
TRANSPORTATION SERVICES
REQUEST FOR PROPOSAL #9595
ADDENDUM #2**

- 1.1.5 **Copies of Proposal:** The Proposer shall also submit with the signed original of its Proposal ~~six-(6)~~ **TEN (10)** complete copies of the signed original Proposal.

Troy School District Transportation Services Pre-Bid Meeting March 5, 2009

A mandatory pre-bid meeting to review the terms and conditions contained within the Troy School District Request For Proposal #9595 –Transportation Services was held at 4400 Livernois, Troy, Michigan, 48098 at 9:30 am, March 5, 2009. The following individuals were in attendance:

F. Lams- Troy School District	D. Asaro- Troy School District
K. Davisson- Troy School District	G. Moran- Troy School District
A. DeLeo- Troy School District	V. Lewandowski-Adecco Transportation
T. VornDran- DHT Transportation	O. Harden- DHT Transportation
N.ENZ- Dean Transportation	B. Foley- Dean Transportation
M. Medin- First Student	R. Klaus- First Student
E. Dollin- One Button Services	M. Herington- Durham School Services
P. LaRiviere- MDE International	M. Gallagher- MDE International
B. Mlynarek- Hoekstra Transportation	
C. Brown- MI Educational Transportation Services	

Frank E. Lams, Purchasing Supervisor for the School District opened the meeting with brief personnel introductions. Mr. Lams reiterated that outside of this pre-bid meeting, any communications regarding the RFP must be made in writing (fax, email, snail mail) to his attention. No reply would be made to verbal questions. Mr. Lams reminded those in attendance that responses to this RFP are due before 3:00 pm on March 26 at the Purchasing Department, 1140 Rankin, Troy, Michigan, 48083 and NOT the location of the pre-bid meeting.

Mr. Lams highlighted the intent of the Board of Education to review the responses to this RFP and, if beneficial to the School District, award a contract at its April 21, 2009 meeting. The Contract would be effective July 1, 2009.

Mr. Lams then opened up the floor to questions. The questions and related responses are documented below including additional questions that arose while those in attendance toured the current Transportation Facility.

NOTE: Questions have been arranged according to topic and are not necessarily in the order in which they were asked.

- Q. Attachment H (Pricing Sheet) is currently priced by number of vehicles. Vendor prices by number of routes. Any consideration to modifying sheet? Also, vendor needs actual number of days specified, (not a range of days). Is it possible to amend pricing sheet as stated?
- A. *Yes, Attachment H will be modified via Addendum #1 to request proposals based on number of routes. Addendum #1 will also clarify the School District's position on number of days. Proposers are reminded that the School District defines a route as all stops and Facilities serviced by a single bus within the course of one day excluding Mid-day, Athletic, Field trip or extracurricular runs. Mid-day runs are counted as a separate route. Please refer to Attachment C for the structure of current School District routes.*
- Q. Since there is a 6-year window for the vendor, can pricing sheet be modified to reflect a price mechanism for replacing buses?
- A. Yes.
- Q. Can the price sheet be modified to allow for separate costs for District owned vs. Contractor owned buses? Example:
- District owned buses are \$_____ per day
Contractor owned buses are \$_____ per day
- A. *Yes. The School District will modify the pricing sheets. Refer to Addendum #1 for revised pricing sheets.*
- Q. Is it possible to obtain more information on the White Fleet? What is it? And can it be reflected in the pricing sheet?
- A. *The white fleet consists of trucks, vans, trailers, load-alls and similar vehicles/equipment used in the District's Custodial, Grounds, Central Stores and Technology Departments. The White Fleet is currently serviced between three different locations: the transportation garage, the City of Troy DPW or a 3rd party mechanic shop. The District is also seeking prices on this RFP to service this fleet. The pricing sheet will be updated to reflect this request.*
- Q. Will a complete inventory list of the White Fleet be provided?
- A. *Yes. See pages attached to the end of this section.*
- Q. Would the District provide copies of today's sign-in sheets?
- A. *Yes, the School District will scan the sign-in sheets and include with this set of responses.*
- Q. Who pays utilities for facility use? How much are the utility costs?
- A. *The contractor will be responsible for utilities. Utilities include copiers. Actual expenditures for utilities and current year's budgeted amounts are specified in Attachment B to the RFP.*
- Q. Will Contractor be allowed to use School District telephones?
- A. Yes.
- Q. Who will replace office equipment?
- A. *The District will be responsible for office equipment replacement.*

- Q. Are the copiers leased?
A. *No. All copiers are owned by the District.*
- Q. What is the current rate for copier usage?
A. *Current rate is .00545 per click. This price includes maintenance and related supplies (toner, drums, etc). the price does not include paper or staples)*
- Q. Who is responsible for janitorial costs?
A. *Custodial and Grounds services will be the contractor's cost as specified within Section 2.5.1 of the RFP.*
- Q. Was any remediation done with the installation of new underground storage tank?
A. *Yes. There was some removal of contaminated soil from the immediate proximity of the old tank. The site has passed MDEQ review and is considered a "clean" site.*
- Q. What was the age of the tank that was removed?
A. *The old tank was approximately 40 years old.*
- Q. Who is responsible for cleaning and maintaining the bus wash facility?
A. *The Contractor would be responsible for both cleaning and maintaining the bus wash facility.*
- Q. Please clarify who will be responsible for paying for supplies and parts to maintain the bus fleet after the initial inventory is used?
A. *As stated within Section 3.2.3 of the RFP and reiterated in Section 4.2.3 of Attachment F. The Contractor is responsible for paying the costs of all repair parts (including tires, batteries, oil, etc.). Major repairs including transmission or engine replacement should be approved by the School District and would, subject to negotiation, potentially effect the decision to replace the bus. Again subject to negotiation, the District may decide to purchase parts through current suppliers under existing supplier contracts. In replying to this RFP, Proposers should presume that the Contractor will be buying all parts for fleet maintenance.*
- Q. Does the current parts inventory contain only parts for the current fleet or is there a large percentage of obsolete parts (for buses no longer operated)?
A. *The current parts inventory is composed primarily of items for the current fleet. Due to recent renovations on the Transportation Facility, many of the older obsolete parts were disposed of within the last year,*
- Q. Is everything listed on the Inventory Cost Sheets?
A. *No. Only items with an original purchase cost over \$100 are listed within Attachment E. The School District intends to provide a complete parts inventory by July 15, 2009.*
- Q. What is total number of buses?
A. *There are 92.*

- Q. Why are there so many spare buses?
A. *Due to athletic events and extra-curricular runs which conflict with normal routing.*
- Q. Why are the two schedules different? (4094 vs. School District inventory)
A. *The first schedule (4094) reflects last school year (2007/08). Several of these units have been retired from the end of last year. The School District provided list is the most current list of school buses in the fleet as of December 31, 2008.*
- Q. What is the oldest bus the District owns?
A. *The oldest bus is from 2001.*
- Q. What is maximum age for a bus?
A. *Maximum age that will be allowed subsequent to this RFP is 12 years.*
- Q. Should contractor expect to replace any buses in first three years of contract?
A. *Yes, based on probability of future mechanical issues and body (rust) condition. It could, however, be possible to continue with all units currently available to remain in service during the initial term of this Contract. The School District will require that all buses pass State safety inspections. Please refer to the following question and answer below for guidelines pertaining to this RFP.*
- Q. What are the criteria to replace buses?
A. *Specific criteria for replacement of currently operated buses have not been developed relative to this RFP. The School District wishes to emphasize that operating a safe fleet is paramount to its pupil transportation program. All buses in the fleet must meet all applicable regulations and pass the annual state police inspection. The School District intends to negotiate the specific criteria for bus replacement with the awarded Contractor prior to the effective date of the Contract. For purposes of preparing this RFP, Proposers should presume that all buses must be replaced when they reach ten (10) years old.*
- Q. Does the District plan on replacing buses during the 2009-10 school year?
A. *There are no plans for the School District to replace any buses next year.*
- Q. How many buses were red tagged during the last State Police inspection?
A. *Three (3). One bus was red tagged for an inner flat tire, one was tagged for a defective back tail light, and one was tagged for a manufacturer's defect (brake line installation).*
- Q. What is status of Exhibit C to the Contract (not included in Attachments)?
(Exhibit C to the Contract relates to the purchase of replacement buses.)
A. *The District will negotiate the contents of Schedule C in good faith prior to signing the final Contract.*
- Q. How many mechanics are ASE certified?
A. *One. The current head mechanic.*

- Q. What is the current practice on certifications, (i.e. who is responsible for applicable fees, training, etc.)?
- A. *This is currently paid for by the School District.*
- Q. What are the certifications of the other mechanics?
- A. *Other mechanics are each certified in transmissions, brakes, and other major component repairs as required to meet State guidelines for servicing school buses.*
- Q. What is total number of drivers?
- A. *There are currently seventy-one (71) drivers and nine (9) subs for a total of eighty (80).*
- Q. Do Payroll Summaries include fueling, bus washing, pre-trip, post-trip?
- A. *Yes.*
- Q. What is the total number of hours for athletic trips?
- A. *For 2007-08 school year a total of 968.67 hours were paid at the regular rate, 2,940.63 hours paid at time and one-half and 6.33 hours paid at double time.*
- Q. What is the total number of hours for Aides?
- A. *During the 2007-08 school year, transportation aides averaged 150 hours per week. A grand total of worked hours is not readily available.*
- Q. What has been the Union's reaction to the issuance of the RFP? Have there been any organized protests?
- A. *The Association has expressed concern relating to the decision to bid out these services. Several comments have been made from the community at public meetings also expressing concern for releasing this (and related RFP's). Understandably, all affected employees are greatly concerned. As of this date, there have been no organized picketing, protests or work stoppages/slow downs.*
- Q. Are there other employee groups within the same contract as the transportation workers?
- A. *Yes. The current bargaining agreement includes Transportation, Custodial, Maintenance, Grounds, Food Services, Campus Aides and Teacher Paraprofessionals.*
- Q. Could you provide a list of employees that are within three (3) years of retirement eligibility?
- A. *The School District cannot provide specific names of employees; however, to the best of our knowledge the following number of employees would be retirement eligible during the initial term of the Contract: 14 currently eligible to retire (including reduced benefits) and 12 eligible to retire within the next 3 years.*

- Q. You indicated that the District will retain a Supervisor to oversee the contract and provide liaison services between Contractor's employees and the District. Will the District be retaining any other transportation related personnel (i.e. Dispatcher, Router, Head Mechanic, etc)?
- A. *The RFP specifies that only the Transportation Supervisor will be retained. Proposers may submit alternates including provisions for the District to retain other employees including those mentioned above.*
- Q. Will the Transportation Supervisor provided by the School District remain in the same office that he currently has?
- A. Yes.
- Q. How many additional spring sports runs are there?
- A. *There are approximately twelve (12) additional sports runs during peak (Tuesdays and Thursdays) spring season. These runs are over and above field trips and regular pupil transportation.*
- Q. Are there any dirt roads within the School District?
- A. *Yes, there are approximately 4 miles of gravel roads within the District.*
- Q. Is Voc. Ed. included in current routes?
- A. *Yes. Refer to Bus 29 in Attachment C as an example of how we have included the Voc-Tech program into the current routing.*
- Q. Is District planning any major changes, (i.e. routes? Closing schools)?
- A. No.
- Q. Has there been any significant change in ridership or number of routes within the last year?
- A. *Ridership on the general education runs has been stable for the last three (3) years. Special Education ridership tends to fluctuate throughout the school year and between years due to a variety of factors (students relocating, change of schools, etc). On average, the Special Education ridership fluctuates between 230 to 300 students. There have been no significant changes made to the number of daily routes.*
- Q. Do you anticipate changes in ridership or number of routes?
- A. *No significant changes to either are anticipated for 2009-10.*
- Q. What is the status of VersaTrans?
- A. *We are transitioning into VersaTrans and plan on being fully operational for the 2009/10 school year.*
- Q. How far along are you with VersaTrans? How many training hours are invested and who is trained?
- A. *Approximately thirty (30) hours of training have been attended. Currently, the Bus Router has been trained. The School District plans on fully implementing VersaTrans for the 2009-10 school year.*

- Q. Why did you make the transition to VersaTrans from Poly-Plot?
A. *The School District felt that the Poly-Plot system was not currently providing the necessary information needed to efficiently route students within the District.*
- Q. Who pays for the annual licensing fee? How much is the annual fee?
A. *The School District's initial response is that the contractor will be responsible for paying the fee. The fee is approximately \$5,400. Final resolution to this question is addressed in Addendum #1 to this RFP.*
- Q. If the contractor is paying for the license, then who owns it?
A. *Initial School District reply was that the question will be addressed with our attorney prior to releasing the written summary of responses. Final resolution to this question is addressed in Addendum #1 to this RFP.*
- Q. What if we (the Contractor) want to utilize our own system and not pay the VersaTrans annual fee?
A. *After careful thought, the School District has decided that it (the School District) will pay the annual fee. The awarded Contractor will be required to utilize the VersaTrans system. Addendum #1 will be issued concurrent with these responses to clarify this point.*
- Q. What if there are no snow days? The RFP states a minimum of 179 days for next two years, with 3 snow days. That would only be 176 days. Clarify, please.
A. *Please refer to Addendum #1. The School District wishes to clarify that it wishes to pay for only those days on which a route was executed. With the revised pricing sheets, the School District believes that it is possible for all Proposers to respond to this section uniformly.*
- Q. What type of student discipline problems have you experienced?
A. *Thus far in the 2008-09 school year we have had the following types of incidents: 65 Failures to Remain Seated, 43 Refusing to Obey Driver, 13 fighting, 21 Using profanity, 16 Throwing objects on bus, 7 hanging out of window, 2 spitting, 44 bothering others, 8 (minor) vandalism (writing on seats, puncturing seat covers), 27 other. There have been Zero (0) instances of violence between driver and student and Zero (0) instances of major bus vandalism (slashed tires, broken windows, etc) reported.*
- Q. Will alternates be acceptable? (i.e. Contractor buys buses up front, alternate employee usage, etc.)
A. *Yes. Alternates will be evaluated.*

TROY

SCHOOL DISTRICT

Transportation Services
RFP 9595
MANDATORY PRE-BID MEETING SIGN IN
9:30 A.M. Thursday, March 5, 2009

NAME Nicole Enzo
COMPANY Dean Transportation
ADDRESS _____
CITY Lansing STATE MI ZIP _____
PHONE 517-89-8300
FAX _____
EMAIL ~~enzo~~ nenz@deantrans.com

NAME Bill Foley
COMPANY Dean Transportation
ADDRESS 4812 Aurelius Rd
CITY Lansing STATE MI ZIP 48910
PHONE 517-819-0496
FAX 517-319-8384
EMAIL bfoley@deantrans.com

NAME Mike Medic
COMPANY First Student
ADDRESS 1914 Roseway Ln
CITY Gurnee STATE IL ZIP 60031
PHONE 847-336-2284
FAX 847-336-2285
EMAIL mike.medic@firstgroup.com

NAME Rick Klaus
COMPANY First Student
ADDRESS 184 Skuman Blvd #300
CITY Naperville STATE IL ZIP 60563
PHONE 630-848-2920
FAX 630-596-4416
EMAIL rick.klaus@firstgroup.com

NAME Ed Dollin
COMPANY One Button Services
ADDRESS 9015 Executive Park Dr Suite 130
CITY Cincinnati STATE Ohio ZIP 45241
PHONE 513-563-1234
FAX 513-563-7444
EMAIL edollin@onebuttonservices.com



Transportation Services

RFP 9595

MANDATORY PRE-BID MEETING SIGN IN

9:30 A.M. Thursday, March 5, 2009

NAME Valerie Lewandowski
COMPANY Adeco Transportation
ADDRESS 2601 Cambridge Ct. Ste. 127
CITY Auburn Hills STATE MI ZIP 48326
PHONE 248-732-0317
FAX 248-732-0322
EMAIL valerie.lewandowski@adeccona.com

NAME Mark Herington
COMPANY DURHAM SCHOOL SERVICES
ADDRESS 1780 Fair Meadow Dr
CITY Florence STATE Ky ZIP 41042
PHONE 859 814 7312
FAX
EMAIL mherington@durhamschoolservices.com

NAME BARBARA MLYNAREK (standing in for Mark Hoekstra)
COMPANY HOEKSTRA TRANSPORTATION, INC.
ADDRESS 555 OLIVER DRIVE
CITY TROY STATE MI ZIP 48084
PHONE 248 244-8942
FAX 248 244-9470
EMAIL mhoekstra@hoekstra-truck.com

NAME TOM VORNDRAAN
COMPANY JHT TRANSPORTATION
ADDRESS 5150 ROSE PARKS BLVD
CITY DETROIT STATE MI ZIP 48208
PHONE 847-674-0090
FAX 847-674-4449
EMAIL T.VORNDRAAN@Alltownbus.com

NAME _____
COMPANY _____
ADDRESS _____
CITY _____ STATE _____ ZIP _____
PHONE _____
FAX _____
EMAIL _____



Transportation Services

RFP 9595

MANDATORY PRE-BID MEETING SIGN IN

9:30 A.M. Thursday, March 5, 2009

NAME Chad Brown
COMPANY METS- Michigan Educational Transportation Services
ADDRESS 140 Kent Street
CITY Portland STATE MI ZIP 48875
PHONE 517-647-7765
FAX 517-647-7535
EMAIL Chadbrown @ Contractbusdrivers.com

NAME Paul LARIVIERE
COMPANY MAS INTERNATIONAL, INC
ADDRESS G-4033 S. Center Rd
CITY BURTON STATE MI ZIP 48519
PHONE 810-743-5980
FAX 810-743-5987
EMAIL PELARIVIERE@MAEINTL.COM

NAME Mark Gallagher
COMPANY MDE International Inc.
ADDRESS G-4033 S. Center Rd
CITY Burton STATE MI ZIP 48519
PHONE 810-743-5980
FAX 810-743-5987
EMAIL magallagher@mdeintl.com

NAME OLIVER HARDEN
COMPANY DHT TRANSPORTATION
ADDRESS 5150 ROSA PARKS BLVD.
CITY DETROIT STATE MI ZIP 48208
PHONE (313) 896-1301
FAX (313) 896-0424
EMAIL O.HARDEN@DHTTRANSPORTATION.COM

NAME _____
COMPANY _____
ADDRESS _____
CITY _____ STATE _____ ZIP _____
PHONE _____
FAX _____
EMAIL _____

**TROY SCHOOL DISTRICT
TRANSPORTATION DEPARTMENT
WHITE FLEET**

M & O ITEM	TYPE	YEAR	BODY	SERIAL #	PLATE #	PURCH OR DLVR DATE
1	TRUCK (L)	1998	CHEV TRUCK W/PLOW	1GBJK34J1WF032534	077 X 257	
2	TRACTOR	1978	FORD W/LDR	09782-1		Dec-77
3	TRUCK (L)	1999	CHEV TRUCK W/PLOW	1GDJ7H1D2XJ509071	077 X 258	Mar-99
4	TRACTOR	1984	FORD - MODEL 1710	UL02517		Nov-84
5	TRUCK (L)	1998	CHEV STEP VAN	1GBHP32WXW3302893	077 X 293	Aug-97
6	CART	2002	E-Z GO ST-350	76042G01		Aug-02
7	VAN	2002	CHEVY EXPRESS VAN	1GCFG15W721235324	000 X 207	Jul-02
8	MOWER	2003	JACOBSON HR-9016	70525-1950		Apr-03
9	TRUCK (L)	2003	CHEVY DUMP W/PLOW	1GBJK34G83E335896	077 X 259	Jun-02
10	TRUCK (M)	1992	CHEV C-60 KODIAC	1GBG6H1PONJ101102	077 X 294	Nov-91
11	MOWER	2004	JACOBSON HR-9016			
12	CART	1994	GOLF CART W/PAINT MACH			1998
13	CART	1994	GOLF CART W/PAINT MACH			1998
14	UTIL VEH	1996	JOHN DEERE MODEL 1800	MD18006-040017		Feb-96
15	UTIL VEH	1996	JOHN DEERE MODEL 1800	MD1800G-040024		Feb-96
16	AREATOR	1996				Feb-96
17	AREATOR	1996				Feb-96
18	SPREADER	1996	LELY-MODEL WFR	#10201-0922		1996
19	SPREADER	1996	LELY-MODEL WFR	#10201-0958		1996
20	VAN	1996	FORD ECONOLINE E-150 CARGO	1FTEE14H5THB04812	000 X 208	May-96
21	TRAILER	1996	US CARGO	4PL500K26T1004720	N 71957	Jul-96
22	TRUCK (L)	1997	CHEV TILT MAST W4	4KBB4BIRIVJ001881	077 X 243	Jan-97
23	TRUCK (L)	1997	CHEV 'S' TRUCK	1GCDT14XXVK219954	077 X 253	Jan-97
24	VAN	1998	CHEV VAN	1GCFG15W9W1040850	077 X 248	Aug-97
25	VAN	1998	CHEV VAN	1GCFG15W6W1041437	077 X 251	Aug-97
26	TRUCK (L)	2000	CHEV BLAZER S-10	1GNCT18W3YK229377	077 X 313	Mar-00
27	VAN	1999	CHEV VAN	1GCEG15MXX1081709	000 x 209	1999
28	TRUCK (L)	2000	CHEVY	1GBJK34J7YF485477	077 X 291	May-00
29	VAN	2001	CHEV VAN	1GCFG15W811175214	077 X 250	Jan-01
30	VAN	2001	CHEV G-20	1GCFG15W111178374	077 X 252	Jan-01
31	TRAILER		US CARGO (2 AXLE)		077 X 299	
32	VAN	2002	CHEVY VAN	1GCFG15WX21173367	077 X 244	Mar-02
33	VAN	2002	CHEVY VAN	1GCFG15W521171560	077 X 249	Mar-02
34	VAN	2002	CHEVY VAN	1GCFG15W821240029	077 X 255	Jul-02
35	VAN	2002	CHEVY VAN	1GCFG15W421238116	077 X 256	Jul-02
36	VAN	2002	CHEVY EXTENDED VAN	1GCHG39R621237560	077 X 247	Jul-02
37	VAN	2002	CHEVY VAN	1GCFG15W421238228	077 X 245	Jul-02
38	VAN	2002	CHEVY EXPRESS VAN	1GCFG15W521233023	000 X 210	Jul-02
39	TRUCK (M)	2003	FORD F450 W/VAN BODY	1FDXF47P03ED81326	000 X 213	Aug-03
40	TRUCK (M)	2003	CHEVY VAN	1GBJ6E1383F522390	077 X 292	
41	TRUCK (L)	2005	CHEVY CLUB CAP	1GCJK39G05E240465	077 X 254	DLVR 02-14-05
42	TRUCK (L)	2005	CHEVY TRUCK W/PLOW	1GBJK34GX5E258953	077 X 290	Mar-05
43	TRAILER	2004	PACE AMERICA TRAILER	40LFB12174P097298	B599600	Jan-06
44	TRUCK (H)	2007	KODIAK	1GBJ6C1387F413731		Jan-07
45	LOADALL	2006	JCB 520-40	1013277		Dec-06
46	MOWER	2007	ExMARK	692688		Aug-07
47	PAINTER	2007	PIONEER 5000 - CLUB CAR	BB0718-754584		Aug-07
48	LOADALL	2006	JCB 520-40	1013295		Dec-06
49	MOWER	2007	ExMARK	692689		Aug-07
50	PAINTER	2007	PIONEER 5000 - CLUB CAR	BB0718-754585		Aug-07
51	LOADALL	2006	JCB 527-55	1068678		Dec-06
52	PAINTER	2007	PIONEER 5000 - CLUB CAR	BB0718-754586		Aug-07
53	TRAILER	2006	JLG EC-14	5DYAA19287C003145	077 X 297	Nov-06
54	TRAILER	2006	JLG UT410	5DYAA15137C002949	077 X 296	Nov-06

**Troy School District
Transportation Services
RFP 9595**

District Owned Buses

		2009/2010			2010/2011			2011/2012		
<u>Routes</u>	<u>Description</u>	Durham Services	First Student	One Button	Durham Services	First Student	One Button	Durham Services	First Student	One Button
40	Regular Transportation	223.44	192.40	245.00	223.44	198.17	251.13	223.44	204.12	259.91
25	Daily Shuttles	Incl.	65.00	65.00	Incl.	66.95	66.63	Incl.	68.96	68.95
24	Mid-Day Routes	82.20	43.00	75.00	82.20	44.29	76.88	82.20	45.62	79.56
31	Special Ed. Transportation	268.12	229.35	255.00	268.12	236.23	261.38	268.12	243.32	270.52
2	Vocational Ed.	Incl.	64.00	75.00	Incl.	65.92	76.88	Incl.	67.90	79.86
FIELD TRIPS										
	Per Hour	47.50	40.00	28.50	47.50	41.20	29.21	47.50	42.44	30.23
	Per Mile	-	1.85	0.46	-	1.91	0.47	-	1.96	0.49
	Min. Charge/trip	71.25	60.00	70.00	71.25	60.00	71.75	71.25	60.00	74.26
ATHLETIC RUNS										
	Per Hour	47.50	40.00	28.50	47.50	41.20	29.21	47.50	42.44	30.83
	Per Mile	-	1.85	0.46	-	1.91	0.47	-	1.96	0.49
	Min. Charge/trip	71.25	200.00	70.00	71.25	200.00	71.75	71.25	200.00	74.26
EXTRA CURRICULAR										
	Per Hour	47.50	40.00	28.50	47.50	41.20	29.21	47.50	42.44	30.23
	Per Mile	-	1.85	0.46	-	1.91	0.47	-	1.96	0.49
	Min. Charge/trip	71.25	200.00	70.00	71.25	200.00	71.75	71.25	200.00	74.26

**Troy School District
Transportation Services
RFP 9595**

Contractor Owned Buses

Routes	Description	2009/2010			2010/2011			2011/2012		
		Durham Services	First Student	One Button	Durham Services	First Student	One Button	Durham Services	First Student	One Button
40	Regular Transportation	233.14	219.85	302.00	233.14	226.45	309.55	233.14	233.24	320.38
25	Daily Shuttles	Incl.	73.00	65.00	Incl.	75.19	66.53	Incl.	77.45	68.95
24	Mid-Day Routes	82.20	52.00	75.00	82.20	53.56	76.88	82.20	55.17	79.56
31	Special Ed. Transportation	279.77	255.00	312.00	279.77	262.65	319.80	279.77	270.53	330.99
2	Vocational Ed.	Incl.	65.00	75.00	Incl.	66.95	76.88	Incl.	68.96	79.86
	FIELD TRIPS									
	Per Hour	47.50	40.00	28.50	47.50	41.20	29.21	47.50	42.44	30.23
	Per Mile	-	1.85	0.46	-	1.91	0.47	-	1.96	0.49
	Min. Charge/trip	71.25	60.00	70.00	71.25	60.00	71.75	71.25	60.00	74.26
	ATHLETIC RUNS									
	Per Hour	47.50	40.00	28.50	47.50	41.20	29.21	47.50	42.44	30.83
	Per Mile	-	1.85	0.46	-	1.91	0.47	-	1.96	0.49
	Min. Charge/trip	71.25	200.00	70.00	71.25	200.00	71.75	71.25	200.00	74.26
	EXTRA CURRICULAR									
	Per Hour	47.50	40.00	28.50	47.50	41.20	29.21	47.50	42.44	30.23
	Per Mile	-	1.85	0.46	-	1.91	0.47	-	1.96	0.49
	Min. Charge/trip	71.25	200.00	70.00	71.25	200.00	71.75	71.25	200.00	74.26
	BUS AIDES	21.00	24.00	16.00	21.00	24.72	16.40	21.00	25.46	16.97
		4 hr min per day per aide	5.5 avg hrs per day	5 hrs /day	4 hr min per day per aide	5.5 avg hrs per day	5 hrs /day	4 hr min per day per aide	5.5 avg hrs per day	5 hrs /day
	WHITE FLEET MAINTENANCE Labor Cost/Hour w/Parts	59.00	40.00	55.00	60.00	41.20	56.38	61.00	42.44	58.35
	PERFORMANCE BOND	19,722.00	20,000.00	48,000.00	19,722.00	20,600.00	48,000.00	19,722.00	21,218.00	48,000.00
	Optional GPS - Dunham only Cost per bus/year	422.85								

**Troy School District
Transportation Services
RFP 9595**

Alternate Bids Submitted

		One Button Services Minimal Benefits*					
Routes	Description	TSD Buses			Contractor Buses		
		2009/10	2010/11	2011/12	2009/10	2010/11	2011/12
40	Regular Transportation	232.00	237.80	246.12	275.00	281.88	291.74
25	Daily Shuttles	65.00	66.63	68.95	65.00	66.63	68.95
24	Mid-Day Routes	75.00	76.88	79.56	75.00	76.88	79.56
31	Special Ed. Transportation	243.00	249.08	257.79	285.00	292.13	302.35
2	Vocational Ed.	75.00	76.88	79.86	75.00	76.88	79.86
	FIELD TRIPS						
	Per Hour	28.50	29.21	30.23	28.50	29.21	30.23
	Per Mile	0.46	0.47	0.49	0.46	0.47	0.49
	Min. Charge/trip	70.00	71.75	74.26	70.00	71.75	74.26
	ATHLETIC RUNS						
	Per Hour	28.50	29.21	30.83	28.50	29.21	30.83
	Per Mile	0.46	0.47	0.49	0.46	0.47	0.49
	Min. Charge/trip	70.00	71.75	74.26	70.00	71.75	74.26
	EXTRA CURRICULAR						
	Per Hour	28.50	29.21	30.23	28.50	29.21	30.23
	Per Mile	0.46	0.47	0.49	0.46	0.47	0.49
	Min. Charge/trip	70.00	71.75	74.26	70.00	71.75	74.26
	BUS AIDES	16.00	16.40	16.97	16.00	16.40	16.97
	5 hrs/day	5 hrs/day	5 hrs/day	5 hrs/day	5 hrs/day	5 hrs/day	5 hrs/day
	WHITE FLEET MAINTENANCE	55.00	56.38	58.35	55.00	56.38	58.35
	Labor Cost/Hour w/Parts						
	PERFORMANCE BOND	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00	48,000.00

*Note - no definition provided on "minimal benefits".

Dean Transportation: No Response

Hoekstra Transportation: No Response

MDE International: No Response

Michigan Educational Trans. Services: No Response