

MILFORD SCHOOL DISTRICT  
Milford, Delaware 19963

POLICY

3405

**BUS QUOTATION PROCEDURES FOR ADDITIONAL TRIPS**

In order to be eligible to present price quotes on 1) field trips and athletic trips, 2) summer school, or 3) activity runs, individuals must provide evidence that they meet all State of Delaware requirements for transporting students:

- a. Have title to and use only school buses which are currently insured and currently inspected as described under Delaware law, and by the Delaware State Board of Education.
- b. Provide drivers for school buses who are currently licensed and trained as specified by Delaware law and the regulations of the Delaware State Board of Education.
- c. Use only buses which are not more than 14 years old.

If successful in the quotation process, the contractor must also agree to meet the district's requirements: 1) submit a \$500.00 bond certificate, and, 2) adhere to all district policies, regulations and directives as they pertain to transporting students.

Exception to above stated Bus Quotation Policy: In the event that student activity trips are to be funded other than directly from the School District, or student activity funds, an organization may select an appropriate carrier which must meet the criteria set forth in a, b, and c above. Proof that these criteria have been met must be submitted to the Transportation Supervisor prior to the trip. The School District will waive the requirement that the carrier submit a \$500.00 bond certificate as set forth above in the last paragraph of the Bus Quotation Policy (3405); however, the carrier selected must adhere to all District policies, regulations, and directives as they pertain to transporting students. (Effective 7/1/90)

ADOPTED: 2/17/86; 3/26/90

REVISED: 4/26/10