CRYSTAL LAKE ELEMENTARY DISTRICT #47
300 Commerce Drive, Crystal Lake, Illinois 60014 (815) 788-5000
www.d47.org
/D47schools @crystallakeSD47

April 16, 2019

Stephen Eyster
seyster@7gmail.com

Re: Freedom of Information Request

Dear Mr. Eyster:

On April 12, 2019, Crystal Lake School District No. 47 received a Freedom of Information Act ("FOIA") Request from you via email dated April 11, 2019, in which you requested the following:

- All Meeting Agendas, Packets, and Minutes of the TJA Advisory Board dated January 2018 to present.

The attached documents fulfill our obligation to your FOIA request. I would appreciate acknowledgement that you received this email and successfully opened the document.

If you have any questions please feel free to contact me at 815-788-5000

Sincerely,

Cathy Nelson
Assistant Superintendent of Business
Crystal Lake School District 47

REQUEST FOR ACCESS TO PUBLIC RECORDS
PURSUANT TO THE FREEDOM OF INFORMATION ACT (5ILCS 140)

Date of Request: 4/11/2019 **FOIA Record #** _____

Name: Stephen Eyster **Organization:** _____

Address: sevster7@gmail.com **Phone Number:** 630-267-4322

_____

I HEREBY REQUEST ACCESS TO THE FOLLOWING RECORDS:

All Meeting Agendas, Packets, and Minutes of the TJA Advisory Board dated January, 2018 to present.

Within 5 business days of the District receiving your request, you are entitled to a response, or notice that the district is in need of addition processing time (not to exceed an additional 5 business days).When our response is complete, we will contact you.

The District's response, including all supporting documents, and FOIA request with all submitted information, will be posted online under "Freedom of Information" on the District 47 website. District 47 provides this service as a public courtesy for no fee. Documents will be posted within 10 business days from our response to your request.

Fees will apply after the initial limited amount of black and white copies are provided. Actual cost of color or abnormal size copies will apply.

FOR OFFICE USE ONLY:
The District's response and records were accessed by : ____ In House Inspection _____Pick-up _____Mail _____Fax _____Email

Date:_____ Time:_____

AMT REC'D:_____ Check#_____ Cash_____

FOIA Officer:_____

Witness: _____

• rec'd 4/12/19
• email to Penny re: info needed.

Crystal Lake Community Consolidated School District 47
300 Commerce Drive, Crystal Lake, IL. 60014
Phone: 815-459-6070 Fax: 815-479-8566

School Districts 47 & 155 dba

Transportation

Joint

Agreement



1204 S McHenry Avenue
Crystal Lake, IL 60014
Office (815) 455-0558
Fax (815) 459-9115

Penny Fleming CDPT, Director of Transportation
Collin McCormick, Assistant Director of Transportation and Safety
Kathy Johnson, Administrative Assistant
Norma Urbina, Route Manager
Lisa Russo, Head Dispatcher
Yvonne Rhodes, Dispatcher
Timothy Oppenhagen, Shop Foreman

Agenda

Transportation Joint Agreement: Advisory Board
Wednesday, January 10, 2018 @ 1:00 p.m.

1.0 Call to Order

2.0 Roll Call

3.0 Approval of Minutes of Previous Meeting

4.0 Correspondence

5.0 Citizen Input

6.0 Report from the Director
- 6.1 Financial Reports
- 6.2 Personnel
- 6.3 Fuel
- 6.4 Bus Bids
- 6.5 Leach Trailer
- 6.6 Versa Trans Map Update
- 6.7 Festival of Lights Parade

7.0 Report from the Assistant Director
- 7.1 Crash Report
- 7.2 Worker's Compensation Report
- 7.3 Training

8.0 EXECUTIVE SESSION FOR THE PURPOSE OF THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY 5ILCS 120/2(C)(1) AND COLLECTIVE NEGOTIATING MATTERS BETWEEN THE PUBLIC BODY AND ITS EMPLOYEES 5 ILCS 120/2(C)(2).

9.0 Any other matters that come before the board

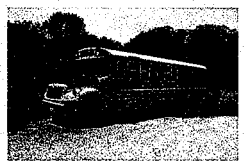
10.0 Adjournment

School Districts 47 & 155 dba

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Timothy Oppenhagen, Shop Foreman

TO: TJA Advisory Board
FR: Penny Fleming
RE: Report from the Director
DT: January 5, 2018

7.0 Report from the Director

7.1 Financial Reports: TJA's budget is at 30.47% of monies spent as of November 30, 2017. Please see attached report.

7.2 Personnel: TJA is currently hiring to fill open driving positions. Report attached.

7.3 Fuel: Fuel consumption is at 104,779 gallons to date. Report attached.

7.4 Bus Bids: TJA opened Bus Bids on January 3, 2018. TJA received two bids. Attached are the bid results and a break-down by budget year for the purchase of buses. Discussion.

7.5 Leach Trailer Update: Temporary repairs and clean-up have been done at the Leach trailer. These repairs are expected to get us through the winter. All attempts to find someone willing to make permanent repairs to the trailer have failed. TJA will need to replace the trailer in the spring or early summer. Approximate annual cost to replace the trailer is $15,000.00 for the first year, which includes delivery and set-up of new unit, removal of existing unit and monthly rental fee. Monthly rental is currently running $670.00.

7.6 Versa Trans Map Update: The Versa Trans (VT) map update has been ordered. Tyler Technologies estimates that it will be up and running by April.

7.7 Festival of Lights Parade: On November 24, 2017, TJA entered a school bus in Crystal Lake's Festival of Lights Parade. This year the bus was designed and dressed as the "Beast" from Beauty and the Beast. With a popular theme, designer wheel covers, employees dressed in costume and an estimated 7,500 – 8,000 lights on the bus, the team clearly created a crowd pleasing float. Drivers and attendants volunteer their time to decorate the bus and walk in the parade. The bus won the trophy for "Best Use of Lights". Of the eleven (11) years that TJA has entered a bus in the parade, this is the tenth (10th) trophy we have won.

December 20, 2017

To Ms. Penny Fleming

Our daughter Natalie Tsuetaki is a North Elementary School first grader and a happy rider on Mr. Dennis' school bus route. Natalie is a special girl that wears leg braces, and did throughout Kindergarten last year as well. Honestly, to say it is very nerve racking to send your first born on a school bus with big kids, especially with an obvious ailment, is an understatement.

This letter is to commend Mr. Dennis on what an EXCEPTIONAL bus driver and role model he is to all of his little travelers. I can't tell you how many times our daughter has come home from the bus with little prizes for her good behavior. Mr. Dennis is kind and greets every child by name and also says good-bye to them everyday. Mr. Dennis has calmed crying kids as they were getting on the bus, including my own. He's just a very nice guy. He constantly goes above and beyond; an example of this occurred recently when he returned to North School, after our daughter missed getting onto the bus to take her home. She missed the bus because she was struggling with putting her leg braces into her backpack, so she could wear her boots home. Needless to say, at 6 years old, she was really scared when she realized the bus was gone. Natalie was able to inform the Vice Principal quickly and without hesitation Mr. Dennis came back and picked up Natalie to take her home.

Mr. Dennis is a very valuable employee and we are so grateful to have him on our route! It is beyond comforting to know my young child is in such caring hands. Thank goodness for Mr. Dennis!

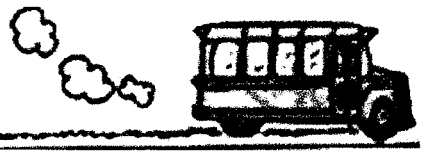
Happy Holidays!

Janet & John Tsuetaki
231 Midlane Drive, Crystal Lake, IL

Dennis,
This is a very nice letter. It will be placed in your file & shared with the TA Advisory Board. Thank you for going the extra mile. It's people like you who make the difference!
Thank you,
Penny

Nov. 10, 2017

TJA BUS BIZ



Calendar :
Nov. 15th – Early Release – D47 – 1:00 & 2:00 dismissal
Nov. 22, 23, 24 – No School – D47 & D155 – Thanksgiving
Nov. 27, 28, 29 @ 9:30 – Insurance Presentation
Dec. 7th – 9:30AM - Mandatory Meeting – Reg Ed Drivers
Dec. 8th – 9:30AM – Mandatory Meeting – Spec Ed Drivers/Attendants/Subs

We need your help with the

FESTIVAL OF LIGHTS PARADE BUS

SAVE THE DATE - - - - - - - Friday, November 24th.

This year's theme....BEAUTY & THE BEAST

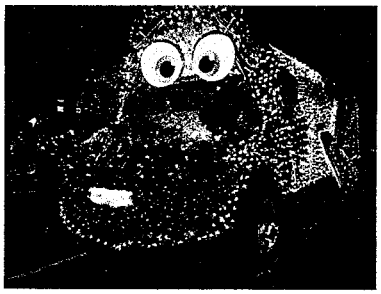
As the time draws near there are many things that still need to be done for the parade bus to be a success. Here is a list of ways you can help and earn points.....

Donate – * Candy and/or supplies (check with Kathy J to find out what supplies are still needed).

Participate in decorating.

Walk in the parade with the bus.

Participate in clean up after the event.



*Donations will be accepted & are appreciated. Please do not make purchases for the parade bus if you wish to be reimbursed. TJA will not reimburse. TJA must follow purchasing policies which include the how, where and who has the authority to make purchases.

Directors Corner:

Penny Fleming

Sweeping: It has been brought to my attention that some drivers are sweeping garbage out the back of the bus (at TJA & Leach). Help us keep our lots clean....sweep your garbage into the garbage can and then throw it in the dumpster.





Buses lining up at middle schools.... All buses must be lined up at the middle schools by 2:05pm. Some drivers have experienced confrontation from others who pull in late. If you are late, you are the one not following procedure and you will have to be in the back of the line. This can cause confusion for the students and the school. Being on time will prevent this.

SAFETY CORNER... ΔΔΔΔΔΔΔ

Collin McCormick

Drivers: If you are having difficulty parking a bus at TJA, contact dispatch for assistance. I can also set you up with a trainer if you would like some pointers. If you find that you are having difficulty parking because there is another bus not properly positioned, again, radio dispatch and someone will come move the bus(es) so that you can park properly. DO NOT USE THE REAR EMERGENCY EXIT TO ENTER/EXIT YOUR BUS. If there is an ongoing issue with a specific bus, contact Penny or Collin and we will address it.

Special Ed Drivers/Attendants: It is imperative that you keep up with knowing your students' needs and what that means in terms for your role and responsibilities for transporting them safely. There have been some issues with improper securement, whether it be safety restraints or wheel chair restraints. I had a signup on the board for a special ed refresher. I am reopening this so that I can give everyone the chance to take full advantage of this opportunity to raise your skills. The industry never stops trying to find new and better ways to make sure that students are being transported safely and with that, there have been several changes made over the last few years. This is hands on training that would not otherwise be practical for a special ed mandatory meeting. We can hold more than one class if we have enough interested so contact Collin by 4:00 PM on Wednesday November 15, 2017.

IMPORTANT INSURANCE MEETING

Representatives from D47 will be at TJA on November 27, 28 & 29 to discuss the changes to Open Enrollment. All employees must attend one of these meetings. Even if you do not qualify for or are not interested in the Health Insurance Plan, you will be required to complete the Life Insurance Beneficiary form on line.

Each meeting will be limited to the number of attendees. Please see Kathy Johnson to sign up for one of these dates. If you do not sign up, a date will be assigned to you.

Assistant Directors Corner.....

Collin McCormick

Bus Bucks: The initial implementation went pretty well considering I didn't get a chance to fully explain the program to you. Bus Bucks should be rewarded to students that follow the rules on the bus. Remember, bus bucks are for D47 students only. You are encouraged to use them regularly. In an upcoming meeting we will be providing you with additional information.

Conduct Reports: I have heard from several Principals now that when they approach drivers, they are getting a response that "those don't do anything, they're a waste of time." Know that filling out conduct reports is essential to the educational process of the students. Conduct reports help you, the school, the parents, and the students. Most Drivers and Attendants that have filled out the reports can tell you that the new system is quick and easy. Not knowing how to fill out the reports is not an excuse to not do them. Ask for assistance. Most of the office staff now know how to help you as well as all of the trainers. The conduct and incident reporting system is set up at TJA with no login required. Just click and enter the information.

November Birthdays

Happy Birthday to.....

Laura Forty – Nov. 7
Samantha Andrea – Nov. 11
Sarah Pease – Nov. 12
Amy Landa – Nov. 20
Yvonne Rhodes – Nov. 25
Mary Laramie – Nov. 26
Teresa Menard – Nov. 26



Electronic News Letter: If you would like for your newsletter to be sent electronically instead of a paper copy, please send your request to me at psfleming@d47.org

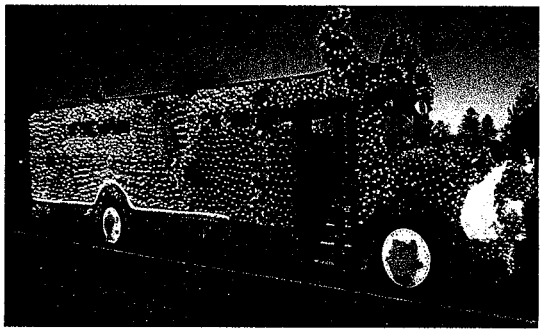
Dec. 4, 2017

TJA BUS BIZ

Calendar :
Dec. 7th – 9:30AM - Mandatory Meeting – Reg Ed Drivers
Dec. 8th – 9:30AM – Mandatory Meeting – Spec Ed Drivers/Attendants/Subs
Dec. 21st – Last day before winter break begins – D47 & D155
Dec. 22nd – Jan. 5th – Winter Break – D47 & D155
Jan. 8th, 2018 – Classes Resume – D47 & D155

TJA Wins Trophy for Best Use of Lights!!!!!

I am so happy to announce that TJA has won another trophy for entering a bus in Crystal Lakes Festival of Lights Parade. This is the tenth (10th) trophy that TJA has won in this event. This year the bus was dressed as "Beast" from the movie Beauty & the Beast and was a true crowd pleaser. It was exciting and rewarding to see all the faces in the crowd light up as the bus rolled by. I can truly say that I am happy to have been a part of this great event and so proud of and grateful for everyone who participated in any way. Without this wonderful team of drivers, attendants and some of their family members, it could not have been pulled off with such great success. Thanks to all of the participants. It was truly a team effort.



Pictured left: The Beast
Pictured right (from left to right): Mike Hinz, Tabitha Huber, Savanah Krajnovich, Ryan Krajnovich



HOLIDAY LUNCHEON

Come join us on Thursday, December 21st

Lunch served from 10:45 – 1:45

On the menu: Turkey w/gravy, mashed potatoes, stuffing, corn, cranberry sauce, rolls and dessert.



SAFETY TIPS... ΔΔΔΔΔΔΔ

Collin McCormick

Remember to always maintain a safe following distance between yourself and the vehicle in front of you. Imagine a brick wall falling directly in front of the vehicle in front of you, would you be able to stop in time? The general rule to follow is, 4 seconds back at 40 mph and to add an additional second at speeds greater than 40 mph. Also keep in mind that the weight of the vehicle and road conditions will have an effect on stopping distance.



Directors Corner.....

Penny Fleming

CONGRATULATIONS to Kathy Johnson!!!! Kathy has taken a position at District 47 in the Business Office. Her last day with TJA is yet to be determined. There will be a transition period where Kathy will be working in both offices while she is training a new person to fill her position and learning her new position at the District Office. We will provide you with more information regarding Kathy's last day as soon as the information becomes available. Kathy has been a valued employee and friend to many of us at TJA and will be missed.



Insurance Deadline: If you have not yet filled out your on line insurance forms, please remember that the deadline to file is Friday, December 8, 2017 @ 4:00PM. Kathy Johnson is in the TJA office Monday, Dec. 4th and Wednesday, Dec. 6th only this week, so if you need assistance, please see her by Wednesday.

December Birthdays

Happy Birthday to.....

Dennis Graczyk – Dec. 2
Jen Colantonio – Dec. 3
Gayle Fuchs – Dec. 3
Anna Lorenzin – Dec. 5
Jill Schulze – Dec. 8
Tammie Lira – Dec. 11
LaRae Alvarado – Dec. 13
Robin Jordan – Dec. 13
Norma Urbina – Dec. 13
Haley Vodnansky – Dec. 13
Robin Kosek – Dec. 15
Sharyn Futchko – Dec. 19
Greg Galles – Dec. 20
Mike Sullivan – Dec. 22
Sheryl Wilson – Dec. 22
Scott Schoenknecht – Dec. 23
Robert Beardsley – Dec. 29
Tina Emory – Dec. 29



Electronic News Letter: If you would like for your newsletter to be sent electronically instead of a paper copy, please send your request to me at psfleming@d47.org

Dec. 21, 2017

TJA BUS BIZ

Calendar : Dec. 21st – Last day before winter break begins – D47 & D155
Dec. 22nd – Jan. 5th – Winter Break – D47 & D155
Jan. 8th, 2018 – Classes Resume – D47 & D155

The holiday season is the time to take stock of past achievements and challenges and to prepare for the coming year. As an organization we have faced many challenges this year and overcome them because of the teamwork of all the staff. I want each of you to know that all of your efforts are appreciated. May your holidays be filled with love, laughter, peace and joy. I wish for each of you and your families a Very Happy and Healthy New Year!

Penny



Assistant Directors Corner…….
Collin McCormick

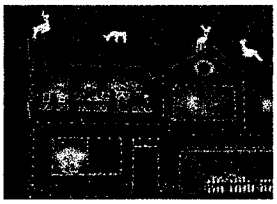
Please check your mailboxes upon return from winter break for important information regarding the PBIS on the Bus!

From the desk of Kathy J…….

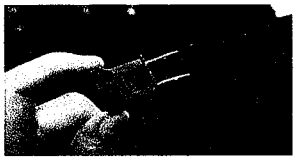
December 29th paychecks – If you receive a paper check, your Dec. 29th check will be mailed out on December 27th.

SAFETY TIPS... ΔΔΔΔΔΔΔΔ

Collin McCormick



Traveling for the holidays? Don't forget to make sure that your house is secure and your electronics are unplugged. The decorations are great when your home to look at them, but when you're gone they could cause a disaster. Make sure that you unplug your lights, even if they're on a timer they can still cause problems. Also, unplug computers, laptops, televisions, etc. It may be a nuisance, but it is worth it when compared to other possible outcomes.



Giving Back

One way to help your kids learn that the holiday season is about giving – not just getting – is to engage them in service projects. Even toddlers can give back to others and their community with a little help from you. You can find specific service opportunities in your community, or give back on your own with a family project.

Here are 5 ideas to get started:

1. Bake cookies or casseroles. As a family, pass out homemade cookies to your local fire department or police station, or take some frozen casseroles to an elderly neighbor or single mom.

2. Visit a nursing home. As a family – or with a group of your kids' friends – visit a local nursing home. Call ahead to schedule your visit. Take cards and decorations to brighten up nursing home rooms, or sing a few carols for the residents.

3. Adopt a family. Many local organizations and religious groups can help you sponsor a family in your area to shop for over the holiday season. Use some of your family's designated holiday money to buy or make gifts for another family in need.

4. Donate to a food bank. Even little kids enjoy picking out food items at the grocery store. Take your kids on a special shopping trip to pick up their favorite nonperishable goods for a local ministry or food bank. They're always in need of extra food around the holidays.

5. Baby-sit or wrap gifts for donations. Older kids and teens can offer baby-sitting or gift wrapping services in exchange for a donation. The money they earn can sponsor a local family or be donated to a favorite charity.

If you want to raise compassionate, selfless kids, the best place to start is by modeling compassion and selflessness. The holidays are a busy time for all of us, and by taking time out of the season to serve others together, you'll teach your kids an invaluable lesson.

Electronic News Letter: If you would like for your newsletter to be sent electronically instead of a paper copy, please send your request to me at psfleming@d47.org

2017-2018 **Transportation Joint Agreement - Monthly Board Bills**

Account # & Name	Dist. #	October	November	Total		Budget 2017-2018	% of Budget	Account Total
41.2550.0111.00	47	4,609.12	4,596.83	23,336.23				
Salary - Director of Trans.	155	3,621.45	3,064.55	14,788.99	38,125.22	85,490.00	44.60%	$ 38,125.22
41.2550.0111.06 Salary	47	2,675.09	2,866.16	14,593.77				
Asst. Director/Safety Mngr	155	2,101.85	1,910.78	9,244.53	23,838.30	62,250.00	38.29%	$ 23,838.30
41.2550.0111.07	47	2,095.48	2,245.15	11,450.28				
Salary-Routing Manager	155	1,646.44	1,496.77	7,259.32	18,709.60	51,875.00	36.07%	$ 18,709.60
41.2550.0111.09	47	1,986.49	2,128.38	10,855.28				
Salary - Admin. Assistant	155	1,560.81	1,418.92	6,882.27	17,737.55	46,318.00	38.30%	$ 17,737.55
41.2550.01118.10	47	1,835.81	1,966.94	10,142.03				
Salary -Head Dispatcher I	155	1,442.43	1,311.30	6,466.08	16,608.11	50,217.00	33.07%	$ 16,608.11
41.2550.0111.11	47	1,741.04	1,865.40	9,513.54				
Salary - Dispatcher II	155	1,367.96	1,243.60	6,031.46	15,545.00	48,311.00	32.18%	$ 15,545.00
41.2550.0212.00	47	1,660.70	1,716.59	8,816.94				
I.M.R.F. - Office	155	1,304.84	1,144.39	5,594.26	14,411.20	35,825.00	40.23%	$ 14,411.20
41.2550.0213.00	47	924.04	954.76	4,908.48				
F.I.C.A. - Office	155	726.03	636.51	3,113.41	8,021.89	21,360.00	37.56%	$ 8,021.89
41.2550.0214.00	47	216.12	223.29	1,147.93				
Medicare - Office	155	169.80	148.86	728.12	1,876.05	4,995.00	37.56%	$ 1,876.05
41.2550.0222.00	47	2,205.06	2,366.14	12,309.88				
Hospital Insurance - Office	155	1,732.54	1,577.43	7,887.82	20,197.70	60,000.00	33.66%	$ 20,197.70
41.2550.0310.00	47	1,475.60		5,680.05				
Professional	155	1,159.40		3,624.64	9,304.69	103,000.00	9.03%	$ 9,304.69
41.2550.0317.00	47	2,240.00	600.00	4,040.00				
Audit	155	1,760.00	400.00	2,960.00	7,000.00	8,100.00	86.42%	$ 7,000.00
41.2550.0318.00	47			-				
Legal	155			-	-	1,000.00	0.00%	$ -
41.2550.0321.00	47	258.25	211.04	1,147.66				
Garbage/Extermination	155	202.91	140.69	753.60	1,901.26	5,000.00	38.03%	$ 1,901.26
41.2550.0323.00	47	1,738.73	1,471.37	11,784.84				
Repairs & Maintenance	155	1,366.15	980.91	5,525.10	17,309.94	70,000.00	24.73%	$ 17,309.94
41.2550.0325.00	47	1,420.52	1,785.60	7,579.14				
Leases	155	1,116.13	1,190.40	4,823.88	12,403.02	34,000.00	36.48%	$ 12,403.02
41.2550.0332.00	47	91.31		128.77				
Travel & Meeting	155	71.74		98.64	227.41	9,000.00	2.53%	$ 227.41
41.2550.0333.02	47	61.00	1,792.00	2,195.00				
Special Ed Cabs	155	697.00	1,630.00	2,327.00	4,522.00	28,000.00	16.15%	$ 4,522.00
41.2550.0234.00	47			-				
Health Ins Exchange	155			-		20,000.00	0.00%	$ -
41.2550.0341.00	47	1,219.73	703.88	3,916.57				
Telephone	155	958.36	469.25	2,414.07	6,330.64	23,000.00	27.52%	$ 6,330.64
41.2550.0342.00	47	17.91	9.59	1,897.13				
Postage	155	14.07	6.40	547.15	2,444.28	6,500.00	37.60%	$ 2,444.28
41.2550.0351.00	47			-				
Legal Notices	155			-		500.00	0.00%	$ -
41.2550.0370.00	47	36.13	38.71	67.87				
Water & Sewer	155	28.39	25.81	70.36	138.23	950.00	14.55%	$ 138.23
41.2550.0382.00	47			22.71				
Unemploy. Compensation	155			(22.70)	0.01	10,000.00	0.00%	$ 0.01
41.2550.0410.00	47	300.50	129.41	2,735.87				
Supplies	155	236.10	86.27	1,256.31	3,992.18	10,000.00	39.92%	$ 3,992.18
41.2550.0465.00	47	79.69	125.11	621.98				
Heat	155	62.61	83.41	320.29	942.27	7,000.00	13.46%	$ 942.27

Account # & Name	Dist. #	October	November	Total		2017-2018	% of Budget		Account Total
41.2550.0466.00	47			-					
Electric	155			-		5,000.00	0.00%	$	-
41.2550.0470.00	47			-					
Software	155			-		300.00	0.00%	$	-
41.2550.0540.00	47			-					
Capital Outlay	155			-		-	#DIV/0!	$	-
41.2550.0640.00	47	89.60		736.81					
Dues & Fees	155	70.40		541.62	1,278.43	500.00	255.69%	$	1,278.43
41.2550.0690.00	47	462.00	318.00	2,400.99					
Awards & Incentives	155	363.00	212.00	1,167.37	3,568.36	21,000.00	16.99%	$	3,568.36
41.2552.0710.00	47			-					
Non-Capitalized Equip	155			-	-	10,000.00	0.00%	$	-
41.2552.0111.01	47	129,003.75	122,973.12	364,347.69					
Operations Salaries	155	50,168.12	47,822.88	154,837.04	519,184.73	1,964,542.00	26.43%	$	519,184.73
41.2552.0111.02	47	61,497.52	56,626.27	218,673.57					
Special Education Salaries	155	50,316.16	46,330.58	174,313.52	392,987.09	1,746,540.00	22.50%	$	392,987.09
41.2552.0111.47	47	6,522.92	6,712.62	13,755.57					
Field Trip Salaries				-	13,755.57	72,740.00	18.91%	$	13,755.57
41.2552.0111.55				-					
Field Trip Salaries	155	36,265.07	18,067.01	78,922.85	78,922.85	268,220.00	29.42%	$	78,922.85
41.2552.0111.04	47	661.64	1,892.25	14,229.16					
Field Trip - Other Salaries	155	519.86	1,261.50	8,746.34	22,975.50	36,000.00	63.82%	$	22,975.50
41.2552.0111.05	47	2,112.45	2,337.04	13,472.14					
Driver Training	155	1,659.78	1,558.03	7,731.94	21,204.08	50,000.00	42.41%	$	21,204.08
41.2552.0212.00	47	20,021.42	19,227.50	73,192.72					
I.M.R.F. - Drivers/Attend	155	15,731.11	12,818.33	49,517.49	122,710.21	418,100.00	29.35%	$	122,710.21
41.2552.0213.00	47	11,494.67	11,006.89	42,226.25					
F.I.C.A. - Drivers/Attendants	155	9,031.53	7,337.93	28,511.83	70,738.08	249,300.00	28.37%	$	70,738.08
41.2552.0214.00	47	2,688.24	2,574.18	9,875.43					
Medicare - Drivers/Attendant:	155	2,112.19	1,716.12	6,668.05	16,543.48	58,500.00	28.28%	$	16,543.48
41.2552.0222.00	47	1,445.85	30,339.55	62,467.14					
HRA - Drivers	155	1,136.03	20,226.36	45,368.80	107,835.94	380,000.00	28.38%	$	107,835.94
41.2552.0240.00	47	1,763.44	1,146.00	6,784.60					
Operations - Physical	155	1,385.56	764.00	3,549.40	10,334.00	26,000.00	39.75%	$	10,334.00
41.2552.0310.00	47			22.23					
Professional	155			(22.23)	-	4,800.00	0.00%	$	-
41.2552.0323.00	47			-					
Repairs & Maintenance	155			-		10,000.00	0.00%	$	-
41.2552.0381.00 Insurance	47	14,921.76	(12,594.00)	98,744.66					
Bus, Fire & Liability	155	11,724.24	(8,396.00)	78,211.34	176,956.00	466,905.00	37.90%	$	176,956.00
41.2552.0410.00	47	552.53	534.10	2,366.35					
Operations Supplies	155	434.13	356.07	1,429.41	3,795.76	25,000.00	15.18%	$	3,795.76
41.2552.0410.02	47	121.30		121.30					
Special Ed Equip	155	95.30		95.30		9,000.00	2.41%	$	216.60
41.2552.0410.03	47			-					
Field Trip Expenses	155			-		500.00	0.00%	$	-
41.2552.0410.04	47			-					
Field Trip Expenses - Other	155			-		-	0.00%	$	-
41.2552.0464.00	47	26,239.52	37,246.43	81,996.53					
Gas & Oil	155	20,616.77	24,830.95	59,875.25	141,871.78	590,000.00	24.05%	$	141,871.78
41.2552.0540.00	47			265,926.00					
Purchase - New Bus/Radios	155			265,926.00	531,852.00	1,100,000.00	48.35%	$	531,852.00
41.2552.0710.00	47			-					
Non-Capitalized Equip	155			-	-		#DIV/0!	$	-

Account # & Name	Dist. #	October	November	Total		2017-2018	% of Budget	Account Total
41.2554.0118.00	47	8,734.87	8,841.79	47,434.55				
Maintenance Salaries	155	6,863.12	5,894.53	30,062.90	77,497.45	207,000.00	37.44%	$ 77,497.45
41.2554.0212.00	47	942.49	1,011.46	5,175.62				
I.M.R.F. - Mechanics	155	740.52	674.30	3,282.06	8,457.68	21,600.00	39.16%	$ 8,457.68
41.2554.0213.00	47	418.09	416.59	2,270.12				
F.I.C.A. - Mechanics	155	328.50	277.72	1,437.73	3,707.85	12,900.00	28.74%	$ 3,707.85
41.2554.0214.00	47	97.79	97.43	530.94				
Medicare - Mechanics	155	76.83	64.96	336.27	867.21	3,050.00	28.43%	$ 867.21
41.2554.0222.00	47	1,514.25	1,622.41	8,274.30				
Hospital Insurance - Mech	155	1,189.77	1,081.61	5,245.80	13,520.10	32,500.00	41.60%	$ 13,520.10
41.2554.0323.00	47	(14.70)	1,318.85	8,760.03				
Repairs & Maintenance	155	(11.55)	879.23	4,392.35	13,152.38	120,000.00	10.96%	$ 13,152.38
41.2554.0339.00	47	629.44	313.20	1,674.44				
Permits/Licences/Inspections	155	494.56	208.80	1,060.56	2,735.00	10,000.00	27.35%	$ 2,735.00
41.2554.0410.00	47	17,074.57	16,962.43	74,886.12				
Maintenance Supplies	155	13,415.73	11,308.28	48,403.95	123,290.07	200,000.00	61.65%	$ 123,290.07
41.2554.0540.00	47			-				
Capital Outlay	155			-	-	-	#DIV/0!	$ -
41.2554.0710.00	47	2,733.95	344.04	5,189.40				
Non-Capitalized Equip	155	2,733.95	344.04	5,189.40	10,378.80	44,000.00	23.59%	$ 10,378.80
Total		$ 591,425.37	$ 553,669.98	$ 2,731,923.55		$ 8,966,688.00	30.47%	$ 2,731,923.55
Sub Total District 47		340,617.68	339,064.50	1,574,426.61		$ 6,234,764.45		
Sub Total District 155		250,807.69	214,605.48	1,157,496.94				
Other Field Trip Billed								
Total District 47		(661.64)	(1,892.25)	(14,229.16)				
Total District 155		(519.86)	(1,261.50)	(8,746.34)				
Total District 47		339,956.04	337,172.25	1,560,197.45				
Total District 155		250,287.83	213,343.98	1,148,750.60				
Total Dist. 47 (% of Total)		57.59%	61.24%	57.63%				
Total Dist.155 (% of Total)		42.41%	38.76%	42.37%				

Drivers / Attendants Lost for School Year 2017/2018			
Driver	**Last Day**	**Reason for Leaving**	**Hire Date**
* NINE DRIVERS RETIRED OR RESIGNED IN MAY & JUNE 2017			
XXXXXXXXXX	07/06/17	Resigned - new job	02/09/05
XXXXXXXXXX	07/19/17	Terminated - DL expired SBP revoked	01/14/16
XXXXXXXXXX	07/20/17	Resigned during training	07/03/17
XXXXXXXXXX	08/18/17	Resigned - higher paying driver position	08/12/11
XXXXXXXXXX	08/23/17	Could not pass written CDL test	08/14/17
XXXXXXXXXX	08/10/17	Quit - Never showed after training completed	07/17/17
XXXXXXXXXX	08/16/17	Walked out of training - 1st day	08/16/17
XXXXXXXXXX	09/11/17	Retired	01/01/76
XXXXXXXXXX	10/16/17	Resigned - to avoid termination by recommendatio	08/23/03
XXXXXXXXXX	12/18/17	Terminated - Too many accidents	08/02/17
XXXXXXXXXX	11/27/17	Quit - Never showed for training	11/27/99
XXXXXXXXXX	01/08/17	Resigned - medical reasons	06/29/09
Attendant			
XXXXXXXXXX	07/25/17	Retired	09/20/06
XXXXXXXXXX	11/17/17	Quit - Found full time job	08/04/17

Drivers / Attendants Gained for School Year 2017/2018			
Drivers	**Hire Date**		
* ONE DRIVER HIRED IN JUNE 2017			
XXXXXXXXXX	07/03/17		
XXXXXXXXXX	07/13/17		
XXXXXXXXXX	07/17/17		
XXXXXXXXXX	07/25/17		
XXXXXXXXXX	08/02/17		
XXXXXXXXXX	08/07/17		
XXXXXXXXXX	08/23/17		
XXXXXXXXXX	09/05/17		
XXXXXXXXXX	09/21/17		
XXXXXXXXXX	10/03/17		
XXXXXXXXXX	10/03/17		
XXXXXXXXXX	11/27/17		
XXXXXXXXXX	12/15/17		
XXXXXXXXXX	12/20/17		
XXXXXXXXXX	12/21/17		
Attendants			
XXXXXXXXXX	07/28/17		
XXXXXXXXXX	08/04/17		
XXXXXXXXXX	11/27/17		

TJA Fuel Prices
2017/2018

Date	Unit Price	Taxes	# gals	Total Price per Gallon	Total for Drop
8/23/2017	$1.7675	0.2289	7471	$1.9964	$14,916.90
8/31/2017	$1.7675	0.2289	7466	$1.9964	$14,906.93
9/11/2017	$1.7675	0.2289	7474	$1.9964	$14,922.88
9/19/2017	$1.7675	0.2289	7475	$1.9964	$14,924.90
9/27/2017	$1.7675	0.2289	7453	$1.9964	$14,880.96
10/5/2017	$1.7675	0.2289	7453	$1.9964	$14,880.96
10/18/2017	$1.7675	0.2289	7484	$1.9964	$14,942.85
10/19/2017	$1.7675	0.2289	7481	$1.9964	$14,936.87
10/28/2017	$1.7675	0.2289	7522	$1.9964	$15,018.74
11/8/2017	$1.7675	0.2289	7463	$1.9964	$14,900.92
11/16/2017	$1.7675	0.2289	7543	$1.9964	$15,060.65
11/29/2017	$1.7675	0.2289	7438	$1.9964	$14,851.01
12/7/2017	$1.7675	0.2289	7487	$1.9964	$14,949.43
12/16/2017	$1.7675	0.2289	7569	$1.9964	$15,113.16
To Date			**104,779**		**$209,207.16**
Total					
2016/2017	**232,206**				
2015/2016	238,968				
2014/2015	238,211				
2013/2014	260,148				
2012/2013	247,601				
2011/2012	244,365				
2010/2011	245,707				

Certificate of the Publisher

Northwest Herald

Description:SCHOOL BUS BODIES & CHASS
1486041
PENNY FLEMING

TRANSPORTATION JOINT AGREEMENT
1204 S MCHENRY AVE
CRYSTAL LAKE IL 60014

Shaw Media certifies that it is the publisher of the Northwest Herald. The Northwest Herald is a secular newspaper, has been continuously published daily for more than fifty (50) weeks prior to the first publication of the attached notice, is published in the City of Crystal Lake, County of McHenry, State of Illinois, is of general circulation throughout that county and surrounding area, and is a newspaper as defined by 715 ILCS 5/5.

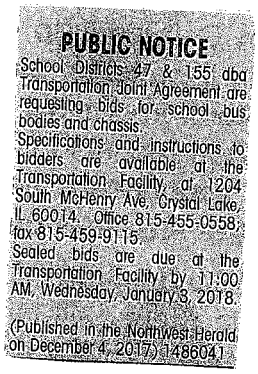
A notice, a true copy of which is attached, was published 1 time(s) in the Northwest Herald, namely one time per week for one successive week(s). Publication of the notice was made in the newspaper, dated and published on
12/04/2017

This notice was also placed on a statewide public notice website as required by 5 ILCS 5/2.1.
In witness, Shaw Media has signed this certificate by John Rung, its publisher, at Crystal Lake, Illinois, on
4th day of December, A.D. 2017

Shaw Media By:

John Rung, Publisher

Account Number 10397 Amount $39.70



PUBLIC NOTICE

School Districts 47 & 155 dba Transportation Joint Agreement are requesting bids for school bus bodies and chassis.
Specifications and instructions to bidders are available at the Transportation Facility at 1204 South McHenry Ave, Crystal Lake, IL 60014. Office 815-455-0558, fax 815-459-9115.
Sealed bids are due at the Transportation Facility by 11:00 AM, Wednesday, January 3, 2018.

(Published in the Northwest Herald on December 4, 2017) (1486041)

Transportation Joint Agreement School Bus Vendor List 2017

Company Name	Bid Mailed (via email)	Bid Received
Central States Bus Sales	11/29/2017	1/3/2018
2450 Cassens Drive		
Fenton, MO 63026		
630-556-3130		
630-556-3133 Fax		
MidWest Bus Sales	11/29/2017	~~1/3/2018~~
3135 North Main		NO BID
Princeton, IL 61356		
815-875-4510		
815-875-4512 Fax		
MidWest Transit Equipment	11/29/2017	1/3/2018
146 W. Issert Drive		
P.O. Box 582		
Kankakee, IL 60901		
800-933-2412		
219-365-3734 Fax		

BUS BID SUMMARY - January 4, 2018

Size of Bus	Quantity	Vendor & Bid Price	Vendor & Bid Price	Vendor & Bid Price
		Midwest Bus Sales	Midwest Transit Equipment	Central States Bus Sales
Conventional 71 passenger	18	No Bid	International Body International Chassis Per bus: $87,973.00 x 18 = $1,583,514.00 $ -22,700.00 Trades **Total $1,443,014.00** **Per District $721,507.00**	Bluebird Body Bluebird Chassis Per bus: $90,250.00 x 18 = $1,624,500.00 $- 114,000.00 Trades **Total $1,510,500.00** **Per District $755,250.00**

MIDWEST
bus sales | Division of The Kincaid Group

January 2, 2018

Ms. Penny Fleming
Transportation Director
1204 S. McHenry Avenue
Crystal Lake, IL 60014-7495

Dear Ms. Fleming,

We would like to thank you for the opportunity given to review the bid documentation. After a careful evaluation made on the subject, we regret to inform you that we are not in a position to submit a proposal.

However, we look forward to working with you on future projects in the area of vehicles for pupil transportation. Accordingly we hope that you will include us in future RFP's of similar engagements.

Should you have any questions about this, please feel free to call or email me at dstocker@midwestbussales.com

Thank you for your consideration.

Respectfully,

Daniel Stocker

Daniel Stocker (V1)

Thomas BUILT BUSES
Because every mile matters℠

P (877) 875.4510 F (815) 875.4512 C (815) 760.0548 E dstocker@midwestbussales.com W midwestbussales.com

Midwest Transit Equipment, Inc.
146 W. Issert Drive • P.O. Box 582
Kankakee, IL 60901
(800) 933-2412

January 3, 2018

Transportation Joint Agreement
Penny Fleming, Transportation Director
1204 S McHenry Ave
Crystal Lake, IL 60014

Penny,
Thank you for allowing Midwest Transit Equipment, Inc. the opportunity to furnish this bid on your school bus equipment needs.

Enclosed is the required "Certificate of Compliance" statement that our buses meet Federal and State of Illinois requirements.

IC CE 71 PASSENGER BUSES

Eighteen (18) New 2019 IC 71 passenger buses per your specifications.

Sales price:	$87,973.00 x 18 units=	$1,583,514.00.
Less trades:		
Bus #225- 2004 International 71 passenger		$ 7,000.00.
Bus #226- 2004 International 71 passenger		$ 6,500.00.
Bus #227- 2004 International 71 passenger		$ 7,000.00.
Bus #228- 2004 International 71 passenger		$ 6,500.00.
Bus #229- 2004 International 71 passenger		$ 7,000.00.
Bus #230- 2004 International 71 passenger		$ 6,500.00.
Bus #231- 2004 International 71 passenger		$ 7,000.00.
Bus #232- 2004 International 71 passenger		$ 7,000.00.
Bus #233- 2006 IC 71 passenger		$ 8,600.00.
Bus #234- 2006 IC 71 passenger		$ 8,600.00.
Bus #236- 2006 IC 71 passenger		$ 8,600.00.
Bus #237- 2006 IC 71 passenger		$ 8,600.00.
Bus #238- 2006 IC 71 passenger		$ 8,600.00.
Bus #239- 2006 IC 71 passenger		$ 8,600.00.
Bus #240- 2006 IC 71 passenger		$ 8,600.00.
Bus #241- 2006 IC 71 passenger		$ 8,600.00.
Bus #242- 2006 IC 71 passenger		$ 8,600.00.
Bus #243- 2006 IC 71 passenger		$ 8,600.00.
Total trade allowance:		$ 140,500.00.
Net price after trades:		$1,443,014.00

District has the right to keep any or all trades. One trade per unit purchase unless agreed to by Midwest Transit.

Delivery would be June and July 2018 as specified in the bid specifications.

Thank you again for this opportunity. I can be reached in the office at (800) 933-2412 ext 1476, cell (219) 688-7527, or email at scott.vanderlee@midwesttransit.com.

Respectfully,

Scott Vanderlee
Sales Manager- School Bus

Midwest Transit Equipment, Inc.
146 W. Issert Drive • P.O. Box 582
Kankakee, IL 60901
(800) 933-2412

TRANSPORTATION JOINT AGREEMENT
CRYSTAL LAKE DISTRICT'S 47 & 155

CERTIFICATE OF COMPLIANCE

MIDWEST TRANSIT EQUIPMENT, INC.

Midwest Transit Equipment, Inc. is furnishing this bid to TJA for a 2019 school buses.

This certificate confirms that the chassis, engine, and body will meet or exceed the specifications outlined by the State of Illinois and the Board of Education.

Signed by Scott Vanderlee
Sales Manager- School Bus

Date 1/1/2018

The Department of Transportation, School Districts 47 & 155 (hereafter referred to as DOT) is requesting bids for the purchase of six (6) to eighteen (18) school bus body(ies) and chassis to carry seventy-one (71) student(s), (see attached specifications), however said **School Districts reserve the right to cancel said purchase or any portion of said purchase at any time prior to formal School Board approval and issuance of a Purchase Order with no penalty to DOT. The DOT will have the option to increase or decrease the number of buses purchased from this bid.** Six (6) of the eighteen complete body and chassis are to be delivered to DOT'S School Bus facility as soon as possible but no later than June 29, 2018. The remaining twelve (12) complete body and chassis are to be delivered to DOT's School Bus facility as soon as possible after July 1, 2018. The buses that are to be delivered before June 30, 2018 must be invoiced separately from the remaining buses purchased.

The DOT will have the option to increase or decrease the number of buses purchased from this bid.

Enclosed, you will find the specifications developed for our Districts. Bidder must include our specifications and meet or exceed State of Illinois minimum construction standards as set forth in the Illinois Minimum Safety Standards for Construction of Type I School buses, Order 11-4 including all amendments and such Federal Standards as may apply. **NOTE: BIDDER IS NOT TO STRIKE, CHANGE OR OTHERWISE MODIFY LISTED SPECIFICATIONS. IF ANY SPECIFICATION(S) IS/ARE NOT MET, ALL EXCEPTIONS MUST BE LISTED SEPARATELY BELOW. FAILURE TO COMPLY MAY GIVE THE BOARDS OF EDUCATION REASON TO REJECT BID.**

Service and Warranty work–Bidder must specify how and where all service and warranty work will be handled. Included with the bid there must be a sworn statement from the organization that will do the body and/or chassis work as to the time and amount of service they are capable of and willing to perform. Included

Each bid must be accompanied by a Certificate of Compliance confirming that the body and chassis meets or exceeds the specifications outlined by the State of Illinois and the Boards of Education of Community Consolidated School District 47and Community High School District 155. Bids submitted without such a certificate will not receive consideration. Included

Included with delivery we require one (1) set of repair shop manuals for mechanics. Both chassis and body and all chassis/body service manuals to be included, either paper or CD. Awarded bidder will be responsible for license and title fees. On Command

Bidders may quote a trade-in allowance for (a) currently owned bus(es), however, **DOT reserves the right to trade in all listed buses, a portion of listed trade-in buses, or none of the listed buses when delivery of the new bus(es) is/are taken.** These/this bus(es) may be inspected at DOT's school bus facility located at 1204 South McHenry Avenue, Crystal Lake, Illinois 60014-7645 by appointment only. Telephone 815-455-0558, FAX 815-459-9115 or e-mail psfleming@d47.org to request an appointment.

The following buses may be used for trade-in:

UNIT	YEAR	MAKE	MODEL	ODOMETER	TRADE-IN-ALLOWANCE
225	2004	Intl	Blue Bird	135885	$ 7,000.00
226	2004	Intl	Blue Bird	149185	$ 6,500.00
227	2004	Intl	Blue Bird	142143	$ 7,000.00
228	2004	Intl	Blue Bird	149935	$ 6,500.00
229	2004	Intl	Blue Bird	156802	$ 7,000.00
230	2004	Intl	Blue Bird	167769	$ 6,500.00
231	2004	Intl	Blue Bird	140951	$ 7,000.00
232	2004	Intl	Blue Bird	141450	$ 7,000.00
233	2006	IC	IC	166441	$ 8,600.00
234	2006	IC	IC	151001	$ 8,600.00
236	2006	IC	IC	124885	$ 8,600.00
237	2006	IC	IC	165825	$ 8,600.00
238	2006	IC	IC	143936	$ 8,600.00
239	2006	IC	IC	146300	$ 8,600.00
240	2006	IC	IC	160208	$ 8,600.00

241	2006	IC	IC	144926	$ 8,600.00
242	2006	IC	IC	189923	$ 8,600.00
243	2006	IC	IC	182769	$ 8,600.00

total $ 140,500.00

As further clarification, buses 225, 226, 227, 228, 229, 230, 231and 232 are 71 passenger body(ies) on a Blue Bird Chassis, DT-466E engine, and Allison A2000 automatic transmission. Brakes are air operated. This(ese) bus(es) are currently being used as (a) daily route bus(es) and will continue to do so until the possible trade-in.

Buses 233, 234, 236, 237, 238, 239, 240, 241, 242 & 243 are 71 passenger body(ies) on an IC Chassis DT-466 engine, and Allison 2500 automatic transmission. Brakes are air operated. These buses are currently being used as daily route buses and will continue to do so until the possible trade-in.

School District 47 & 155 dba Transportation Joint Agreement is a public school district which is obligated, by law to comply with affirmative action and non-discrimination policies and regulations prescribed by law and the Illinois Department of Human Rights. As a Bidder, you hereby certify that your business, corporation, firm or entity refrains from discrimination based upon citizenship, race, national origin or sex. Further, the Bidder is an equal opportunities employer as prescribed by the Department and that you make available to all employees information promulgated to employers as may be applicable, from the Department. Further, Bidder certifies that it has and maintains a written sexual harassment policy which includes the illegality of such conduct; a definition-description and examples as promulgated by the Department; an internal complaint process with advice as to legal recourse and investigation procedures; a policy of protection from retaliation against a complainant; and, information is made available to all employees describing how and when to contact the Department. Violation of any portion hereof is basis for disqualification or avoidance of any bid or contract.

Price quoted must be F.O.B. DOT's Transportation Facility, Crystal Lake, Illinois and be exclusive of Illinois Sales Tax and Federal Excise Tax. After delivery and acceptance of the bus, payment will be authorized at the next regular business meeting of the Boards of Education of Community Consolidated School District 47 and Community High School District 155.

Bidder to furnish DOT a list of school bus operators in northern Illinois/southern Wisconsin/western Indiana who currently possess and operate (a) school bus(es) equal to the vehicle bidder is offering. Enclosed

The undersigned further declares that this bid is made without any connection with any person(s) making another bid for the same contract, that the bid is in all respects fair and without collusion or fraud, that no member of the Boards of Education of Community Consolidated School District 47 or Community High School District 155, McHenry and Lake Counties, Illinois or other Officer of said School Districts, or any person in the employ of said School Districts, is directly or indirectly interested in the bid or in any portion of the profits thereof.

Midwest Transit Name of Company or Firm	800 933-2412 Telephone
Scott Vanderlee Name of Company Representative (print or type)	815 933-3966 FAX
Scott Vanderlee Name of Company Representative (Signature)	1/1/18 Date
Scott.Vanderlee@midwesttransit.com Internet e-mail address	www.Midwesttransit.com Website URL

Bid Tabulation Forms for ~~2018~~ 2019 (minimum) model year. Please note there are two (2) Tabulation Sheets. One for outright purchase and one for a finance option. Please enter your bid for outright on this page and for finance option on the following page. The information supplied to the Dealer, Body Manufacturer and Chassis Manufacturer shall be the same for both Tabulations.

Outright Purchase

Dealer: Midwest Transit

Body Manufacturer: IC

Chassis Manufacturer: IC

Purchase Plan: Payable within forty-five (45) days after delivery of complete school bus(es) to DOT's Facility and after acceptance of said school bus(es) by DOT. Payment on delivery.

Complete delivered cost (including freight) for:

Cost for six (6) to eighteen (18) complete units $ 87,973.00 x 18 = 1,583,514.00

Trade-in allowance total $ 140,500.00 (18 trades)

Net total cost for six (6) to eighteen (18) units $ 1,443,014.00

Finance Option

Bidder is invited to bid financing the buses under a Lease/Purchase program. Five (5) annual payments in advance will be paid, beginning on delivery. Lease to be funded on delivery, not before or afterward. Attach a copy of suggested contract with terms, documentation, and an Amortization Schedule for the sale amount of the financed equipment. Bids received without documentation will not receive consideration. "Loan Origination", "Documentation", or other similar fees are not acceptable. References from public schools must be furnished upon request. DOT reserves the right to negotiate payment terms or alternate plans with the most responsible bidder.

Cash price and payment will be adjusted pro-rate if options are selected.

APR (Annual Percentage Rate) implicit interest rate (as defined by Federal Truth in Lending Law): 4.30 %. The rate must be firm and not subject to change if lease documents are signed within sixty (60) days of bid opening.

Amount of annual payment assuming all eighteen (18) units are purchased: $343,926.00
$19,107.00 each

Finance Source: Santander Bank

Central States Bus Sales, Inc.
"The Bus Experts"
49W102 U.S. Highway 30, Building E, Big Rock, IL 60511
630-556-3130 • FAX: 630-556-3133 • 800-376-1644
www.centralstatesbus.com

January 2, 2018

Penny Fleming
Director of Transportation
Department of Transportation School Districts 47 & 155
1204 South McHenry Avenue
Crystal Lake, Illinois 60014

Dear Penny Fleming:

I'm happy to help you with your transportation needs. Central States Bus Sales, Inc. is the authorized distributor for Blue Bird Body Company in Missouri, Arkansas, Illinois, Tennessee and Kentucky and we have the facilities and experience to support all of the products we sell. Blue Bird School Buses are unsurpassed in Quality, Durability, and Built-In Safety Features.

In accordance with your request, I have prepared one (1) proposal for you. Our proposal is for up to eighteen (18) 2019 Blue Bird Visions 71 passenger. These units have a Cummins ISB17 250HP in-line 6 diesel engine on a Blue Bird school bus Chassis. These units are also equipped to meet or exceed all state and federal specifications and include the equipment that you requested.

Note: Title and License is included in the price of the buses.

Warranty: I have attached the standard warranty for the Blue Bird school buses, Cummins engines and Allison Transmissions.

If you have any questions or require additional information, please feel free to contact me by phone at (800) 376-1644 or by e-mail at kenm@centralstatesbus.com. Thanks again, and I hope to be hearing from you soon.

Sincerely,

Ken Muehlfelder
Regional Sales Manager
Central States Bus Sales, Inc.

Central States Bus Sales, Inc.
"The Bus Experts"
49W102 U.S. Highway 30, Building E, Big Rock, IL 60511
630-556-3130 • FAX: 630-556-3133 • 800-376-1644
www.centralstatesbus.com

Additional Bid Information

Illinois Dealers License:

Central States Bus Sales, Inc. is a licensed Illinois dealer, our number is DL4647

Regulatory Compliance:

Blue Bird school buses meet all applicable Federal Motor Vehicle Safety Standards in effect at time of bus manufacture. A Federal certification label is included with each Blue Bird school bus.

Blue Bird school buses meet all applicable Illinois school bus requirements in effect at time of bus manufacture. An Illinois certification label is included with each Blue Bird school bus.

Blue Bird school buses will meet all TJA School Districts 47 & 155 specifications as bid on January 3, 2018 with differences as noted next to the applicable items.

Ken Muehlfelder
Central States Bus Sales, Inc.
January 02, 2018

The Department of Transportation, School Districts 47 & 155 (hereafter referred to as DOT) is requesting bids for the purchase of six (6) to eighteen (18) school bus body(ies) and chassis to carry seventy-one (71) student(s), (see attached specifications), however said **School Districts reserve the right to cancel said purchase or any portion of said purchase at any time prior to formal School Board approval and issuance of a Purchase Order with no penalty to DOT. The DOT will have the option to increase or decrease the number of buses purchased from this bid.** Six (6) of the eighteen complete body and chassis are to be delivered to DOT'S School Bus facility as soon as possible but no later than June 29, 2018. The remaining twelve (12) complete body and chassis are to be delivered to DOT's School Bus facility as soon as possible after July 1, 2018. The buses that are to be delivered before June 30, 2018 must be invoiced separately from the remaining buses purchased.

The DOT will have the option to increase or decrease the number of buses purchased from this bid.

Enclosed, you will find the specifications developed for our Districts. Bidder must include our specifications and meet or exceed State of Illinois minimum construction standards as set forth in the Illinois Minimum Safety Standards for Construction of Type I School buses, Order 11-4 including all amendments and such Federal Standards as may apply. **NOTE: BIDDER IS NOT TO STRIKE, CHANGE OR OTHERWISE MODIFY LISTED SPECIFICATIONS. IF ANY SPECIFICATION(S) IS/ARE NOT MET, ALL EXCEPTIONS MUST BE LISTED SEPARATELY BELOW. FAILURE TO COMPLY MAY GIVE THE BOARDS OF EDUCATION REASON TO REJECT BID.**

273" wheel base (better turning)	Mirrors: 15 min timer
-65 degree anti-freeze (better)	Storage: abover driver 28" plus glove box
Hood: 9 lbs to open	Steps: Stainless steel w/out insulation
Alt: Leece-Neville 240 amp (more amps)	Seats: 52oz: Thicker
Batteries: 2100 cca (more cca)	Isle seams: Stainless steel molding
Exhaust: 4" pipe to rear bumper & exit access hole	Wipers: No overlapping
Regeneration: Under hood passenger side	Rear Heater: 80,000 btu
3M diamond grade tape: sample attached	Turn lamp: Fender mounted
DEF: 15 gallon (more gallons)	

Service and Warranty work--Bidder must specify how and where all service and warranty work will be handled. Included with the bid there must be a sworn statement from the organization that will do the body and/or chassis work as to the time and amount of service they are capable of and willing to perform.

Each bid must be accompanied by a Certificate of Compliance confirming that the body and chassis meets or exceeds the specifications outlined by the State of Illinois and the Boards of Education of Community Consolidated School District 47and Community High School District 155. Bids submitted without such a certificate will not receive consideration.

Included with delivery we require one (1) set of repair shop manuals for mechanics. Both chassis and body and all chassis/body service manuals to be included, either paper or CD. Awarded bidder will be responsible for license and title fees.

Bidders may quote a trade-in allowance for (a) currently owned bus(es), however, **DOT reserves the right to trade in all listed buses, a portion of listed trade-in buses, or none of the listed buses when delivery of the new bus(es) is/are taken**. These/this bus(es) may be inspected at DOT's school bus facility located at 1204 South McHenry Avenue, Crystal Lake, Illinois 60014-7645 by appointment only. Telephone 815-455-0558, FAX 815-459-9115 or e-mail psfleming@d47.org to request an appointment.

The following buses may be used for trade-in:

UNIT	YEAR	MAKE	MODEL	ODOMETER	TRADE-IN-ALLOWANCE
225	2004	Intl	Blue Bird	135885	$ 5,000.00
226	2004	Intl	Blue Bird	149185	$ 5,000.00
227	2004	Intl	Blue Bird	142143	$ 5,000.00
228	2004	Intl	Blue Bird	149935	$ 5,000.00
229	2004	Intl	Blue Bird	156802	$ 5,000.00
230	2004	Intl	Blue Bird	167769	$ 5,000.00
231	2004	Intl	Blue Bird	140951	$ 5,000.00
232	2004	Intl	Blue Bird	141450	$ 5,000.00
233	2006	IC	IC	166441	$ 7,400.00
234	2006	IC	IC	151001	$ 7,400.00
236	2006	IC	IC	124885	$ 7,400.00
237	2006	IC	IC	165825	$ 7,400.00
238	2006	IC	IC	143936	$ 7,400.00
239	2006	IC	IC	146300	$ 7,400.00
240	2006	IC	IC	160208	$ 7,400.00

241	2006	IC	IC	144926	$ 7,400.00
242	2006	IC	IC	189923	$ 7,400.00
243	2006	IC	IC	182769	$ 7,400.00

As further clarification, buses 225, 226, 227, 228, 229, 230, 231and 232 are 71 passenger body(ies) on a Blue Bird Chassis, DT-466E engine, and Allison A2000 automatic transmission. Brakes are air operated. This(ese) bus(es) are currently being used as (a) daily route bus(es) and will continue to do so until the possible trade-in.

Buses 233, 234, 236, 237, 238, 239, 240, 241, 242 & 243 are 71 passenger body(ies) on an IC Chassis DT-466 engine, and Allison 2500 automatic transmission. Brakes are air operated. These buses are currently being used as daily route buses and will continue to do so until the possible trade-in.

Bid Tabulation Forms for 2018 (minimum) model year. Please note there are two (2) Tabulation Sheets. One for outright purchase and one for a finance option. Please enter your bid for outright on this page and for finance option on the following page. The information supplied to the Dealer, Body Manufacturer and Chassis Manufacturer shall be the same for both Tabulations.

Outright Purchase

Dealer: Central States Bus Sales

Body Manufacturer: Blue Bird Vision

Chassis Manufacturer: Blue Bird

Purchase Plan: Payable within forty-five (45) days after delivery of complete school bus(es) to DOT's Facility and after acceptance of said school bus(es) by DOT.

Complete delivered cost (including freight) for:

Cost for six (6) to eighteen (18) complete units	$ 90,250.00 each X 18= $1,624,500.00
Trade-in allowance total	$ 114,000.00 total for 18 trades
Net total cost for six (6) to eighteen (18) units	$ 1,510,500.00 for 18 total units

Finance Option

Bidder is invited to bid financing the buses under a Lease/Purchase program. Five (5) annual payments in advance will be paid, beginning on delivery. Lease to be funded on delivery, not before or afterward. Attach a copy of suggested contract with terms, documentation, and an Amortization Schedule for the sale amount of the financed equipment. Bids received without documentation will not receive consideration. "Loan Origination", "Documentation", or other similar fees are not acceptable. References from public schools must be furnished upon request. DOT reserves the right to negotiate payment terms or alternate plans with the most responsible bidder.

Cash price and payment will be adjusted pro-rate if options are selected.

APR (Annual Percentage Rate) implicit interest rate (as defined by Federal Truth in Lending Law): 4.08 %. The rate must be firm and not subject to change if lease documents are signed within sixty (60) days of bid opening.

Amount of annual payment assuming all eighteen (18) units are purchased: $ 351,390.49

price above is without trade value take out

Finance Source: TCF Equipment Finance

2017/2018 Budget

			Totals
Six (6) buses		$87,973. ea	$527,838.00
Trades--	Bus 225	($7,000.00)	
	Bus 226	($6,500.00)	
	Bus 227	($7,000.00)	
	Bus 228	($6,500.00)	
	Bus 229	($7,000.00)	
	Bus 230	($6,500.00)	
	Total Trades----------		($40,500.00)
		TOTAL	**$487,338.00**
		TOTAL PER DISTRICT	**$243,669.00**

2018/2019 Budget

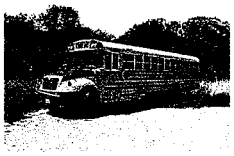
No increase to fleet- 12 purchase 12 trade

			Totals
Twelve (12) buses		$87,973. ea	$1,055,676.00
Trades--	Bus 231	($7,000.00)	
	Bus 232	($7,000.00)	
	Bus 237	($8,600.00)	
	Bus 239	($8,600.00)	
	Bus 242	($8,600.00)	
	Bus 243	($8,600.00)	
	Bus 233	($8,600.00)	
	Bus 234	($8,600.00)	
	Bus 236	($8,600.00)	
	Bus 238	($8,600.00)	
	Bus 240	($8,600.00)	
	Bus 241	($8,600.00)	
	Total Trades----------		($100,000.00)
		TOTAL	**$955,676.00**
		TOTAL PER DISTRICT	**$477,838.00**

Increase to fleet - 12 purchase 6 trade

			Totals
Twelve (12) buses		$87,973. ea	$1,055,676.00
Trades--	Bus 231	($7,000.00)	
	Bus 232	($7,000.00)	
	Bus 237	($8,600.00)	
	Bus 239	($8,600.00)	
	Bus 242	($8,600.00)	
	Bus 243	($8,600.00)	
	Total Trades----------		($48,400.00)
		TOTAL	$1,007,276.00
		TOTAL PER DISTRICT	**$503,638.00**

School Districts 47 & 155 dba
Transportation
Joint



1204 S McHenry Avenue
Crystal Lake, IL 60014
Office (815) 455-0558
Fax (815) 459-9115

Penny Fleming CDPT, Director of Transportation
Collin McCormick, Assistant Director of Transportation & Safety
Kathy Johnson, Administrative Assistant
Norma Urbina, Route Manager
Lisa Russo, Head Dispatcher
Yvonne Rhodes, Dispatcher
Timothy Oppenhagen, Shop Foreman

TO: TJA Advisory Board
FR: Collin McCormick
RE: Report from the Assistant Director
DT: January 5, 2018

7.0 Report from the Assistant Director

7.1 Crash Report: TJA has experienced 9 preventable and 5 non-preventable crashes to date. See attached report.

7.2 Workers Compensation Report: TJA has experienced 2 work related injuries to date. See attached report.

7.3 Training/December Mandatory Meeting: TJA currently has 3 drivers in training. At the Mandatory meeting we shared the success of the Festival of Lights Parade where TJA brought home the trophy for "Best Use of Lights." We informed the staff of important upcoming dates and events. Preventable accidents were discussed and examples were given on how to be better prepared. We also discussed the cost of idling, not only for the districts but to the vehicles and our environment. There was further discussion on the conduct reporting system, specifically on how easy it is to use. Clarification was made on PBIS on the bus and how it is going to affect the transportation department and what to expect in the coming months. See attached agenda.

WORKER'S COMPENSATION

School Year	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Year Total	Still Open
2017/2018	0	0	0	2	0	0	0	0	0	0	0	0	2	2
2016/2017	0	1	2	2	2	0	2	1	0	1	2	0	13	6
2015/2016	0	0	2	0	0	1	1	0	0	0	0		4	0
2014/2015	0	0	2	0	3	0	3	1	0	2	1	0	12	0
2013/2014	0	0	0	1	2	3	0	3	2	1	0	0	12	2
2012/2013	0	0	1	3	0	0	1	3	2	2	0	1	13	0
2011/2012	0	0	1	1	0	1	0	2	0	0	0	0	5	0
2010/2011	0	0	1	0	2	1	1	0	0	1	2	1	9	0

Total Claims Remaining Open	10

CRASHES

	Jul		Aug		Sep		Oct		Nov		Dec		Jan		Feb		Mar		Apr		May		Jun		TOTALS		
School Year	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Total Annual Crashes
2017/2018	0	0	0	0	4	2	1	1	3	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	9	5	14
2016/2017	0	0	2	1	3	2	2	1	2	3	1	1	2	2	2	1	0	0	2	0	3	1	0	0	19	12	31
2015/2016	0	0	1	1	4	5	5	0	0	2	1	0	2	0	2	0	3	0	1	0	2	0	0	0	21	8	29
2014/2015	1	0	0	0	0	0	3	2	1	1	1	0	3	4	0	0	1	2	2	2	1	2	0	0	13	13	26
2013/2014	0	0	0	0	0	0	2	2	3	1	0	2	0	0	2	2	1	2	1	1	0	1	0	0	9	11	20
2012/2013	0	0	0	0	1	3	5	1	1	0	2	0	3	1	2	1	1	2	2	1	0	0	0	0	17	9	26
2011/2012	0	0	3	1	4	3	1	0	0	1	0	1	3	2	4	1	1	0	0	1	1	0	0	0	17	10	27
Total/Month	1		9		31		26		19		11		22		17		13		13		11		0				

2016-2017 Crash/WorkComp Report ADVISORY REPORT

Preventable Crash

Date	Vehicle #	Description
9/7/2017	316	While driving driving Westbound on Courtney Dr in Lakewood, IL the bus mirror struck a non-permanent basketball hoop. No damage to the bus. Minor scrapes on the basketball hoop. No injuries
9/29/2017	235	While checking the bus for students at Lundahl Middle School in Crystal Lake, the driver failed to set the parking brake and as a result, the bus rolled into bus 336. No injuries
10/25/2017	301	While moving the bus at a field trip, the driver struck a light pole. No students on board. No injuries. Moderate damage to the bus.
11/8/2017	325	While traveling Westbound on IL Route 176, just past the intersection of Briarwood Rd in Crystal Lake, the bus struck a vehicle stopped in front of it and then veared into oncoming traffic striking another vehicle head on. No injuries to the students or bus driver, and non life-threatening injuries to the occupants of the other vehicles involved. Damage to all three vehicles was significant.
11/8/2017	242	While traveling Northbound on Glenbrook Rd at the intersection of Old Westbury Rd in Crystal Lake, the bus made a left hand turn clipping another vehicle that was stopped facing eastbound on Old Westbury Rd. No injuries, Minor damage to the other vehicle and only minor scrapes to the school bus.
11/17/2017	235	While attempting to turn around on Chery Valley Rd in Woodstock, the driver backed into a mailbox causing it to break the wooden post. No damage to the bus, mailbox totalled, and no injuries.

Preventable Crash TJA Lot

Date	Vehicle #	Description
9/6/2017	240	While attempting to park, the middle of the bus struck the fence gate and bollard shattering a passenger window and causing minor damage to the window frame. No students on board. No injuries. Moderate damage to the bus. No damage to the gate. Minor bend in the bollard.
9/7/2017	235	While attempting to park bus 235, the driver misjudged and stuck the rear bumber of bus 237. No students on board. No injuries. Minor scrapes to bus 235. Bumper damage to bus 237.
12/8/2017	359	While attempting to back bus 359 out of it's stall, the bus struck another bus, bus 279. Moderate damage to both vehicles. No injuries.

Non - Preventable Crash

Date	Vehicle #	Description
9/11/2017	354	Bus 354 was stopped northbound on Golf Course Rd near the intersection of Willow Tree Dr due to the red light on Golf Course Rd at the intersection of Ackman Rd, when a vehicle traveling the same direction struck the rear of the bus. No injuries. No damage to either vehicle.
9/29/2017	336	While checking for students at Lundahl Middle School, the bus was struck from behind by bus 235.
10/12/2017	Van 2	Van was stopped at a red light, westbound on Highway 14 at the intersection of Pepper Rd in Lake Barrington, IL when a vehicle struck the van from the rear as a result of being struck by another vehicle in the rear. No injuries, Moderate damage to the van.
11/21/2017	278	While traveling westbound on Woodstock St near the intersection of Pine Ct in Crystal Lake, IL, the bus struck a loose dog that ran underneath the bus. No injuries and no damage to the bus.
12/11/2017	285	Bus 285 was stopped in the eastbound left turn lane of US Highway 14 at the intersection of IL Route 176 in Crystal Lake IL, when a vehicle failed to stop, striking the rear of the bus. No injuries, minor damage to the bus, and signifiant damage to the other vehicle.

Worker's Compensation

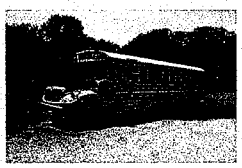
Date	Lost Time? Y/N	Return to work	Restrictions	Return Full Duty	Description
10/3/2017	Y	10/6/2017	NONE	10/6/2017	While exiting the bus, the attendant complained of pain in the right leg
10/13/2017	N	10/13/2017	Light Duty		As a result of an accident, the driver complained of back pain.

School Districts 47 & 155 dba

Transportation

Joint

Agreement



1204 S McHenry Avenue
Crystal Lake, IL 60014
Office (815) 455-0558
Fax (815) 459-9115

Penny Fleming CDPT, Director of Transportation
Collin McCormick, Assistant Director of Transportation and Safety
Kathy Johnson, Administrative Assistant
Norma Urbina, Route Manager
Lisa Russo, Head Dispatcher
Yvonne Rhodes, Dispatcher
Timothy Oppenhagen, Shop Foreman

Mandatory Driver/Attendant Meeting

Regular Education Drivers – December 7, 2017 @ 9:30am
Special Education Drivers, Sub Drivers, and Attendants – December 8, 2017 @ 9:30am

Agenda:

1.0 Festival of Lights Parade
2.0 Leach Parking
3.0 IDOT
4.0 Holiday Office Schedule (Trip Bidding Schedule)
5.0 Preventable Crashes
6.0 Idle Report
7.0 D47 PBIS on the Bus
8.0 Bus Bucks
9.0 Holiday Luncheon
10.0 Party Committee's Holiday Party

Mandatory meetings: Refer to page 11 of the TJA Driver/Attendant handbook.
Please remember - children are not allowed at TJA meetings.

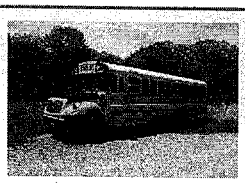
If you cannot attend this meeting, please complete the following and return it to Penny or Collin.

Name:_____

Reason for non-attendance:_____

School Districts 47 & 155 dba

Transportation Joint Agreement



1204 S McHenry Avenue
Crystal Lake, IL 60014
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Lisa Russo, Head Dispatcher
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Timothy Oppenhagen, Shop Foreman

Agenda

Transportation Joint Agreement: Advisory Board
Wednesday, March 7, 2018 @ 11:30 p.m.

1.0 Call to Order

2.0 Roll Call

3.0 Approval of Minutes of Previous Meeting

4.0 Correspondence

5.0 Citizen Input

6.0 Report from the Director
- 6.1 Financial Reports
- 6.2 Personnel
- 6.3 Fuel
- 6.4 Fuel Bid
- 6.5 Parking Lot Bid
- 6.6 Bus Trades
- 6.7 Leach Trailer Update

7.0 Report from the Assistant Director
- 7.1 Crash Report
- 7.2 Worker's Compensation Report
- 7.3 Training

8.0 Executive Session for the Purpose of Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body 5ILCS 120/2©(9), Purchase or lease of real property for the use of the public body 5ILCS 120/2(c)(5) and Litigation 5 ILCS 120/2©(11).

9.0 Any other matters that come before the board

10.0 Adjournment

Minutes of the TJA Advisory Committee
Wednesday, January 10, 2018

1. **Call to Order**: The meeting of the TJA Advisory Committee was called to order by Penny Fleming at 1:05 p.m. at the TJA Office, 1204 S McHenry Avenue, Crystal Lake, Illinois, 60014.

2. **Roll Call**: Present, Mr. Daurer, Mr. Fetzner, Mrs. Nelson, Mrs. Palsgrove and Mr. Secrest. Absent:

3. **Approval of Minutes**: Mrs. Nelson moved with, seconded by Mrs. Palsgrove to approve the regular session minutes from the October 27, 2017 meeting. Motion passed unanimously.

4. **Correspondence**: None

5. **Citizens Input**: None

6. **Director's Report**:
   6.1. Financial Reports – As of the end of November 2017, TJA is under budget, at 30.47% of monies spent.. However this does not include the purchase of 6 new buses that have not been ordered yet.
   6.2. Personnel – TJA is still hiring. Currently we have 3 in training.
   6.3. Fuel – TJA currently has used 104,779 gallons of fuel. This falls in line with gallons used by this time last year.
   6.4. Bus Bids – TJA has six buses that remain to be ordered in FY18. Bus bids for remaining six FY18 buses and for twelve FY19 buses are included in the board packet. TJA received two bids at the January 3rd bid opening. The low bidder was Midwest Transit who came in at $67,486 under the other bidder. Ms. Fleming reported that Midwest Transit offered a $2,000 discount per bus as a loyalty bonus and for the number of buses bid. Eighteen buses were bid with the intent of purchasing six from the FY18 budget and 12 from the FY19 budget. Ms. Fleming will order the six buses that remain to be ordered for FY18 as approved for the FY18 budget and will trade six buses.

   Mrs. Fleming recommended trading six buses for the purchase of the FY19 twelve buses to be able to provide service for additional district programs. There was further discussion on the need for increasing the fleet. Mr. Secrest inquired about the need to increase the fleet when enrollment is down. Ms. Fleming explained that even when enrollment is down, TJA still has to cover the same square mileage while maintaining the three tier schedule. Additionally, district programs that require transportation during the same time frame that we are already running routes continue to increase. Mr. Secrest requested a breakdown of additional cost for the extra buses. Mr. Daurer inquired about the availability of the 6 additional buses at the 3:00-3:30 guaranteed. Ms. Fleming stated that the additional buses would be used during route time and would not be available during those hours.

   Mr. Secrest moved to approve the purchase of twelve buses utilizing the FY19 budget with a guaranteed trade of six buses. The remaining six to be determined at a later date if they will be used as trades or to keep and expand the fleet. Second by Mrs. Palsgrove. All ayes, motion passed unanimously.

   6.5. Leach Trailer –Ms. Fleming reported that the temporary repairs to the Leach trailer are expected to make it through the winter, and that TJA will need to replace the trailer in the Spring or Summer. The estimated initial cost to replace the trailer is approximately $15,000 for the trailer, set up and take away of the old trailer. In addition to the initial cost, there is a monthly lease which is currently running $670.

6.6. Versa Trans Map Update –is ordered. Tyler Technologies estimates that it will be up and running by April.

6.7. Festival of Lights Parade – Ms. Fleming reported that TJA received another trophy for the bus entry in the Festival of Lights Parade. This is the tenth trophy TJA has been awarded for entries in the parade.

7. **Assistant Director's Report**:

7.1. Crash Report – TJA has had nine preventable and five non-preventable crashes to date.

7.2. Worker's Compensation Report – No work related injuries to date this year.

7.3. Training – TJA has 3 drivers in training. The mandatory meeting covered several topics including; preventable accidents, cost of idling, conduct reporting system and PBIS on the bus.

8. Any other matters that come before the board: Mr. Daurer announced that he is retiring effective February 2, 2018 and will no longer sit on the TJA Advisory Board. Mr. Daurer will continue working with D155 as a consultant. Mr. Jeremy Davis will be filling the open position on the TJA Advisory Board.

9. Executive Session: EXECUTIVE SESSION FOR THE PURPOSE OF THE APPOINTMANE, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMASSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY 5ILCS 120/2(C)(1) AND COLLECTIVE NEGOTIATING MATTERS BETWEEN THE PUBLIC BODY AND ITS EMPLOYEES 5 ILCS 120/2(C)(2).

10. Adjournment: Mr. Daurer moved, seconded by Mrs. Nelson to adjourn. All ayes, motion carried at 2:08 p.m.

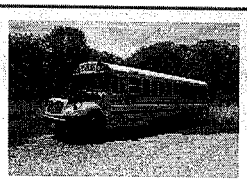
Next meeting: March 7, 2018 @ 1:00 p.m.
Submitted by: Maria Xanos

School Districts 47 & 155 dba

Transportation

Joint

Agreement



1204 S McHenry Avenue
Crystal Lake, IL 60014
Office (815) 455-0558
Fax (815) 459-9115

Penny Fleming CDPT, Director of Transportation
Collin McCormick, Assistant Director of Transportation and Safety
Kathy Johnson, Administrative Assistant
Norma Urbina, Route Manager
Lisa Russo, Head Dispatcher
Yvonne Rhodes, Dispatcher
Timothy Oppenhagen, Shop Foreman

TO: TJA Advisory Board
FR: Penny Fleming
RE: Report from the Director
DT: March 2, 2018

7.0 Report from the Director

7.1 Financial Reports: TJA's budget is at 44.19% of monies spent as of January 31, 2018. Please see attached report.

7.2 Personnel: TJA is currently hiring to fill 10 - 11 driving positions. Report attached. With the driver shortage, spring sports creeping up on us and the high call off rates we are experiencing, we are compelled to think outside the box to find solutions. We are reaching out in a variety of ways to recruit new drivers and in an effort to reduce our daily call out rate, TJA proposes offering a bonus for employees who miss no time during spring sports. Please see attached.

7.3 Fuel: Fuel consumption is at 150,037 gallons to date. Report attached. Petroleum Traders Corp has removed the Federal Oil Spill Liability Tax from customer invoices. Notification attached.

7.4 Fuel Bid: Attached

7.5 Parking Lot Bid: The main lot will need repairs and to be seal coated this summer. The bid specification is attached.

7.6 Bus Trades: TJA is proposing to keep 6 of the allotted trade buses in order to accommodate added district programs. Concerns regarding added costs to increasing the fleet were discussed at the January 10, 2018 Advisory Board meeting. During the meeting we will address the concerns brought up at the January 10th board meeting. See attachment regarding related costs to increasing the fleet.

7.7 Leach Trailer Update: The temporary repairs at Leach are holding up. TJA will need to replace the trailer in late Spring early Summer. At the request of the Advisory Board, TJA reached out to Mr. Leach to inquire about renting space inside his building for driver's rather than leasing a trailer. Mr. Leach stated that he does not have space available.

2017-2018 Transportation Joint Agreement -Monthly Board Bills

Account # & Name	Dist. #	December	January	Total		Budget 2017-2018	% of Budget	Account Total
41.2550.0111.00	47	6,606.51	4,410.32	34,353.06				
Salary - Director of Trans.	155	4,784.03	2,819.71	22,392.73	56,745.79	85,490.00	66.38%	$ 56,745.79
41.2550.0111.06 Salary	47	4,155.94	2,872.89	21,622.60				
Asst. Director/Safety Mngr	155	3,009.47	1,836.77	14,090.77	35,713.37	62,250.00	57.37%	$ 35,713.37
41.2550.0111.07	47	3,255.47	2,282.57	16,988.32				
Salary-Routing Manager	155	2,357.41	1,459.35	11,076.08	28,064.40	51,875.00	54.10%	$ 28,064.40
41.2550.0111.09	47	1,028.72	1,134.94	13,018.94				
Salary - Admin. Assistant	155	744.93	725.62	8,352.82	21,371.76	46,318.00	46.14%	$ 21,371.76
41.2550.01118.10	47	2,852.07	1,999.73	14,993.83				
Salary -Head Dispatcher I	155	2,065.29	1,278.51	9,809.88	24,803.71	50,217.00	49.39%	$ 24,803.71
41.2550.0111.11	47	2,704.83	1,896.49	14,114.86				
Salary - Dispatcher II	155	1,958.67	1,212.51	9,202.64	23,317.50	48,311.00	48.27%	$ 23,317.50
41.2550.0212.00	47	2,262.25	1,484.48	12,563.67				
I.M.R.F. - Office	155	1,638.18	949.10	8,181.54	20,745.21	35,825.00	57.91%	$ 20,745.21
41.2550.0213.00	47	1,282.69	863.66	7,054.83				
F.I.C.A. - Office	155	928.85	552.18	4,594.44	11,649.27	21,360.00	54.54%	$ 11,649.27
41.2550.0214.00	47	299.99	201.96	1,649.88				
Medicare - Office	155	217.23	129.13	1,074.48	2,724.36	4,995.00	54.54%	$ 2,724.36
41.2550.0222.00	47	2,087.76	6,896.89	21,294.53				
Hospital Insurance - Office	155	1,511.83	4,409.49	13,809.14	35,103.67	60,000.00	58.51%	$ 35,103.67
41.2550.0310.00	47	1,423.03	16,959.07	24,062.15				
Professional	155	1,030.47	10,842.69	15,497.80	39,559.95	103,000.00	38.41%	$ 39,559.95
41.2550.0317.00	47	609.00		4,649.00				
Audit	155	441.00		3,401.00	8,050.00	8,100.00	99.38%	$ 8,050.00
41.2550.0318.00	47			-				
Legal	155			-	-	1,000.00	0.00%	$ -
41.2550.0321.00	47	205.33	216.69	1,569.68				
Garbage/Extermination	155	148.68	138.54	1,040.82	2,610.50	5,000.00	52.21%	$ 2,610.50
41.2550.0323.00	47	1,530.61	1,285.88	14,601.33				
Repairs & Maintenance	155	1,108.37	822.12	7,455.59	22,056.92	70,000.00	31.51%	$ 22,056.92
41.2550.0325.00	47	1,348.60	1,587.69	10,515.43				
Leases	155	976.57	1,015.08	6,815.53	17,330.96	34,000.00	50.97%	$ 17,330.96
41.2550.0332.00	47		22.84	151.61				
Travel & Meeting	155		14.61	113.25	264.86	9,000.00	2.94%	$ 264.86
41.2550.0333.02	47	1,520.00	1,071.00	4,786.00				
Special Ed Cabs	155	859.00	2,876.00	6,062.00	10,848.00	28,000.00	38.74%	$ 10,848.00
41.2550.0234.00	47			-				
Health Ins Exchange	155			-		20,000.00	0.00%	$ -
41.2550.0341.00	47	1,030.69	1,990.66	6,937.92				
Telephone	155	746.36	1,272.72	4,433.15	11,371.07	23,000.00	49.44%	$ 11,371.07
41.2550.0342.00	47		9.75	1,906.88				
Postage	155		6.24	553.39	2,460.27	6,500.00	37.85%	$ 2,460.27
41.2550.0351.00	47			-				
Legal Notices	155			-		500.00	0.00%	$ -
41.2550.0370.00	47	34.83	36.64	139.34				
Water & Sewer	155	25.23	23.42	119.01	258.35	950.00	27.19%	$ 258.35
41.2550.0382.00	47			22.71				
Unemploy. Compensation	155			(22.70)	0.01	10,000.00	0.00%	$ 0.01
41.2550.0410.00	47	258.35	402.25	3,396.47				
Supplies	155	187.08	257.17	1,700.56	5,097.03	10,000.00	50.97%	$ 5,097.03
41.2550.0465.00	47	204.96	392.57	1,219.51				
Heat	155	148.42	250.98	719.69	1,939.20	7,000.00	27.70%	$ 1,939.20

Account # & Name	Dist. #	December	January	Total		2017-2018	% of Budget		Account Total
41.2550.0466.00	47			-					
Electric	155			-		5,000.00	0.00%	$	-
41.2550.0470.00	47			-					
Software	155			-		300.00	0.00%	$	-
41.2550.0540.00	47			-					
Capital Outlay	155			-		-	#DIV/0!	$	-
41.2550.0640.00	47	43.50	442.13	1,222.44					
Dues & Fees	155	31.50	282.67	855.79	2,078.23	500.00	415.65%	$	2,078.23
41.2550.0690.00	47	1,334.87	670.25	4,406.11					
Awards & Incentives	155	966.63	428.52	2,562.52	6,968.63	21,000.00	33.18%	$	6,968.63
41.2552.0710.00	47			-					
Non-Capitalized Equip	155			-	-	10,000.00	0.00%	$	-
41.2552.0111.01	47	184,772.51	79,996.92	629,117.12					
Operations Salaries	155	71,855.98	31,109.92	257,802.94	886,920.06	1,964,542.00	45.15%	$	886,920.06
41.2552.0111.02	47	88,509.95	39,104.77	346,288.29					
Special Education Salaries	155	72,417.23	31,994.82	278,725.57	625,013.86	1,746,540.00	35.79%	$	625,013.86
41.2552.0111.47	47	10,700.40	3,133.69	27,589.66					
Field Trip Salaries				-	27,589.66	72,740.00	37.93%	$	27,589.66
41.2552.0111.55				-					
Field Trip Salaries	155	36,459.36	16,402.45	131,784.66	131,784.66	268,220.00	49.13%	$	131,784.66
41.2552.0111.04	47	(18,391.26)	462.69	(3,699.41)					
Field Trip - Other Salaries	155	(13,317.81)	295.82	(4,275.65)	(7,975.06)	36,000.00	-22.15%	$	(7,975.06)
41.2552.0111.05	47	20,924.55	1,441.41	35,838.10					
Driver Training	155	15,152.26	921.55	23,805.75	59,643.85	50,000.00	119.29%	$	59,643.85
41.2552.0212.00	47	28,283.86	12,852.08	114,328.66					
I.M.R.F. - Drivers/Attend	155	20,481.42	8,216.91	78,215.82	192,544.48	418,100.00	46.05%	$	192,544.48
41.2552.0213.00	47	16,340.35	7,490.34	66,056.94					
F.I.C.A. - Drivers/Attendants	155	11,832.66	4,788.91	45,133.40	111,190.34	249,300.00	44.60%	$	111,190.34
41.2552.0214.00	47	3,821.49	1,751.79	15,448.71					
Medicare - Drivers/Attendant:	155	2,767.29	1,120.00	10,555.34	26,004.05	58,500.00	44.45%	$	26,004.05
41.2552.0222.00	47	1,607.52	2,398.11	66,472.77					
HRA - Drivers	155	1,164.06	1,533.21	48,066.07	114,538.84	380,000.00	30.14%	$	114,538.84
41.2552.0240.00	47	792.28	646.60	8,223.48					
Operations - Physical	155	573.72	413.40	4,536.52	12,760.00	26,000.00	49.08%	$	12,760.00
41.2552.0310.00	47			22.23					
Professional	155			(22.23)	-	4,800.00	0.00%	$	-
41.2552.0323.00	47	1,124.16	318.60	1,442.76					
Repairs & Maintenance	155	814.04	203.70	1,017.74		10,000.00	24.61%	$	2,460.50
41.2552.0381.00 Insurance	47	28,385.20		127,129.86					
Bus, Fire & Liability	155	20,554.80		98,766.14	225,896.00	466,905.00	48.38%	$	225,896.00
41.2552.0410.00	47	545.35	1,168.04	4,079.74					
Operations Supplies	155	394.91	746.78	2,571.10	6,650.84	25,000.00	26.60%	$	6,650.84
41.2552.0410.02	47			121.30					
Special Ed Equip	155			95.30		9,000.00	2.41%	$	216.60
41.2552.0410.03	47			-					
Field Trip Expenses	155			-		500.00	0.00%	$	-
41.2552.0410.04	47			-					
Field Trip Expenses - Other	155			-		-	0.00%	$	-
41.2552.0464.00	47	20,046.26	28,759.59	130,802.38					
Gas & Oil	155	14,516.26	18,387.28	92,778.79	223,581.17	590,000.00	37.90%	$	223,581.17
41.2552.0540.00	47			265,926.00					
Purchase - New Bus/Radios	155			265,926.00	531,852.00	1,100,000.00	48.35%	$	531,852.00
41.2552.0710.00	47			-					
Non-Capitalized Equip	155			-	-		#DIV/0!	$	-

Account # & Name	Dist. #	December	January	Total		2017-2018	% of Budget	Account Total
41.2554.0118.00	47	13,523.57	9,496.93	70,455.05				
Maintenance Salaries	155	9,792.93	6,071.81	45,927.64	116,382.69	207,000.00	56.22%	$ 116,382.69
41.2554.0212.00	47	1,459.19	1,007.62	7,642.43				
I.M.R.F. - Mechanics	155	1,056.66	644.22	4,982.94	12,625.37	21,600.00	58.45%	$ 12,625.37
41.2554.0213.00	47	662.64	458.91	3,391.67				
F.I.C.A. - Mechanics	155	479.85	293.40	2,210.98	5,602.65	12,900.00	43.43%	$ 5,602.65
41.2554.0214.00	47	154.98	107.32	793.24				
Medicare - Mechanics	155	112.22	68.62	517.11	1,310.35	3,050.00	42.96%	$ 1,310.35
41.2554.0222.00	47	1,568.33	1,667.87	11,510.50				
Hospital Insurance - Mech	155	1,135.69	1,066.35	7,447.84	18,958.34	32,500.00	58.33%	$ 18,958.34
41.2554.0323.00	47	10,099.44	5,791.79	24,651.26				
Repairs & Maintenance	155	7,313.39	3,702.95	15,408.69	40,059.95	120,000.00	33.38%	$ 40,059.95
41.2554.0339.00	47	1,489.44	459.94	3,623.82				
Permits/Licences/Inspections	155	1,078.56	294.06	2,433.18	6,057.00	10,000.00	60.57%	$ 6,057.00
41.2554.0410.00	47	15,088.89	5,571.24	95,546.25				
Maintenance Supplies	155	10,926.44	3,561.94	62,892.33	158,438.58	200,000.00	79.22%	$ 158,438.58
41.2554.0540.00	47			-				
Capital Outlay	155			-	-	-	#DIV/0!	$ -
41.2554.0710.00	47	5,742.58	9,631.02	20,563.00				
Non-Capitalized Equip	155	5,742.58	9,631.02	20,563.00	41,126.00	44,000.00	93.47%	$ 41,126.00
Total		$ 792,521.38	$ 437,920.87	$ 3,962,365.80		$ 8,966,688.00	44.19%	$ 3,962,365.80
Sub Total District 47		473,331.68	262,848.62	2,310,606.91		$ 5,004,322.20		
Sub Total District 155		319,189.70	175,072.25	1,651,758.89				
Other Field Trip Billed								
Total District 47		18,391.26	(462.69)	3,699.41				
Total District 155		13,317.81	(295.82)	4,275.65				
Total District 47		491,722.94	262,385.93	2,314,306.32				
Total District 155		332,507.51	174,776.43	1,656,034.54				
Total Dist. 47 (% of Total)		59.72%	60.02%	58.31%				
Total Dist.155 (% of Total)		40.28%	39.98%	41.69%				

Drivers / Attendants Lost for School Year 2017/2018			
Driver	**Last Day**	**Reason for Leaving**	**Hire Date**
* NINE DRIVERS RETIRED OR RESIGNED IN MAY & JUNE 2017			
XXXXXXXXXXXXX	07/06/17	Resigned - new job	02/09/05
XXXXXXXXXXXXX	07/19/17	Terminated - DL expired SBP revoked	01/14/16
XXXXXXXXXXXXX	07/20/17	Resigned during training	07/03/17
XXXXXXXXXXXXX	08/18/17	Resigned - higher paying driver position	08/12/11
XXXXXXXXXXXXX	08/23/17	Could not pass written CDL test	08/14/17
XXXXXXXXXXXXX	08/10/17	Quit - Never showed after training completed	07/17/17
XXXXXXXXXXXXX	08/16/17	Walked out of training - 1st day	08/16/17
XXXXXXXXXXXXX	09/11/17	Retired	01/01/76
XXXXXXXXXXXXX	10/16/17	Resigned - to avoid termination by recommendation	08/23/03
XXXXXXXXXXXXX	12/18/17	Terminated - Too many accidents	08/02/17
XXXXXXXXXXXXX	11/27/17	Quit - Never showed for training	11/27/99
XXXXXXXXXXXXX	12/08/17	Quit - Job abandonment	10/03/17
XXXXXXXXXXXXX	01/08/17	Resigned - medical reasons	06/29/09
XXXXXXXXXXXXX	02/12/18	Resigned to avoid termination - too many accidents	12/20/17
XXXXXXXXXXXXX	02/20/18	Quit while in training - family reasons	01/30/18
XXXXXXXXXXXXX	02/23/18	Quit - Found full time job	07/22/15
XXXXXXXXXXXXX	03/14/18	Quit - Found full time job	08/23/17
Attendant			
XXXXXXXXXXXXX	07/25/17	Retired	09/20/06
XXXXXXXXXXXXX	11/17/17	Quit - Found full time job	08/04/17
XXXXXXXXXXXXX	02/28/18	Retired	09/08/08
XXXXXXXXXXXXX	03/08/18	Career change	02/10/17

Drivers / Attendants Gained for School Year 2017/2018		
Drivers	**Hire Date**	
* ONE DRIVER HIRED IN JUNE 2017		
XXXXXXXXXXXXX	07/03/17	
XXXXXXXXXXXXX	07/13/17	
XXXXXXXXXXXXX	07/17/17	
XXXXXXXXXXXXX	07/25/17	
XXXXXXXXXXXXX	08/02/17	
XXXXXXXXXXXXX	08/07/17	
XXXXXXXXXXXXX	08/23/17	
XXXXXXXXXXXXX	09/05/17	
XXXXXXXXXXXXX	09/21/17	
XXXXXXXXXXXXX	10/03/17	
XXXXXXXXXXXXX	10/03/17	
XXXXXXXXXXXXX	11/27/17	
XXXXXXXXXXXXX	12/15/17	
XXXXXXXXXXXXX	12/20/17	

XXXXXXXXXXXXX	12/21/17		
XXXXXXXXXXXXX	01/08/18		
Attendants			
XXXXXXXXXXXXX	07/28/17		
XXXXXXXXXXXXX	08/04/17		
XXXXXXXXXXXXX	11/27/17		
XXXXXXXXXXXXX	02/05/18		
XXXXXXXXXXXXX	03/01/18		

Perfect Attendance Bonus Proposal

Due to a Driver shortage and to help get us through Spring Sports, TJA is offering a one time Perfect Attendance Bonus to Drivers and Attendants.

Beginning March 12, 2018, the remaining 12 weeks of school will be split into two (2) bonus sessions.

Bonus Session 1 - March 12, 2018 through April 22, 2018
Bonus Session 2 - April 23, 2018 through last day of school.

Employees can earn the bonus for Session 1, Session 2 or both sessions.

To be eligible to receive a bonus, employees may not miss any time for any reason (excused or unexcused) during the session period. Turning back trips for any reason will disqualify an employee from receiving the bonus.

Employees with a one shift schedule will be eligible for 50% of the bonus amount if they achieve perfect attendance as outlined above.

Bonus Options

Session 1	Session 2	Maximum Total (assuming %100 participation)
$150	$150	$38,700
$200	$200	$51,600
$225	$225	$58,050
$250	$250	$64,500

Due to the driver shortage we have experienced since the beginning of the school year, funds for this bonus proposal are available in the salaries line item of the budget.

TJA Fuel Prices
2017/2018

Date	Unit Price	Taxes	# gals	Total Price per Gallon	Total for Drop
8/23/2017	$1.7675	0.2289	7471	$1.9964	$14,916.90
8/31/2017	$1.7675	0.2289	7466	$1.9964	$14,906.93
9/11/2017	$1.7675	0.2289	7474	$1.9964	$14,922.88
9/19/2017	$1.7675	0.2289	7475	$1.9964	$14,924.90
9/27/2017	$1.7675	0.2289	7453	$1.9964	$14,880.96
10/5/2017	$1.7675	0.2289	7453	$1.9964	$14,880.96
10/18/2017	$1.7675	0.2289	7484	$1.9964	$14,942.85
10/19/2017	$1.7675	0.2289	7481	$1.9964	$14,936.87
10/28/2017	$1.7675	0.2289	7522	$1.9964	$15,018.74
11/8/2017	$1.7675	0.2289	7463	$1.9964	$14,900.92
11/16/2017	$1.7675	0.2289	7543	$1.9964	$15,060.65
11/29/2017	$1.7675	0.2289	7438	$1.9964	$14,851.01
12/7/2017	$1.7675	0.2289	7487	$1.9964	$14,949.43
12/16/2017	$1.7675	0.2289	7569	$1.9964	$15,113.16
1/9/2018	$1.7675	0.2289	7521	$1.9964	$15,017.31
1/19/2018	$1.7675	0.2289	7466	$1.9964	$14,907.51
1/27/2018	$1.7675	0.2289	7591	$1.9964	$15,140.82
2/5/2018	$1.7675	0.2289	7534	$1.9964	$15,027.13
2/14/2018	$1.7675	0.2289	7583	$1.9964	$15,124.86
2/23/2018	$1.7675	0.2289	7563	$1.9964	$15,084.97
To Date			**150,037**		**$299,509.76**

Total

2016/2017	**232,206**
2015/2016	238,968
2014/2015	238,211
2013/2014	260,148
2012/2013	247,601
2011/2012	244,365
2010/2011	245,707

CRYSTAL LAKE

Fleming, Penny <psfleming@d47.org>

Federal Oil Spill Liability Tax

1 message

Petroleum Traders Corp <noreply@petroleumtraders.com>
To: psfleming@d47.org

Fri, Feb 2, 2018 at 1:40 PM

Congress has not yet acted on reinstatement of the Federal Oil Spill Liability Tax in January. With the continued uncertainty of the status & timing of the extension of the Oil Spill Tax, Petroleum Traders Corporation has removed this line item charge from our customer's invoices. Should the fee be reinstated retroactively, Petroleum Traders Corporation will invoice all customers at that time for Oil Spill Recovery Fees for purchases during any periods during which the Tax is effective and for which we have not already collected the Oil Spill Recovery Fee.

If you have any questions regarding this please contact your Assigned Marketing Representative or the Contract Bids team please do not reply to this email.

Thank you,

Petroleum Traders Corporation

1-888-637-7661

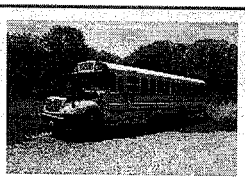
PETROLEUM TRADERS
Corporation

School Districts 47 & 155 dba

Transportation

Joint

Agreement



1204 S McHenry Avenue
Crystal Lake, IL 60014
Office (815) 455-0558
Fax (815) 459-9115

Penny Fleming CDPT, Director of Transportation
Collin McCormick, Assistant Director of Transportation and Safety
Maria Xanos, Accounting & HR Processer
Norma Urbina, Route Manager
Lisa Russo, Head Dispatcher
Yvonne Rhodes, Dispatcher
Timothy Oppenhagen, Shop Foreman

March 16, 2018

Vendor:

School Districts 47 & 155 dba Transportation Joint Agreement is requesting bids for #2 Ultra Low Sulfur and #2 Low Sulfur Diesel fuel to begin July 1, 2018. Bid is to include bid for a period July 1, 2018 thru June 30, 2019 and an additional bid for a period July 1, 2019 thru June 30, 2020. School District 47& 155 dba Transportation Joint Agreement reserves the right to extend this contract past the posted date, giving 90 notice, with a negotiated price. The #2 Ultra Low Sulfur and #2 Low Sulfur diesel fuel is to be delivered to tanks located at 1204 South McHenry Avenue, Crystal Lake, Illinois 60014-7495. One load is to be a transport truck full (approximately 7500 gallons). Estimated usage over the course of the bid period is approximately two hundred forty thousand (240,000) gallons.

The #2 Ultra low Sulfur and #2 Low Sulfur Diesel fuel must be mixed with a sufficient amount of #1 diesel fuel in the winter months to prevent any gelling of fuel (normally a 70% #2 and 30% #1 mix plus additive). The TJA Shop Foreman will determine on what date the fuel mix is to change by notifying the winning vender by phone. Delivery of fuel needs to be within 12 hours of order being placed, throughout the school year. School Districts 47 & 155 dba Transportation Joint Agreement is exempt from State of Illinois sales tax and/or Federal excise taxes. Appropriate tax information will be supplied to winning vendor.

Please submit your bid by 10:00 am April 16, 2018. The bid is to be mailed, "expressed" or delivered in person to the Department of Transportation, School Districts 47 & 155 dba Transportation Joint Agreement, 1204 South McHenry Avenue, Crystal Lake, Illinois 60014-7495. **NO FAX'D BIDS WILL BE ACCEPTED.** Please mark your envelope "Diesel Fuel Bid" in the lower left-hand corner. Any bids received late will not be considered. All bids must be sealed by sender. The Boards of Education, School Districts 47 & 155, reserve the right to accept and/or reject any and/or all bids.

Bidder is a public school district which is obligated, by law, to comply with affirmative action and non-discrimination policies and regulations prescribed by law and the Illinois Department of Human Rights. As a Bidder, you hereby certify that your business, corporation, firm or entity refrains from discrimination based upon citizenship, race, national origin or sex. Further, that Bidder is an equal opportunity employer as prescribed by the Department and that you make available to all employees information promulgated to employers, as may be applicable, from the Department. Further, Bidder certifies that it has and maintains a written sexual harassment policy which includes the illegality of such conduct; a definition-description and examples as promulgated by the Department; an internal complaint process with advice as to legal recourse and investigation procedures; a policy of protection from retaliation against a complainant; and, information is made available to all employees describing how and when to contact the Department. Violation of any portion hereof is a basis for disqualification or avoidance of any bid or contract.

☞ Further, winning vendor agrees to include a current copy of the "Oil Price Information Service (OPIS)/Chicago/Average" trade publication that supports vendor's per gallon price with every invoice or statement sent to the Department of Transportation.

Sincerely,
Penny Fleming, Director of Transportation

BID PROPOSAL SHEET

The undersigned propose to furnish all supplies, materials, labor and incidentals specified for the below listed price.

It is understood that payment for the fuel will be made following School Board approval at a regular business session following delivery and invoicing of fuel.

It is understood that the Boards of Education, School Districts 47 & 155, reserve the right to accept and/or reject any and/or all bids.

It is further understood that the prices contained herein will remain valid for a period of not less than forty-five (45) calendar days.

Bid must be made on this form only.

July 1, 2018 thru June 30, 2019 BID

Fuel	Unit Price Factor Per Gallon*
#2 Ultra Low Sulfur & #2 Low Sulfur	+ $_____ or - $_____

July 1, 2019 thru June 30, 2020 BID

Fuel	Unit Price Factor Per Gallon*
#2 Ultra Low Sulfur & #2 Low Sulfur	+ $_____ or - $_____

* Unit price factor per gallon plus (+) or minus (-) the OPIS/Chicago/Average as published.

IMPORTANT: Bidders must bid Unit Price Factor only. Include delivery, winter additive package and other per gallon charges. No taxes are to be included in the Unit Price Factor.

TAXES:

A. It is understood that the Department of Transportation must pay a per gallon tax of $0.2150 Illinois Motor Fuel Tax for diesel, $0.003 Illinois Underground Storage Tank Tax and $0.008 environmental impact fee, Federal Oil Spill Tax of $0.00214, Federal DSL Lust tax of $0.001 (total taxes = $0.22914 per gallon).

B. FEDERAL EXCISE TAX (F.E.T.): It will be the responsibility of the vendor to pay the F.E.T. on all fuel purchases and apply for a refund on same. The Department of Transportation will not accept any invoices containing F.E.T.

BID SUBMITTED BY:

NAME:
(print)_____

NAME:
(signed)

Title:

Company:

Address:

City/State/Zip:

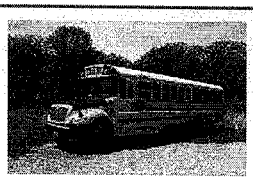
Telephone:(___) ____ – _____Fax:(___) ____ – _____Internet e-mail:

School Districts 47 & 155 dba

Transportation

Joint

Agreement



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Yvonne Rhodes, Dispatcher
Timothy Oppenhagen, Shop Foreman

March 7, 2018

Vendor:

School Districts 47 & 155 dba Transportation Joint Agreement is requesting bids to crackfill, repair portions of, seal coat, and stripe the Department of Transportation Main Parking Lot. The lot is located at 1204 McHenry Avenue, Crystal Lake, Illinois 60014.

School Districts 47 & 155 dba Transportation Joint Agreement is exempt from State of Illinois sales tax and/or Federal excise taxes.

There will be a mandatory walk thru March 21, 2018 at 10:00 am. Vendors must attend this meeting to have their bid accepted.

Please submit your bid by 10:00 am on April 4, 2018. The bid is to be mailed, "expressed" or delivered in person to the Department of Transportation, School Districts 47 & 155 dba Transportation Joint Agreement, 1204 South McHenry Avenue, Crystal Lake, Illinois 60014-7495. **NO FAX'D BIDS WILL BE ACCEPTED.** Please mark your envelope "Parking Lot Bid" in the lower left-hand corner. Any bids received late will not be considered. All bids must be sealed by sender. The Boards of Education, School Districts 47 & 155, reserve the right to accept and/or reject any and/or all bids.

Bidder is a public school district which is obligated, by law, to comply with affirmative action and non-discrimination policies and regulations prescribed by law and the Illinois Department of Human Rights (Department). As a Bidder, you hereby certify that your business, corporation, firm or entity refrains from discrimination based upon citizenship, race, national origin or sex. Further, that Bidder is an equal opportunity employer as prescribed by the Department and that you make available to all employees information promulgated to employers, as may be applicable, from the Department. Further, Bidder certifies that it has and maintains a written sexual harassment policy which includes the illegality of such conduct; a definition-description and examples as promulgated by the Department; an internal complaint process with advice as to legal recourse and investigation procedures; a policy of protection from retaliation against a complainant; and, information is made available to all employees describing how and when to contact the Department. Violation of any portion hereof is a basis for disqualification or avoidance of any bid or contract.

Penny S Fleming, CDPT
Director of Transportation

BID PROPOSAL SHEET

PREVAILING WAGE / CERTIFIED PAYROLL REQUIREMENTS

The contractor is required to comply with all provisions of the acts of the General Assembly of the State of Illinois related to Wage Rates, Discrimination and Preference to Illinois workmen. Contractor must pay prevailing wage to all employees during the course of this project. Prevailing wage shall be as scheduled by county for which the work is contracted. Please refer to the current McHenry County Prevailing Wage requirements and labor class definitions.

Please note it is the full responsibility of the contractor to understand and comply with the prevailing wage labor grade pay scales and requirements.

Certified Payrolls must correspond and accompany invoices in order to process payments. Failure to provide this information will warrant retention of payments for services rendered until such information is supplied to the district.

The undersigned propose to furnish all supplies, materials, labor and incidentals specified for the below listed price.

It is understood that payment for lot repair will be made following School Board approval at a regular business session following completion.

It is understood that the Boards of Education, School Districts 47 & 155, reserve the right to accept and/or reject any and/or all bids.

It is further understood that the prices contained herein will remain valid for a period of not less than forty-five (45) calendar days.

Bid must be made on this form only.

1. Bid for crack filling- 11%:_____
2. Bid for seal coating - 2 coats, coal tar application:_____
3. Bid for asphalt repair:_____
4. Bid for stripping:_____

Total Bid Price _____

Time Frame: All work must be completed after July 1, 2018 but prior to August 1, 2018.

_____**(initials)**

BID SUBMITTED BY:

NAME: NAME:
(print)_____ (signed)_____

Title:_____

Company:_____

Address:_____

City/State/Zip:_____

Telephone:(___) ___–_____Fax:(___) ___–_____e-mail:_____

Estimated Costs to Increasing the Size of the Fleet

The estimates below will affect the budget in the following ways:

Cause	Item	Each	Total per District	
Loss of Trade	6 Buses	$8,600	$51,600	One-Time Cost
Leach Parking	6 Stalls	$80/mo	$5,760	Annual
Fuel, maintenance, drivers, admin and other related costs	Unknown	Unknown	Unknown	**See Below

**Cost is determined based on the utilization of the equipment by each district and therefore cannot be accurately determined. Each district gets billed based upon a combination of daily routes, field trips, and other charges that may occur over the course of the school year.

School Districts 47 & 155 dba
Transportation Joint Agreement



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TO: TJA Advisory Board
FR: Collin McCormick
RE: Report from the Assistant Director
DT: March 2, 2018

7.0 Report from the Assistant Director

7.1 **Crash Report:** TJA has experienced 13 preventable and 7 non-preventable crashes to date. See attached report.

7.2 **Workers Compensation Report:** TJA has experienced 5 work related injuries to date. See attached report.

7.3 **Training/February Meeting:** For the February meeting we had a special presentation by Glen Gabel and Wes Clevenger where they discussed how to prevent problem behavior on the school bus. See attached information.

2016-2017 Crash/WorkComp Report

ADVISORY REPORT

Preventable Crash

Date	Vehicle #	Description
9/7/2017	316	While driving driving Westbound on Courtney Dr in Lakewood, IL the bus mirror struck a non-permanent basketball hoop. No damage to the bus. Minor scrapes on the basketball hoop. No injuries
9/29/2017	235	While checking the bus for students at Lundahl Middle School in Crystal Lake, the driver failed to set the parking brake and as a result, the bus rolled into bus 336. No injuries
10/25/2017	301	While moving the bus at a field trip, the driver struck a light pole. No students on board. No injuries. Moderate damage to the bus.
11/8/2017	325	While traveling Westbound on IL Route 176, just past the intersection of Briarwood Rd in Crystal Lake, the bus struck a vehicle stopped in front of it and then veared into oncoming traffic striking another vehicle head on. No injuries to the students or bus driver, and non life-threatening injuries to the occupants of the other vehicles involved. Damage to all three vehicles was significant.
11/8/2017	242	While traveling Northbound on Glenbrook Rd at the intersection of Old Westbury Rd in Crystal Lake, the bus made a left hand turn clipping another vehicle that was stopped facing eastbound on Old Westbury Rd. No injuries, Minor damage to the other vehicle and only minor scrapes to the school bus.
11/17/2017	235	While attempting to turn around on Chery Valley Rd in Woodstock, the driver backed into a mailbox causing it to break the wooden post. No damage to the bus, mailbox totalled, and no injuries.
2/5/2018	231	While attempting to turn around on Rolling Hills Dr at the intersection of Walnut Grove Ct in Lake in the Hills, IL, the driver backed into a mailbox. No damage to the bus, mailbox totalled, and no injuries.
2/6/2018	231	While attempting to make a right hand turn at the intersection of Ridgewood Cir and Mason Ln in Lake in the Hills, IL, the driver struck the privacy gate. Minor scratches to the bus, no damage to the gate, and no injuries.
2/12/2018	231	While leaving the St Thomas parking lot on Pierson St in Crystal Lake, IL, the driver slid on snow and hit a tree and a road sign. Minor damage do the bus, street sign totalled, and no injuries.
2/26/2018	326	While attempting to maneuver between 2 parked vehilces on Midlane Dr in Crystal Lake, IL the bus struck the vehicle parked on the right side of the bus. Minor damage to both vehicles and no injuries.

Preventable Crash TJA Lot

Date	Vehicle #	Description
9/6/2017	240	While attempting to park, the middle of the bus struck the fence gate and bollard shattering a passenger window and causing minor damage to the window frame. No students on board. No injuries. Moderate damage to the bus. No damage to the gate. Minor bend in the bollard.
9/7/2017	235	While attempting to park bus 235, the driver misjudged and stuck the rear bumber of bus 237. No students on board. No injuries. Minor scrapes to bus 235. Bumper damage to bus 237.
12/8/2017	359	While attempting to back bus 359 out of it's stall, the bus struck another bus, bus 279. Moderate damage to both vehicles. No injuries.

2016-2017 Crash/WorkComp Report

ADVISORY REPORT

Non - Preventable Crash

Date	Vehicle #	Description
9/11/2017	354	Bus 354 was stopped northbound on Golf Course Rd near the intersection of Willow Tree Dr due to the red light on Golf Course Rd at the intersection of Ackman Rd, when a vehicle traveling the same direction struck the rear of the bus. No injuries. No damage to either vehicle.
9/29/2017	336	While checking for students at Lundahl Middle School, the bus was struck from behind by bus 235.
10/12/2017	Van 2	Van was stopped at a red light, westbound on Highway 14 at the intersection of Pepper Rd in Lake Barrington, IL when a vehicle struck the van from the rear as a result of being struck by another vehicle in the rear. No injuries, Moderate damage to the van.
11/21/2017	278	While traveling westbound on Woodstock St near the intersection of Pine Ct in Crystal Lake, IL, the bus struck a loose dog that ran underneath the bus. No injuries and no damage to the bus.
12/1/2017	264	While traveling northbound on Walkup near the intersection of Dvorak Dr in Crystal Lake, IL, a vehicle pulled out in front of the bus, striking the front end. Moderate damage to the bus, major damage to the other vehicle, and no injuries.
12/11/2017	285	Bus 285 was stopped in the eastbound left turn lane of US Highway 14 at the intersection of IL Route 176 in Crystal Lake IL, when a vehicle failed to stop, striking the rear of the bus. No injuries, minor damage to the bus, and signifiant damage to the other vehicle.
2/2/2018	265	While stopped at the railroad tracks facing eastbound on E Crystal Lake Ave near the intersection of East St in Crystal Lake IL, the bus was struck in the rear by another vehicle. No damage to the bus, minor damage to the other vehicle, and no student injuries.

Worker's Compensation

Date	Lost Time? Y/N	Return to work	Restrictions	Return Full Duty	Description
10/3/2017	Y	10/6/2017	NONE	10/6/2017	While exiting the bus, the attendant complained of pain in the right leg
10/13/2017	N	10/13/2017	Light Duty		As a result of an accident, the driver complained of back pain.
11/27/2017	N	11/27/2017	NONE	11/27/2017	A wheel chair fell on the attendants foot while attempting to move it.
1/2/2018	Y				As a result of an accident, the driver complained of back pain.
2/6/2018	Y	2/20/2018	NONE	2/20/2018	severe back pain.

WORKER'S COMPENSATION

School Year	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Year Total	Still Open
2017/2018	0	0	0	2	1	0	0	2	0	0	0	0	5	4
2016/2017	0	1	2	2	2	0	2	1	0	1	2	0	13	6
2015/2016	0	0	2	0	0	1	1	0	0	0	0		4	0
2014/2015	0	0	2	0	3	0	3	1	0	2	1	0	12	0
2013/2014	0	0	0	1	2	3	0	3	2	1	0	0	12	2
2012/2013	0	0	1	3	0	0	1	3	2	2	0	1	13	0
2011/2012	0	0	1	1	0	1	0	2	0	0	0	0	5	0
2010/2011	0	0	1	0	2	1	1	0	0	1	2	1	9	0

Total Claims Remaining Open	12

CRASHES

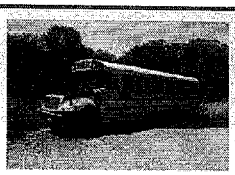
School Year	Jul		Aug		Sep		Oct		Nov		Dec		Jan		Feb		Mar		Apr		May		Jun		TOTALS		
	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Total Annual Crashes
2017/2018	0	0	0	0	4	2	1	1	3	1	1	2	0	0	4	1	0	0	0	0	0	0	0	0	13	7	20
2016/2017	0	0	2	1	3	2	2	1	2	3	1	1	2	2	2	1	0	0	2	0	3	1	0	0	19	12	31
2015/2016	0	0	1	1	4	5	5	0	0	2	1	0	2	0	2	0	3	0	1	0	2	0	0	0	21	8	29
2014/2015	1	0	0	0	0	0	3	2	1	1	1	0	3	4	0	0	1	2	2	2	1	2	0	0	13	13	26
2013/2014	0	0	0	0	0	0	2	2	3	1	0	2	0	0	2	2	1	2	1	1	0	1	0	0	9	11	20
2012/2013	0	0	0	0	1	3	5	1	1	0	2	0	3	1	2	1	1	2	2	1	0	0	0	0	17	9	26
2011/2012	0	0	3	1	4	3	1	0	0	1	0	1	3	2	4	1	1	0	0	1	1	0	0	0	17	10	27
Total/Month	1		9		31		26		19		12		22		22		13		13		11		0				

School Districts 47 & 155 dba

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Mandatory Driver/Attendant Meeting

Regular Education Drivers – February 8, 2018 @ 9:30am
Special Education Drivers, Sub Drivers, and Attendants – February 9, 2018 @ 9:30am

Agenda:

Special Presentation – How to Prevent Problem Behavior on Your School Bus
Presented by: Glen Gabel & Wes Clevenger

Mandatory meetings: Refer to page 11 of the TJA Driver/Attendant handbook.
Please remember - children are not allowed at TJA meetings.

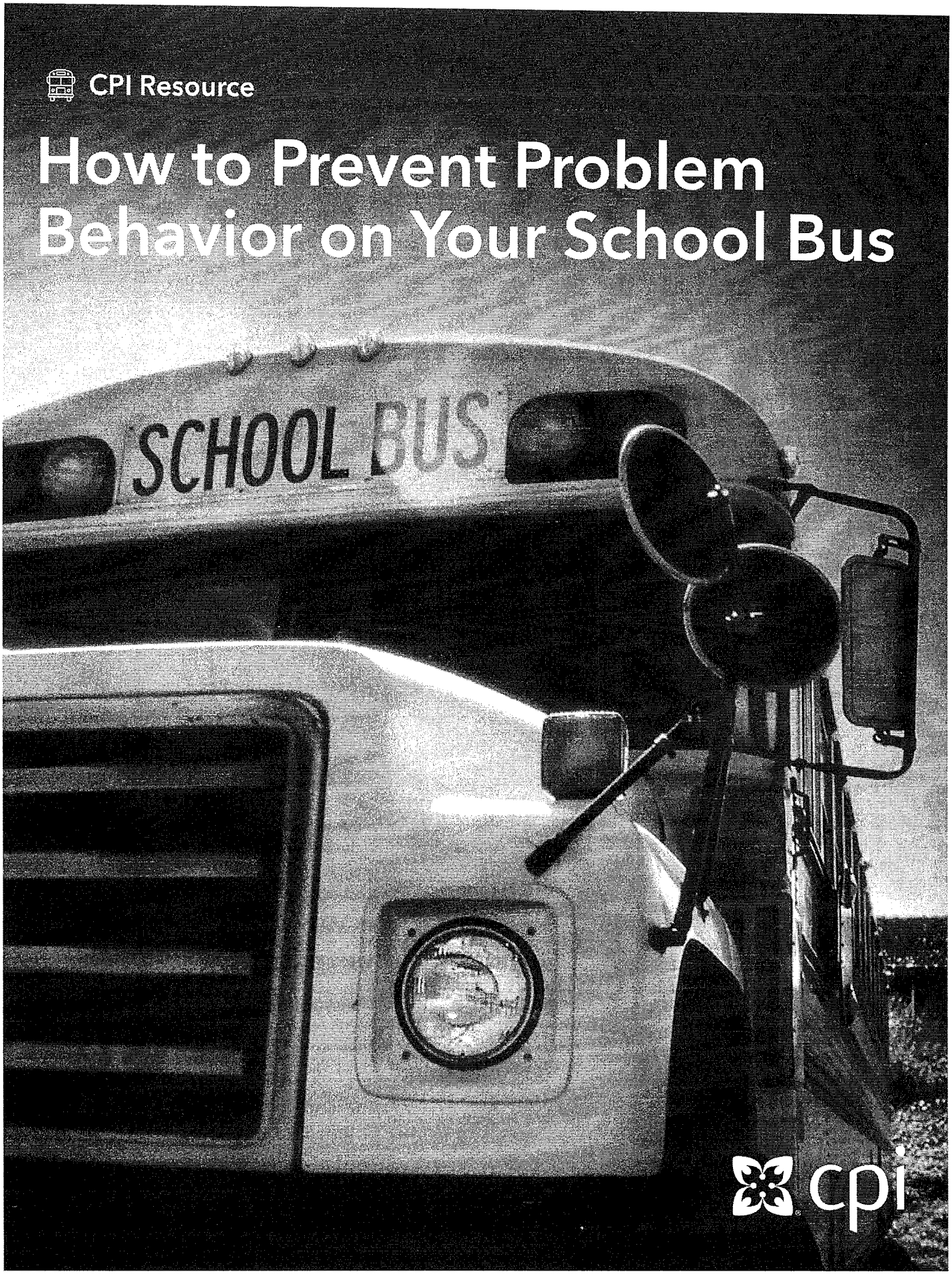
If you cannot attend this meeting, please complete the following and return it to Penny or Collin.

Name:_____

Reason for non-attendance:_____

CPI Resource

How to Prevent Problem Behavior on Your School Bus

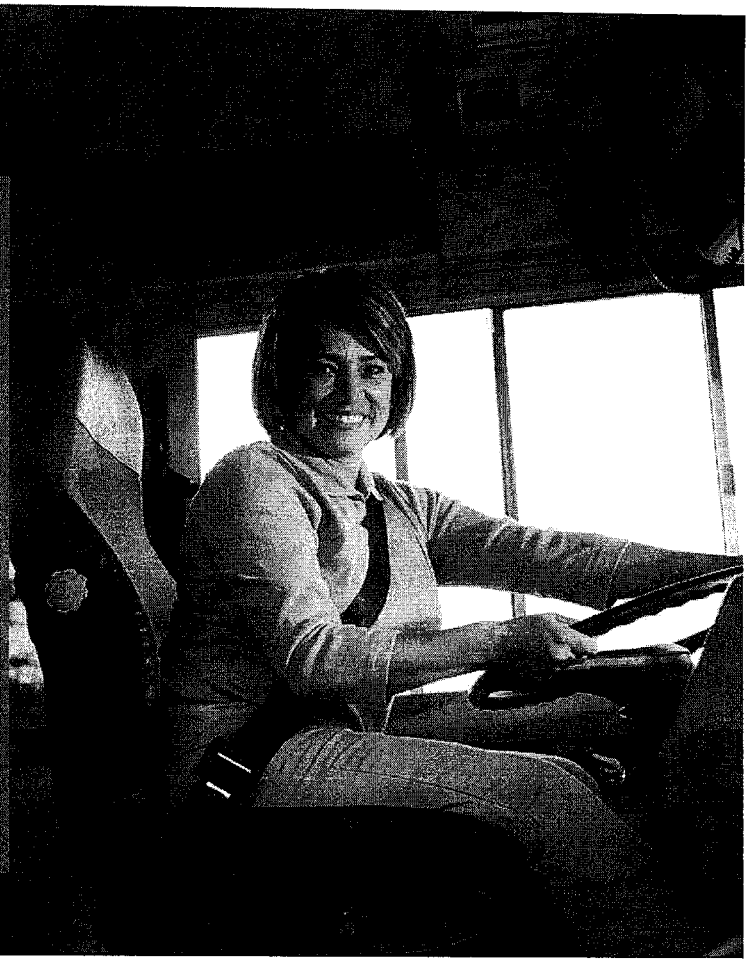


cpi

CPI Resource:
How to Prevent Problem Behavior on Your School Bus

Driving a school bus is a challenging job. You are given the responsibility of safely transporting students of all ages to and from school.

You have an obligation to drive safely and attentively in all kinds of traffic and weather conditions. But you also have the duty to supervise the activities of a bus full of students–and to do it all while keeping your eyes on the road.



Managing the behavior of the students on your bus is probably the toughest part of your job. Here are some strategies that will help you prevent difficult behavior from happening in the first place.

- **Get to know your students.**
  Learn your students' names. Smile and greet them by name each time they get on the bus. Get to know your students and let them know you're interested in them.

- **Be a positive role model.**
  Be friendly and polite. Say "please" and "thank you." Show your riders the behavior that you would like to see from them. Compliment them when they behave well.

- **Respect students' personal space.**
  Students have little personal space on a school bus. Be sure that you don't crowd them any more than is necessary. If you must approach a student, remain at least one leg-length away.

- **Be aware of body language.**
  Body language includes posture, movement, gestures, and facial expressions. As students board the bus, watch for signs that a student might be anxious or upset. Also, be aware of your own body language. Try not to do things that may appear threatening to the student, such as scowling, putting your hands on your hips, or shaking your finger in a student's face.

- **Establish rules.**
  Keep your rules short and simple. If you have too many rules, students won't remember them. Four or five is usually enough. Try to state your rules in a positive way. For example, "Keep your hands to yourself" is more positive than "Don't hit!" Give a written copy of your rules to all riders, and post them on the bus.

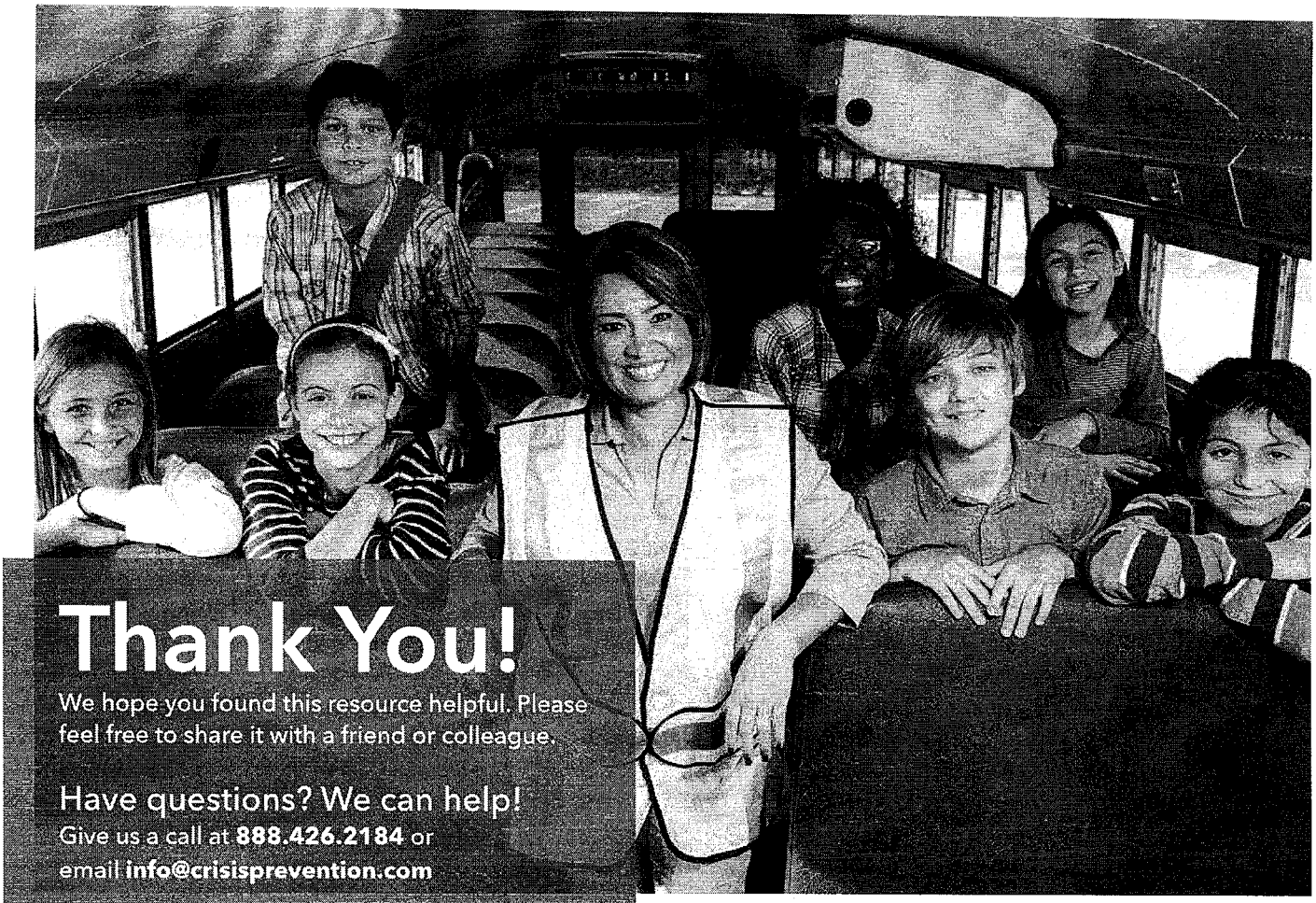
- **Set limits when rules are broken.**
  When a student breaks a rule, tell the student what rule has been broken and why it is important. Then, set limits. Setting limits means that you provide the student with choices and with the consequences of those choices. Stress the choice you prefer the student to make.

  For example, you might say, "Heather, please sit down on the seat. It could be dangerous if I have to stop the bus quickly. If you sit down and face forward, it will be safer. But if you continue to kneel on the seat, I'll be making a written report to your principal. So please sit down."

- **Remain calm.**
  Even when students are belligerent or insulting, don't allow them to push your buttons. If you lose control, you will probably make the situation worse.

Dealing with students' behavior on your bus is not an easy job. Having a plan to deal with difficult behavior will help you keep control, maintain a positive attitude, and keep everyone on your bus safe.





ABOUT CPI

THE CRISIS PREVENTION INSTITUTE (CPI) trains your staff in the language of behavior. How to recognize it as a form of communication. How to prevent it from escalating at the earliest possible stage. How to appropriately respond when it threatens employee safety or quality of care or service. How to get in front of it and stay in front of it to minimize the likelihood of reoccurring issues.

Over 17,000 facilities, 30,000 Certified Instructors, and 10 million trained professionals trust CPI to help create more confident and productive employees who leave a lasting positive impact on the people they serve.

More than 35 years ago our founders gave us the middle name of Prevention for a good reason. It always has and always will be at the heart of everything we do.

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cpi educate. empower. enrich.

17-WMR-IND-0706
09/17

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Agenda

Transportation Joint Agreement: Advisory Board
Wednesday, May 2, 2018 @ 1:00 p.m.

1.0 Call to Order

2.0 Roll Call

3.0 Approval of Minutes of Previous Meeting

4.0 Correspondence

5.0 Citizen Input

6.0 Report from the Director
- 6.1 Financial Reports
- 6.2 Personnel
- 6.3 Fuel
- 6.4 Review Fuel Bid Results
- 6.5 Review Parking Lot Bid Results
- 6.6 Bus Trades
- 6.7 Leach Trailer Update
- 6.8 First Draft – TJA Budget for FY19
- 6.9 Emergency Transportation Services for Crystal Pines Nursing Home
- 6.10 Transportation Open House
- 6.11 End of Year Picnic/Driver Recognition

7.0 Report from the Assistant Director
- 7.1 Crash Report
- 7.2 Worker's Compensation Report
- 7.3 Training
- 7.4 Time Management Software
- 7.5 Routing School Year 2018/2019
- 7.6 Zonar Idle Report

8.0 Executive Session for the Purpose of Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body 5ILCS 120//2(c)(1), Negotiating Matters 5 ILCS 120/2(c)(2), and Litigation 5ILCS 120/2(c)(11).

9.0 Any other matters that come before the board

10.0 Adjournment

Minutes of the TJA Advisory Committee
Wednesday, March 7, 2018

1. **Call to Order:** The meeting of the TJA Advisory Committee was called to order by Penny Fleming at 11:30 a.m. at the TJA office, 1204 S McHenry Avenue, Crystal Lake, Illinois, 60014.
2. **Roll Call:** Present, Mr. Fetzner, Mrs. Nelson, Mr. Secrest, and Mr. Davis.

   Absent: Mrs. Palsgrove
3. **Approval of Minutes:** Mrs. Nelson moved, and was seconded by Mr. Secrest to approve the regular session minutes, with the note of clarification that there was no Executive Session, from the Wednesday, January 10, 2018 meeting. Motion passed unanimously.
4. **Correspondence:** None
5. **Citizens Input:** None
6. **Report from the Director:**

   6.1 Financial Reports – As of January 3, 2018, TJA's budget is at 44.19% of monies spent

   6.2 Personnel – TJA is looking to fill 10 to 11 open driving positions. An idea was brought to the table to offer TJA employees an attendance bonus for the remainder of the year. The board decided not to pursue the bonus for various reasons and decided instead to look into finding contractors to cover spring trips.

   6.3 Fuel – TJA has currently used 150,037 gallons of fuel. Petroleum Traders Corp removed the Federal Oil Spill Liability Tax. It was suggested that the D155 Ops department could purchase some fuel to reduce the amount of remaining fuel. Ms. Fleming estimates that TJA will come in under the 400,000 gallons at the end of the contract by approximately 9,600 gallons.

   6.4 Fuel Bid – Ms. Fleming mentioned that we change the bid to mid-July or August so as to use up the remaining gallons commitment. Fuel cost will be charged at daily rack average after the contract ends on June 30, 2018. Mrs. Nelson and Mr. Fetzner also suggested moving the bid to August.

   6.5 Parking Lot Bid – Mr. Fetzner suggested that District 47 look into the possibility of packaging these bids with their own to reduce costs. Mrs. Nelson will look into it. Mr. Daurer suggested that TJA look into cost/effect of widening the bus stalls at the TJA lot, and adding additional spots to the Leach satellite lot in an effort to reduce parking lot accidents. Mr. Daurer also suggested that TJA contact Leach Enterprises to see how many buses they can accommodate. Parking lot bids for FY 2019 will go out on March 9, 2018.

   6.6 Bus Trades – TJA is proposing to keep 6 of the allotted trade buses in order to accommodate added district programs. Mrs. Nelson suggested that perhaps with the new map upgrade, TJA could find efficiencies that would allow us to not have to increase the size of the fleet. Mr. McCormick informed the board that there was a possibility that the new efficiencies that may come as a result of the map upgrade may not be available this coming school year due to the delay in receiving the file and the amount of work that will be involved with this project.

   6.7 Leach Trailer Update – The temporary repairs are holding up. TJA is looking to replace the trailer by late spring / early summer. TJA reached out to Mr. Leach to inquire about utilizing current structures on the property instead of acquiring another trailer, and were told that there is no space available. The purchase or lease of a new trailer will be added to the FY19 Budget.

7. **Report from the Assistant Director:**

   7.1 Crash Report – TJA has experienced 13 preventable and 7 non-preventable crashes to date.

   7.2 Worker's Compensation Report: TJA has experience 5 work related injuries to date.

7.3 Training / February Meeting: TJA currently has no drivers in training. For the February meeting there was a special presentation by Glen Gabel and Wes Clevenger about preventing problem behavior on the school bus.

8. **Executive Session:** Mr. Secrest moved and was second by Mrs. Nelson, to close out of regular session for the purpose of entering EXECUTIVE SESSION FOR THE PURPOSE OF THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY 5ILCS 120/2(C)(1) AND COLLECTIVE NEGOTIATING MATTERS BETWEEN THE PUBLIC BODY AND ITS EMPLYEES 5 ILCS 120/2(C)(2). All ayes, motion carried.

9. **Any other matters that come before the board:** Somebody proposed that the board add the Advisory Board Meetings dates on the districts' website calendars and to post the meeting agenda 48 hours prior to every meeting. District 155 will add a link to the District 47 Transportation Page.

10. **Adjournment:** Mrs. Nelson moved, seconded by Mr. Davis to adjourn. All ayes, motion carried at 1:38 p.m.

Next meeting: May 2, 2018 @ 1:00 p.m.
Submitted by: Collin McCormick

School Districts 47 & 155 dba

Transportation Joint Agreement



1204 S McHenry Avenue
Crystal Lake, IL 60014
Office (815) 455-0558
Fax (815) 459-9115

Penny Fleming CDPT, Director of Transportation
Collin McCormick, Assistant Director of Transportation and Safety
Kathy Johnson, Administrative Assistant
Norma Urbina, Route Manager
Lisa Russo, Head Dispatcher
Yvonne Rhodes, Dispatcher
Timothy Oppenhagen, Shop Foreman

TO: TJA Advisory Board
FR: Penny Fleming
RE: Report from the Director
DT: April 27, 2018

6.0 Report from the Director

6.1 Financial Reports: TJA's budget is at 57.98% of monies spent as of March 31, 2018. Please see attached report.

6.2 Personnel: TJA is currently hiring to fill 11 - 12 driving positions. Report attached.

6.3 Fuel: Fuel consumption is at 202,722 gallons to date. Report attached.

6.4 Review Fuel Bid Results: Gas Depot, Inc. is the lowest responsible bidder for the fuel bid. Please see attached reports.

6.5 Review Parking Lot Bid Results: SKC Construction, Inc. is the lowest responsible bidder for the parking lot bid. Please see attached reports.

6.6 Bus Trades: At the March 7, 2018 Advisory Board meeting, TJA is proposed to increase the fleet by keeping 6 of the allotted trade buses in order to accommodate added district programs. Related costs to increasing the fleet were also discussed at the meeting. Further discussion is needed.

6.7 Leach Trailer Update: The Leach trailer needs to be replaced. Attached are two quotes/lease agreements. TJA recommends ModSpace, who provided the lowest quote. TJA also recommends leasing vs purchasing. Leasing includes service to the unit for items such as HAVC, roof leaks, door locking/not opening properly, etc. Leasing also allows for "swapping out" for a nicer unit when signing a new contract, for the cost of transportation fees of the new unit. Additionally, it is difficult and costly to get rid of an old trailer if it is owned, and not an issue if leased.

6.8 First Draft – TJA Budget for the 2018/2019 School Year: See attached.

6.9 Emergency Transportation Services for Crystal Pines Nursing Home: Crystal Pines Nursing Home has reached out to TJA requesting services in the event of evacuation. Please see attached. Discussion.

6.10 Transportation Open House: The Transportation Open House is scheduled for Monday, August 6, 2018. This event is open to all incoming Kindy and Early Childhood students and their parents.

6.11 End of Year Picnic/Driver Recognition: June 1, 2018, 11:00am – 1:00pm at TJA. TJA Board members, School Board members and Superintendents are welcome to attend.

2017-2018

Transportation Joint Agreement - Monthly Board Bills

Account # & Name	Dist. #	March	Total		Budget 2017-2018	% of Budget	Account Total
41.2550.0111.00	47	4,824.73	44,025.09				
Salary - Director of Trans.	155	3,084.67	28,576.50	72,601.59	85,490.00	84.92%	$ 72,601.59
41.2550.0111.06 Salary	47	2,913.93	27,450.46				
Asst. Director/Safety Mngr	155	1,863.01	17,816.79	45,267.25	62,250.00	72.72%	$ 45,267.25
41.2550.0111.07	47	2,282.57	21,553.46				
Salary-Routing Manager	155	1,459.35	13,994.78	35,548.24	51,875.00	68.53%	$ 35,548.24
41.2550.0111.09	47	2,353.61	20,539.93				
Salary - Admin. Assistant	155	1,504.77	13,161.33	33,701.26	46,318.00	72.76%	$ 33,701.26
41.2550.01118.10	47	2,046.70	19,040.26				
Salary -Head Dispatcher I	155	1,308.54	12,396.93	31,437.19	50,217.00	62.60%	$ 31,437.19
41.2550.0111.11	47	1,896.49	17,907.84				
Salary - Dispatcher II	155	1,212.51	11,627.66	29,535.50	48,311.00	61.14%	$ 29,535.50
41.2550.0212.00	47	1,513.98	15,869.34				
I.M.R.F. - Office	155	967.96	10,295.00	26,164.34	35,825.00	73.03%	$ 26,164.34
41.2550.0213.00	47	885.99	8,980.56				
F.I.C.A. - Office	155	566.45	5,825.64	14,806.20	21,360.00	69.32%	$ 14,806.20
41.2550.0214.00	47	207.20	2,100.24				
Medicare - Office	155	132.48	1,362.43	3,462.67	4,995.00	69.32%	$ 3,462.67
41.2550.0222.00	47	2,468.07	26,643.03				
Hospital Insurance - Office	155	1,577.95	17,228.68	43,871.71	60,000.00	73.12%	$ 43,871.71
41.2550.0310.00	47	2,711.36	29,961.60				
Professional	155	1,733.49	19,269.58	49,231.18	103,000.00	47.80%	$ 49,231.18
41.2550.0317.00	47		4,649.00				
Audit	155		3,401.00	8,050.00	8,100.00	99.38%	$ 8,050.00
41.2550.0318.00	47		-				
Legal	155		-	-	1,000.00	0.00%	$ -
41.2550.0321.00	47	522.10	2,134.48				
Garbage/Extermination	155	333.80	1,401.92	3,536.40	5,000.00	70.73%	$ 3,536.40
41.2550.0323.00	47	2,084.37	17,894.72				
Repairs & Maintenance	155	1,332.63	9,561.20	27,455.92	70,000.00	39.22%	$ 27,455.92
41.2550.0325.00	47	1,551.41	13,536.00				
Leases	155	991.89	8,746.72	22,282.72	34,000.00	65.54%	$ 22,282.72
41.2550.0332.00	47	61.00	212.61				
Travel & Meeting	155	39.00	152.25	364.86	9,000.00	4.05%	$ 364.86
41.2550.0333.02	47	1,886.00	9,010.00				
Special Ed Cabs	155	6,865.00	16,836.00	25,846.00	28,000.00	92.31%	$ 25,846.00
41.2550.0234.00	47		-				
Health Ins Exchange	155		-		20,000.00	0.00%	$ -
41.2550.0341.00	47	1,264.53	9,331.76				
Telephone	155	808.47	5,963.63	15,295.39	23,000.00	66.50%	$ 15,295.39
41.2550.0342.00	47	9.75	1,956.88				
Postage	155	6.24	585.37	2,542.25	6,500.00	39.11%	$ 2,542.25
41.2550.0351.00	47		24.22				
Legal Notices	155		15.48		500.00	7.94%	$ 39.70
41.2550.0370.00	47	48.32	218.86				
Water & Sewer	155	30.89	169.84	388.70	950.00	40.92%	$ 388.70
41.2550.0382.00	47		22.71				
Unemploy. Compensation	155		(22.70)	0.01	10,000.00	0.00%	$ 0.01
41.2550.0410.00	47	980.48	4,806.21				
Supplies	155	626.87	2,601.87	7,408.08	10,000.00	74.08%	$ 7,408.08
41.2550.0465.00	47	504.35	2,549.75				
Heat	155	322.46	1,570.17	4,119.92	7,000.00	58.86%	$ 4,119.92

Account # & Name	Dist. #	March	Total		2017-2018	% of Budget	Account Total
41.2550.0466.00	47		-				
Electric	155		-		5,000.00	0.00%	$ -
41.2550.0470.00	47		-				
Software	155		-		300.00	0.00%	$ -
41.2550.0540.00	47		-				
Capital Outlay	155		-		-	#DIV/0!	$ -
41.2550.0640.00	47		1,234.64				
Dues & Fees	155		863.59	2,098.23	500.00	419.65%	$ 2,098.23
41.2550.0690.00	47	342.06	4,889.83				
Awards & Incentives	155	218.69	2,871.78	7,761.61	21,000.00	36.96%	$ 7,761.61
41.2552.0710.00	47		-				
Non-Capitalized Equip	155		-	-	10,000.00	0.00%	$ -
41.2552.0111.01	47	129,153.90	889,090.79				
Operations Salaries	155	50,226.51	358,903.80	1,247,994.59	1,964,542.00	63.53%	$ 1,247,994.59
41.2552.0111.02	47	62,763.66	467,644.15				
Special Education Salaries	155	51,352.09	378,016.74	845,660.89	1,746,540.00	48.42%	$ 845,660.89
41.2552.0111.47	47	16,855.76	61,555.33				
Field Trip Salaries			-	61,555.33	72,740.00	84.62%	$ 61,555.33
41.2552.0111.55			-				
Field Trip Salaries	155	10,776.64	154,451.24	154,451.24	268,220.00	57.58%	$ 154,451.24
41.2552.0111.04	47	(1,357.55)	(6,901.59)				
Field Trip - Other Salaries	155	(867.94)	(6,322.94)	(13,224.53)	36,000.00	-36.73%	$ (13,224.53)
41.2552.0111.05	47	1,460.74	38,976.56				
Driver Training	155	933.91	25,812.30	64,788.86	50,000.00	129.58%	$ 64,788.86
41.2552.0212.00	47	19,729.73	153,741.04				
I.M.R.F. - Drivers/Attend	155	12,614.09	103,413.90	257,154.94	418,100.00	61.51%	$ 257,154.94
41.2552.0213.00	47	11,553.39	89,210.02				
F.I.C.A. - Drivers/Attendants	155	7,386.60	59,936.20	149,146.22	249,300.00	59.83%	$ 149,146.22
41.2552.0214.00	47	2,701.96	20,863.55				
Medicare - Drivers/Attendant	155	1,727.49	14,017.30	34,880.85	58,500.00	59.63%	$ 34,880.85
41.2552.0222.00	47	16,698.82	128,510.78				
HRA - Drivers	155	10,676.30	87,729.72	216,240.50	380,000.00	56.91%	$ 216,240.50
41.2552.0240.00	47	1,256.60	10,751.93				
Operations - Physical	155	803.40	6,153.07	16,905.00	26,000.00	65.02%	$ 16,905.00
41.2552.0310.00	47		22.23				
Professional	155		(22.23)	-	4,800.00	0.00%	$ -
41.2552.0323.00	47		1,442.76				
Repairs & Maintenance	155		1,017.74		10,000.00	24.61%	$ 2,460.50
41.2552.0381.00 Insurance	47	29,854.01	172,154.57				
Bus, Fire & Liability	155	19,086.99	127,552.43	299,707.00	466,905.00	64.19%	$ 299,707.00
41.2552.0410.00	47	1,372.42	6,750.55				
Operations Supplies	155	877.45	4,278.67	11,029.22	25,000.00	44.12%	$ 11,029.22
41.2552.0410.02	47		121.30				
Special Ed Equip	155		95.30		9,000.00	2.41%	$ 216.60
41.2552.0410.03	47		-				
Field Trip Expenses	155		-		500.00	0.00%	$ -
41.2552.0410.04	47		-				
Field Trip Expenses - Other	155		-		-	0.00%	$ -
41.2552.0464.00	47	40,526.51	189,922.43				
Gas & Oil	155	25,910.39	130,576.86	320,499.29	590,000.00	54.32%	$ 320,499.29
41.2552.0540.00	47		265,926.00				
Purchase - New Bus/Radios	155		265,926.00	531,852.00	1,100,000.00	48.35%	$ 531,852.00
41.2552.0710.00	47		-				
Non-Capitalized Equip	155		-	-		#DIV/0!	$ -

Account # & Name	Dist. #	March	Total		2017-2018	% of Budget	Account Total
41.2554.0118.00	47	9,503.97	89,689.85				
Maintenance Salaries	155	6,076.31	58,225.30	147,915.15	207,000.00	71.46%	$ 147,915.15
41.2554.0212.00	47	1,008.37	9,683.24				
I.M.R.F. - Mechanics	155	644.70	6,287.73	15,970.97	21,600.00	73.94%	$ 15,970.97
41.2554.0213.00	47	459.16	4,324.41				
F.I.C.A. - Mechanics	155	293.56	2,807.32	7,131.73	12,900.00	55.28%	$ 7,131.73
41.2554.0214.00	47	107.38	1,011.37				
Medicare - Mechanics	155	68.66	656.58	1,667.95	3,050.00	54.69%	$ 1,667.95
41.2554.0222.00	47	1,667.87	14,846.24				
Hospital Insurance - Mech	155	1,066.35	9,580.54	24,426.78	32,500.00	75.16%	$ 24,426.78
41.2554.0323.00	47	14.95	26,346.63				
Repairs & Maintenance	155	9.56	16,492.61	42,839.24	120,000.00	35.70%	$ 42,839.24
41.2554.0339.00	47	442.86	4,440.00				
Permits/Licences/Inspections	155	283.14	2,955.00	7,395.00	10,000.00	73.95%	$ 7,395.00
41.2554.0410.00	47	10,878.46	117,207.53				
Maintenance Supplies	155	6,955.08	76,741.35	193,948.88	200,000.00	96.97%	$ 193,948.88
41.2554.0540.00	47		-				
Capital Outlay	155		-	-	-	#DIV/0!	$ -
41.2554.0710.00	47		21,835.81				
Non-Capitalized Equip	155		21,835.81	43,671.62	44,000.00	99.25%	$ 43,671.62
Total		$ 623,900.37	$ 5,199,102.74		$ 8,966,688.00	57.98%	$ 5,199,102.74

Sub Total District 47	390,011.97	3,085,710.96
Sub Total District 155	233,888.40	2,113,391.78
Other Field Trip Billed		
Total District 47	1,357.55	6,901.59
Total District 155	867.94	6,322.94
Total District 47	391,369.52	3,092,612.55
Total District 155	234,756.34	2,119,714.72
Total Dist. 47 (% of Total)	62.51%	59.35%
Total Dist.155 (% of Total)	37.49%	40.65%

$ 3,767,585.26

Drivers / Attendants Lost for School Year 2017/2018

Driver	Last Day	Reason for Leaving	Hire Date
* NINE DRIVERS RETIRED OR RESIGNED IN MAY & JUNE 2017			
XXXXXXXXXXXX	07/06/17	Resigned - new job	02/09/05
XXXXXXXXXXXX	07/19/17	Terminated - DL expired SBP revoked	01/14/16
XXXXXXXXXXXX	07/20/17	Resigned during training	07/03/17
XXXXXXXXXXXX	08/18/17	Resigned - higher paying driver position	08/12/11
XXXXXXXXXXXX	08/23/17	Could not pass written CDL test	08/14/17
XXXXXXXXXXXX	08/10/17	Quit - Never showed after training completed	07/17/17
XXXXXXXXXXXX	08/16/17	Walked out of training - 1st day	08/16/17
XXXXXXXXXXXX	09/11/17	Retired	01/01/76
XXXXXXXXXXXX	10/16/17	Resigned - to avoid termination by recommendation	08/23/03
XXXXXXXXXXXX	12/18/17	Terminated - Too many accidents	08/02/17
XXXXXXXXXXXX	11/27/17	Quit - Never showed for training	11/27/99
XXXXXXXXXXXX	12/08/17	Quit - Job abandonment	10/03/17
XXXXXXXXXXXX	01/08/18	Resigned - medical reasons	06/29/09
XXXXXXXXXXXX	02/12/18	Resigned to avoid termination - too many accidents	12/20/17
XXXXXXXXXXXX	02/20/18	Quit while in training - family reasons	01/30/18
XXXXXXXXXXXX	02/23/18	Quit - Found full time job	07/22/15
XXXXXXXXXXXX	03/14/18	Quit - Found full time job	08/23/17
XXXXXXXXXXXX	04/22/18	Quit - Went to another district - more $	09/20/13
Attendant			
XXXXXXXXXXXX	07/25/17	Retired	09/20/06
XXXXXXXXXXXX	11/17/17	Quit - Found full time job	08/04/17
XXXXXXXXXXXX	02/28/18	Retired	09/08/08
XXXXXXXXXXXX	03/08/18	Career change	02/10/17

Drivers / Attendants Gained for School Year 2017/2018

Drivers	Hire Date	
* ONE DRIVER HIRED IN JUNE 2017		
XXXXXXXXXXXX	07/03/17	
XXXXXXXXXXXX	07/13/17	
XXXXXXXXXXXX	07/17/17	
XXXXXXXXXXXX	07/25/17	
XXXXXXXXXXXX	08/02/17	
XXXXXXXXXXXX	08/07/17	
XXXXXXXXXXXX	08/23/17	
XXXXXXXXXXXX	09/05/17	
XXXXXXXXXXXX	09/21/17	
XXXXXXXXXXXX	10/03/17	
XXXXXXXXXXXX	10/03/17	
XXXXXXXXXXXX	11/27/17	
XXXXXXXXXXXX	12/15/17	

XXXXXXXXXXX	12/20/17		
XXXXXXXXXXX	12/21/17		
XXXXXXXXXXX	01/08/18		
XXXXXXXXXXX	04/19/18		
Attendants			
XXXXXXXXXXX	07/28/17		
XXXXXXXXXXX	08/04/17		
XXXXXXXXXXX	11/27/17		
XXXXXXXXXXX	02/05/18		
XXXXXXXXXXX	03/01/18		

TJA Fuel Prices
2017/2018

Date	Unit Price	Taxes	# gals	Total Price per Gallon	Total for Drop
8/23/2017	$1.7675	0.2289	7471	$1.9964	$14,916.90
8/31/2017	$1.7675	0.2289	7466	$1.9964	$14,906.93
9/11/2017	$1.7675	0.2289	7474	$1.9964	$14,922.88
9/19/2017	$1.7675	0.2289	7475	$1.9964	$14,924.90
9/27/2017	$1.7675	0.2289	7453	$1.9964	$14,880.96
10/5/2017	$1.7675	0.2289	7453	$1.9964	$14,880.96
10/18/2017	$1.7675	0.2289	7484	$1.9964	$14,942.85
10/19/2017	$1.7675	0.2289	7481	$1.9964	$14,936.87
10/28/2017	$1.7675	0.2289	7522	$1.9964	$15,018.74
11/8/2017	$1.7675	0.2289	7463	$1.9964	$14,900.92
11/16/2017	$1.7675	0.2289	7543	$1.9964	$15,060.65
11/29/2017	$1.7675	0.2289	7438	$1.9964	$14,851.01
12/7/2017	$1.7675	0.2289	7487	$1.9964	$14,949.43
12/16/2017	$1.7675	0.2289	7569	$1.9964	$15,113.16
1/9/2018	$1.7675	0.2289	7521	$1.9964	$15,017.31
1/19/2018	$1.7675	0.2289	7466	$1.9964	$14,907.51
1/27/2018	$1.7675	0.2289	7591	$1.9964	$15,140.82
2/5/2018	$1.7675	0.2289	7534	$1.9964	$15,027.13
2/14/2018	$1.7675	0.2289	7583	$1.9964	$15,124.86
2/23/2018	$1.7675	0.2289	7563	$1.9964	$15,084.97
3/6/2018	$1.7675	0.2289	7446	$1.9964	$14,867.57
3/14/2018	$1.7675	0.2289	7456	$1.9964	$14,886.96
3/22/2018	$1.7675	0.2289	7558	$1.9964	$15,090.60
4/6/2018	$1.7675	0.2289	7560	$1.9964	$15,094.60
4/11/2018	$1.7675	0.2289	7549	$1.9964	$15,072.64
4/16/2018	$1.7675	0.2289	7577	$1.9964	$15,128.55
4/24/2018			7539		$15,052.67
To Date			**202,722**		**$404,703.35**
Total					
2016/2017	**232,206**				
2015/2016	238,968				
2014/2015	238,211				
2013/2014	260,148				
2012/2013	247,601				
2011/2012	244,365				
2010/2011	245,707				

2018/2019 & 2019/2020 FUEL BID RESULTS

Bid Opening - February 27, 2018 @ 10:00 A.M.

Vendor	BID UNIT PRICE FACTOR PER GALLON *		Exceptions
	2018/2019	2019/2020	
Gas Depot, Inc	**0.0013**	**0.0013**	**none**
Petroleum Traders Corp	0.0039	0.0039	none
Avalon Petrolem Comp	0.019	0.019	none
Conserv, FS, Inc.	0.0575	0.06	additional 0.020 for winterizer
RKA Petroleum Comp, Inc	0.0611	0.0611	0.0680 - 2 year pricing for winter months only

* Unit Price Factor per gallon plus (+) or minus (-) the Oil Price Information Service (OPIS) Chicago/Average as published.

Gas Dept

BID PROPOSAL SHEET

The undersigned propose to furnish all supplies, materials, labor and incidentals specified for the below listed price.

It is understood that payment for the fuel will be made following School Board approval at a regular business session following delivery and invoicing of fuel.

It is understood that the Boards of Education, School Districts 47 & 155, reserve the right to accept and/or reject any and/or all bids.

It is further understood that the prices contained herein will remain valid for a period of not less than forty-five (45) calendar days.

Bid must be made on this form only.

July 1, 2018 thru June 30, 2019 BID

Fuel	Unit Price Factor Per Gallon*
#2 Ultra Low Sulfur & #2 Low Sulfur	+ $ .0013 or - $

July 1, 2019 thru June 30, 2020 BID

Fuel	Unit Price Factor Per Gallon*
#2 Ultra Low Sulfur & #2 Low Sulfur	+ $ .0013 or - $

* Unit price factor per gallon plus (+) or minus (-) the OPIS/Chicago/Average as published.

IMPORTANT: Bidders must bid Unit Price Factor only. Include delivery, winter additive package and other per gallon charges. No taxes are to be included in the Unit Price Factor.

TAXES:

A. It is understood that the Department of Transportation must pay a per gallon tax of $0.2150 Illinois Motor Fuel Tax for diesel, $0.003 Illinois Underground Storage Tank Tax and $0.008 environmental impact fee, Federal Oil Spill Tax of $0.00214, Federal DSL Lust tax of $0.001 (total taxes = $0.22914 per gallon).

B. FEDERAL EXCISE TAX (F.E.T.): It will be the responsibility of the vendor to pay the F.E.T. on all fuel purchases and apply for a refund on same. The Department of Transportation will not accept any invoices containing F.E.T.

BID SUBMITTED BY:

NAME: (Print) ARNIE BERG NAME: (Signed) Arnie Berg

Title: VP Brand Mang.

Company: GAS DEPOT, INC.

Address: 8930 N. WAUKEGAN RD. SUITE 230

City/State/Zip: MORTON GROVE, IL 60053

Telephone: (847) 581 - 0303 Fax: (847) 581 - 0309

E-mail: arnie@gasdepot.com

BID PROPOSAL SHEET

The undersigned propose to furnish all supplies, materials, labor and incidentals specified for the below listed price.

It is understood that payment for the fuel will be made following School Board approval at a regular business session following delivery and invoicing of fuel.

It is understood that the Boards of Education, School Districts 47 & 155, reserve the right to accept and/or reject any and/or all bids.

It is further understood that the prices contained herein will remain valid for a period of not less than forty-five (45) calendar days.

Bid must be made on this form only.

July 1, 2018 thru June 30, 2019 BID

Fuel	Unit Price Factor Per Gallon*
#2 Ultra Low Sulfur & #2 Low Sulfur	+ $ 0.0039 or - $ N/A

July 1, 2019 thru June 30, 2020 BID

Fuel	Unit Price Factor Per Gallon*
#2 Ultra Low Sulfur & #2 Low Sulfur	+ $ 0.0039 or - $ N/A

* Unit price factor per gallon plus (+) or minus (-) the OPIS/Chicago/Average as published.

IMPORTANT: Bidders must bid Unit Price Factor only. Include delivery, winter additive package and other per gallon charges. No taxes are to be included in the Unit Price Factor.

TAXES:

A. It is understood that the Department of Transportation must pay a per gallon tax of $0.2150 Illinois Motor Fuel Tax for diesel, $0.003 Illinois Underground Storage Tank Tax and $0.008 environmental impact fee, Federal Oil Spill Tax of $0.00214, Federal DSL Lust tax of $0.001 (total taxes = $0.22914 per gallon).

B. FEDERAL EXCISE TAX (F.E.T.): It will be the responsibility of the vendor to pay the F.E.T. on all fuel purchases and apply for a refund on same. The Department of Transportation will not accept any invoices containing F.E.T.

BID SUBMITTED BY:

NAME:
(Print) Gayle Newton

NAME:
(Signed) Gayle Newton

Title: Contract Sales Manager

Company: Petroleum Traders Corporation

Address: 7120 Pointe Inverness Way

City/State/Zip: Fort Wayne, IN 46804

Telephone: (800) 348 – 3705 x 4 Fax: (260) 203 – 3820

E-mail: gnewton@petroleumtraders.com

BID PROPOSAL SHEET

The undersigned propose to furnish all supplies, materials, labor and incidentals specified for the below listed price.

It is understood that payment for the fuel will be made following School Board approval at a regular business session following delivery and invoicing of fuel.

It is understood that the Boards of Education, School Districts 47 & 155, reserve the right to accept and/or reject any and/or all bids.

It is further understood that the prices contained herein will remain valid for a period of not less than forty-five (45) calendar days.

Bid must be made on this form only.

July 1, 2018 thru June 30, 2019 BID

Fuel	Unit Price Factor Per Gallon*
#2 Ultra Low Sulfur & #2 Low Sulfur	+ $ .0190 or - $ _____

July 1, 2019 thru June 30, 2020 BID

Fuel	Unit Price Factor Per Gallon*
#2 Ultra Low Sulfur & #2 Low Sulfur	+ $ .0190 or - $ _____

* Unit price factor per gallon plus (+) or minus (-) the OPIS/Chicago/Average as published.

IMPORTANT: Bidders must bid Unit Price Factor only. Include delivery, winter additive package and other per gallon charges. No taxes are to be included in the Unit Price Factor.

TAXES:

A. It is understood that the Department of Transportation must pay a per gallon tax of $0.2150 Illinois Motor Fuel Tax for diesel, $0.003 Illinois Underground Storage Tank Tax and $0.008 environmental impact fee, Federal Oil Spill Tax of $0.00214, Federal DSL Lust tax of $0.001 (total taxes = $0.22914 per gallon).

B. FEDERAL EXCISE TAX (F.E.T.): It will be the responsibility of the vendor to pay the F.E.T. on all fuel purchases and apply for a refund on same. The Department of Transportation will not accept any invoices containing F.E.T.

BID SUBMITTED BY:

NAME: (Print) Jay Dinges

NAME: (Signed) Jay Dinges

Title: General Manager

Company: Avalon Petroleum Corp Inc

Address: 501 N. Main St

City/State/Zip: Antioch, IL 60002

Telephone: (847) 395-0252 Fax: (847) 395-8928

E-mail: jaydinges@avalonpetroleum.com

BID PROPOSAL SHEET

The undersigned propose to furnish all supplies, materials, labor and incidentals specified for the below listed price.

It is understood that payment for the fuel will be made following School Board approval at a regular business session following delivery and invoicing of fuel.

It is understood that the Boards of Education, School Districts 47 & 155, reserve the right to accept and/or reject any and/or all bids.

It is further understood that the prices contained herein will remain valid for a period of not less than forty-five (45) calendar days.

Bid must be made on this form only.

July 1, 2018 thru June 30, 2019 BID

Fuel	Unit Price Factor Per Gallon*
#2 Ultra Low Sulfur & #2 Low Sulfur	+ $0.0575 or - $_____

*WINTERIZER AN ADDITIONAL $ 0.020 CENTS

July 1, 2019 thru June 30, 2020 BID

Fuel	Unit Price Factor Per Gallon*
#2 Ultra Low Sulfur & #2 Low Sulfur	+ $ 0.060 or - $_____

*WINTERIZER AN ADDITIONAL $ 0.020 CENTS

* Unit price factor per gallon plus (+) or minus (-) the OPIS/Chicago/Average as published.

IMPORTANT: Bidders must bid Unit Price Factor only. Include delivery, winter additive package and other per gallon charges. No taxes are to be included in the Unit Price Factor.

TAXES:

A. It is understood that the Department of Transportation must pay a per gallon tax of $0.2150 Illinois Motor Fuel Tax for diesel, $0.003 Illinois Underground Storage Tank Tax and $0.008 environmental impact fee, Federal Oil Spill Tax of $0.00214, Federal DSL Lust tax of $0.001 (total taxes = $0.22914 per gallon).

B. FEDERAL EXCISE TAX (F.E.T.): It will be the responsibility of the vendor to pay the F.E.T. on all fuel purchases and apply for a refund on same. The Department of Transportation will not accept any invoices containing F.E.T.

BID SUBMITTED BY:

NAME: (Print) KEITH COPERSMET NAME: (Signed) Keith Copersmet

Title: SALES REPRESENTATIVE

Company: CONSERVFS, INC.

Address: 1110 MC DONNELL ROAD

City/State/Zip: WOODSTOCK, IL 60098

Telephone: (815 347 8968 Fax: ( ) -

E-mail: KCOPERSMET@CONSERVFS.COM

RKA Petroleum

BID PROPOSAL SHEET

The undersigned propose to furnish all supplies, materials, labor and incidentals specified for the below listed price.

It is understood that payment for the fuel will be made following School Board approval at a regular business session following delivery and invoicing of fuel.

It is understood that the Boards of Education, School Districts 47 & 155, reserve the right to accept and/or reject any and/or all bids.

It is further understood that the prices contained herein will remain valid for a period of not less than forty-five (45) calendar days.

Bid must be made on this form only.

July 1, 2018 thru June 30, 2019 BID

Fuel	Unit Price Factor Per Gallon*
#2 Ultra Low Sulfur & #2 Low Sulfur	+ $ 0.0611 or - $

Exceptions: Winterblend - #2ULSD 70%, #1LSD 30% $ + 0.0680 – PRICING FOR 2 YEARS
Only in winter months.

July 1, 2019 thru June 30, 2020 BID

Fuel	Unit Price Factor Per Gallon*
#2 Ultra Low Sulfur & #2 Low Sulfur	+ $ 0.0611 or - $

* Unit price factor per gallon plus (+) or minus (-) the OPIS/Chicago/Average as published.

IMPORTANT: Bidders must bid Unit Price Factor only. Include delivery, winter additive package and other per gallon charges. No taxes are to be included in the Unit Price Factor.

TAXES:

A. It is understood that the Department of Transportation must pay a per gallon tax of $0.2150 Illinois Motor Fuel Tax for diesel, $0.003 Illinois Underground Storage Tank Tax and $0.008 environmental impact fee, Federal Oil Spill Tax of $0.00214, Federal DSL Lust tax of $0.001 (total taxes = $0.22914 per gallon).

B. FEDERAL EXCISE TAX (F.E.T.): It will be the responsibility of the vendor to pay the F.E.T. on all fuel purchases and apply for a refund on same. The Department of Transportation will not accept any invoices containing F.E.T.

BID SUBMITTED BY:

NAME:
(Print) Cynthia Kilian

NAME:
(Signed) Cynthia Kilian

Title: Government Procurement Specialist

Company: RKA Petroleum Companies, Inc.

Address: 28340 Wick Road

City/State/Zip: Romulus, MI 48174

Telephone:( ) 734-946-2233 Fax:( )734-946-4772

E-mail: ckilian@rkapetroleum.com

2018 FUEL VENDORS

Al Warren Oil Company, Inc.
Scott McGinnis
7439 W. Archer Ave
Summit, IL 60501
Phone – 219-228-5054
Cell – 773-316-8033
Fax – 708-496-4640
Email – mcginnis@alwarrenoil.com

Avalon Petroleum Company
501 N. Main St.
Antioch, IL 60002
Phone -847-395-0252
Fax – 847-395-8928

Conserv FS
Keith Copersmet (Petroleum Specialist)
1110 McConnell Rd
Woodstock, IL 60098
Phone – 815-344-5950
Cell – 815-347-8968
Fax – 815-334-5910
email – kcopersmet@conservfs.com

Mansfield Oil Company
1025 Airport Parkway, S.W.
Gainesville, Georgia 30501
Phone – 678-450-2135

Palatine Oil Company, Inc
515 West Colfax
Palatine, IL 60067
Phone – 847-358-3600
Fax – 847-358-5904

Petro Liance, LLC
739 North State Street
Elgin, IL 60123
Phone – 847-741-2577
Phone – 800-997-3835
Fax – 847-741-2590

Petroleum Traders Corporation
7110 Pointe Inverness Way
Fort Wayne, IN 46804-7928
Phone - 260-432-6622
Fax - 260-432-6564

Texor
3340 S. Harlem Avenue
Riverside, IL 60546
Phone - 708-447-1999
Fax - 708-447-1047

Certificate of the Publisher

Northwest Herald

REC'D APR 18 2018

Description:BIDS DIESEL FUEL
1523989

TRANSPORTATION JOINT AGREEMENT
1204 S MCHENRY AVE
CRYSTAL LAKE IL 60014

Shaw Media certifies that it is the publisher of the Northwest Herald. The Northwest Herald is a secular newspaper, has been continuously published daily for more than fifty (50) weeks prior to the first publication of the attached notice, is published in the City of Crystal Lake, County of McHenry, State of Illinois, is of general circulation throughout that county and surrounding area, and is a newspaper as defined by 715 ILCS 5/5.

A notice, a true copy of which is attached, was published 1 time(s) in the Northwest Herald, namely one time per week for one successive week(s). Publication of the notice was made in the newspaper, dated and published on
04/10/2018

This notice was also placed on a statewide public notice website as required by 5 ILCS 5/2.1.
In witness, Shaw Media has signed this certificate by John Rung, its publisher, at Crystal Lake, Illinois, on
10th day of April, A.D. 2018

Shaw Media By:

John Rung, Publisher

Account Number 10397 Amount $38.28

PUBLIC NOTICE

School districts 47 & 155 dba Transportation Joint Agreement are requesting bids for diesel fuel. Specifications and instructions to bidders are available at the Transportation Facility,1204 South McHenry Avenue, Crystal Lake, Illinois 60014-7495. Telephone 815-455-0558 or FAX 815-459-9115. Sealed bids are due at the Transportation Facility by 10:00 am April 27, 2018.

(Published in the Northwest Herald April 10, 2018) 1523989

Parking Lot Bid Results - 04/09/2018

Vendor Name	Bid for crack filling	Bid for seal coating	Bid for asphalt repair	Stripping option # 1	Stripping option # 2	Bid Total Option #1	Bid Total Option #2
Behm Pavement Maintenance, Inc.	$2,700.00	$6,850.00	$22,650.00	$775.00	$1,100.00	**$32,975.00**	**$33,300.00**
Jameson Pavement Surfaces, Inc.	$2,453.00	$10,220.00	$35,922.00	$1,191.00	$1,992.00	**$49,786.00**	**$50,587.00**
Hastings Asphalt Services, Inc.	$2,375.00	$5,630.76	$26,566.00	$396.00	$646.00	**$34,967.76**	**$35,217.76**
SKC Construction, Inc.	$862.41	$7,840.14	$17,679.71	$950.00	$1,250.00	**$27,332.26**	**$27,632.26**

BID PROPOSAL SHEET

PREVAILING WAGE / CERTIFIED PAYROLL REQUIREMENTS

The contractor is required to comply with all provisions of the acts of the General Assembly of the State of Illinois related to Wage Rates, Discrimination and Preference to Illinois workmen. Contractor must pay prevailing wage to all employees during the course of this project. Prevailing wage shall be as scheduled by county for which the work is contracted. Please refer to the current McHenry County Prevailing Wage requirements and labor class definitions.

Please note it is the full responsibility of the contractor to understand and comply with the prevailing wage labor grade pay scales and requirements.

Certified Payrolls must correspond and accompany invoices in order to process payments. Failure to provide this information will warrant retention of payments for services rendered until such information is supplied to the district.

The undersigned propose to furnish all supplies, materials, labor and incidentals specified for the below listed price.

It is understood that payment for lot repair will be made following School Board approval at a regular business session following completion.

It is understood that the Boards of Education, School Districts 47 & 155, reserve the right to accept and/or reject any and/or all bids.

It is further understood that the prices contained herein will remain valid for a period of not less than forty-five (45) calendar days.

Bid must be made on this form only.

1. Bid for crack filling- 11%: 2,700.00
2. Bid for seal coating - 2 coats, coal tar application: 6,850.00
3. Bid for asphalt repair: 22,650.00
4. Bid for stripping pre-existing painted areas: 775.00 , **or**
5. Bid for measuring and restriping to accommodate for wider parking stalls: 1,100.00

Option 1 - Total Bid Price # 1 through # 4 32,975.00
Option 2 – Total Bid Price #1, #2, #3 & #5 33,300.00

The need for Option 1 or Option 2 will be determine by the Transportation Joint Agreement no later than June 1, 2018.

Time Frame: All work must be completed after July 1, 2018 but prior to August 1, 2018. WB **(initials)**

BID SUBMITTED BY: William J. Behm _____
Print Name

Signature

Title: President

Company: Behm Pavement Maintenance, Inc

Address: 3010 IL Rt. 176

City/State/Zip: Crystal Lake, IL 60014

Telephone: (815) 477-9400 Fax: 815 477-9401 e-mail: behmpavement@gmail.com

BID PROPOSAL SHEET

PREVAILING WAGE / CERTIFIED PAYROLL REQUIREMENTS

The contractor is required to comply with all provisions of the acts of the General Assembly of the State of Illinois related to Wage Rates, Discrimination and Preference to Illinois workmen. Contractor must pay prevailing wage to all employees during the course of this project. Prevailing wage shall be as scheduled by county for which the work is contracted. Please refer to the current McHenry County Prevailing Wage requirements and labor class definitions.

Please note it is the full responsibility of the contractor to understand and comply with the prevailing wage labor grade pay scales and requirements.

Certified Payrolls must correspond and accompany invoices in order to process payments. Failure to provide this information will warrant retention of payments for services rendered until such information is supplied to the district.

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It is understood that the Boards of Education, School Districts 47 & 155, reserve the right to accept and/or reject any and/or all bids.

It is further understood that the prices contained herein will remain valid for a period of not less than forty-five (45) calendar days.

Bid must be made on this form only.

1. Bid for crack filling- 11%: $ 2,453.00
2. Bid for seal coating - 2 coats, coal tar application: $10,220.00
3. Bid for asphalt repair: $35,922.00
4. Bid for stripping pre-existing painted areas: $1,191.00 , **or**
5. Bid for measuring and restriping to accommodate for wider parking stalls: $1,992.00

Option 1 - Total Bid Price # 1 through # 4 $49,786.00
Option 2 – Total Bid Price #1, #2, #3 & #5 $50.587.00

The need for Option 1 or Option 2 will be determine by the Transportation Joint Agreement no later than June 1, 2018.

Time Frame: All work must be completed after July 1, 2018 but prior to August 1, 2018. JW **(initials)**

BID SUBMITTED BY: Jameson White (Print Name) _____ (Signature)

Title: Owner

Company: Jameson Pavement Surfaces, Inc.

Address: 123 W. Green Meadows Blvd.

City/State/Zip: Streamwood, IL 60107

Telephone: (630 830- 7266 Fax: (630 830- 7246 e-mail: jameson@jamesonpavement.com

BID PROPOSAL SHEET

PREVAILING WAGE / CERTIFIED PAYROLL REQUIREMENTS

The contractor is required to comply with all provisions of the acts of the General Assembly of the State of Illinois related to Wage Rates, Discrimination and Preference to Illinois workmen. Contractor must pay prevailing wage to all employees during the course of this project. Prevailing wage shall be as scheduled by county for which the work is contracted. Please refer to the current McHenry County Prevailing Wage requirements and labor class definitions.

Please note it is the full responsibility of the contractor to understand and comply with the prevailing wage labor grade pay scales and requirements.

Certified Payrolls must correspond and accompany invoices in order to process payments. Failure to provide this information will warrant retention of payments for services rendered until such information is supplied to the district.

The undersigned propose to furnish all supplies, materials, labor and incidentals specified for the below listed price.

It is understood that payment for lot repair will be made following School Board approval at a regular business session following completion.

It is understood that the Boards of Education, School Districts 47 & 155, reserve the right to accept and/or reject any and/or all bids.

It is further understood that the prices contained herein will remain valid for a period of not less than forty-five (45) calendar days.

Bid must be made on this form only.

1. Bid for crack filling- 11%: $2375.00
2. Bid for seal coating - 2 coats, coal tar application: $5630.76
3. Bid for asphalt repair: $26566.00
4. Bid for stripping pre-existing painted areas: $396.00, **or**
5. Bid for measuring and restriping to accommodate for wider parking stalls: $646.00

Option 1 - Total Bid Price # 1 through # 4 $34967.76
Option 2 – Total Bid Price #1, #2, #3 & #5 $35217.76

The need for Option 1 or Option 2 will be determine by the Transportation Joint Agreement no later than June 1, 2018.

Time Frame: All work must be completed after July 1, 2018 but prior to August 1, 2018. RH **(initials)**

BID SUBMITTED BY: Russ Hastings (Print Name) _____ (Signature)

Title: President

Company: Hastings Asphalt Services Inc.

Address: P.O. Box 87

City/State/Zip: Harvard, IL 60033

Telephone: (815) 648 – 9099 Fax: (815) 648 – 9069 e-mail: Russ@HastingsasphaltServices.com

BID PROPOSAL SHEET

PREVAILING WAGE / CERTIFIED PAYROLL REQUIREMENTS

The contractor is required to comply with all provisions of the acts of the General Assembly of the State of Illinois related to Wage Rates, Discrimination and Preference to Illinois workmen. Contractor must pay prevailing wage to all employees during the course of this project. Prevailing wage shall be as scheduled by county for which the work is contracted. Please refer to the current McHenry County Prevailing Wage requirements and labor class definitions.

Please note it is the full responsibility of the contractor to understand and comply with the prevailing wage labor grade pay scales and requirements.

Certified Payrolls must correspond and accompany invoices in order to process payments. Failure to provide this information will warrant retention of payments for services rendered until such information is supplied to the district.

The undersigned propose to furnish all supplies, materials, labor and incidentals specified for the below listed price.

It is understood that payment for lot repair will be made following School Board approval at a regular business session following completion.

It is understood that the Boards of Education, School Districts 47 & 155, reserve the right to accept and/or reject any and/or all bids.

It is further understood that the prices contained herein will remain valid for a period of not less than forty-five (45) calendar days.

Bid must be made on this form only.

1. Bid for crack filling- 11%: 862.41
2. Bid for seal coating - 2 coats, coal tar application: 7,840.14
3. Bid for asphalt repair: 17,679.71
4. Bid for stripping pre-existing painted areas: 950.00, **or**
5. Bid for measuring and restriping to accommodate for wider parking stalls: 1,250.00

Option 1 - Total Bid Price # 1 through # 4 27,332.26
Option 2 – Total Bid Price #1, #2, #3 & #5 27,632.26

The need for Option 1 or Option 2 will be determine by the Transportation Joint Agreement no later than June 1, 2018.

Time Frame: All work must be completed after July 1, 2018 but prior to August 1, 2018 HJB **(initials)**

BID SUBMITTED BY: JEFFREY K. BERGQUIST PRESIDENT (Print Name) _____ (Signature)

Title: President

Company: SKC CONSTRUCTION, INC.

Address: P. O. BOX 503
WEST DUNDEE, IL 60118

City/State/Zip: _____

Telephone: 847 214 - 9500 Fax: 847 214 - 9041 e-mail: KBergquist@skcconstruction.net

Certificate of the Publisher

Northwest Herald

REC'D MAR 2 3 2018

Description:SCHOOL BUS BODIES & CHASS
1515173
PENNY FLEMING

TRANSPORTATION JOINT AGREEMENT
1204 S MCHENRY AVE
CRYSTAL LAKE IL 60014

Shaw Media certifies that it is the publisher of the Northwest Herald. The Northwest Herald is a secular newspaper, has been continuously published daily for more than fifty (50) weeks prior to the first publication of the attached notice, is published in the City of Crystal Lake, County of McHenry, State of Illinois, is of general circulation throughout that county and surrounding area, and is a newspaper as defined by 715 ILCS 5/5.

A notice, a true copy of which is attached, was published 1 time(s) in the Northwest Herald, namely one time per week for one successive week(s). Publication of the notice was made in the newspaper, dated and published on
03/14/2018

This notice was also placed on a statewide public notice website as required by 5 ILCS 5/2.1.
In witness, Shaw Media has signed this certificate by John Rung, its publisher, at Crystal Lake, Illinois, on
14th day of March, A.D. 2018

Shaw Media By:

John Rung, Publisher

Account Number 10397

Amount $43.64

PUBLIC NOTICE

School districts 47 & 155 dba Transportation Joint Agreement are requesting bids for parking lot crack filling, seal coating, repair and striping. Specifications and instructions to bidders are available at the Transportation Facility, 1204 South McHenry Avenue, Crystal Lake, Illinois 60014-7495. Telephone 815-455-0558 or FAX 815-459-9115.

There is a mandatory walk thru meeting on March 23, 2018 at 10:00 AM. Sealed bids are due at the Transportation Facility by 10:00 am April 9, 2018.

(Published in the Northwest Herald on March 14, 2018) 1515173

LEACH TRAILER

NEW TRAILER RENTAL, DELIVERY & INSTALL

Name	Delivery & Install	Monthly Rent	Annual	Property Damage Waiver Optional	General Liability
Williams Scotsman	$3,299.73	$446.10	$5,353.20	$70.00 per mo	$22.00 per mo
ModSpace	$2,841.00	$445.00	$5,340.00	$75.00 per mo	$19.50 per mo

REMOVAL OF EXISTING TRAILER

Name	Cost to Remove	
Willaims Scotsman	$2,187.50	(written quote)
Vendor of ModSpace	$1,000.00 or less	(verbal quote)

WILLIAMS SCOTSMAN

Williams Scotsman, Inc.
1625 Western Drive
West Chicago, IL 60185-1879

Your Williams Scotsman Representative
Kila Harwick
Phone: (630)293-0095 Ext.
Fax: 630-293-0509
Email: kharwic@willscot.com
Toll Free: 800-782-1500

Contract Number:869778
Revision: 2
Date: April 24, 2018

Lease Agreement

Lessee:
Crystal Lake Elementary District 47
300 Commerce Drive
Crystal Lake, Illinois, 60014

Contact:
, ,
Phone:
Fax:
E-mail:

Ship To Address:
4304 IL Rt 176
CRYSTAL LAKE, IL, 60014

Delivery Date(on or about):
6/8/2018

Rental Pricing Per Month		**Quantity**	**Price**	**Extended**
50x12 Mobile Office (46x12 Box)	Unit Number:	1	$386.10	$386.10
Steps - OSHA Aluminum Rental		2	$30.00	$60.00
Minimum Lease Term: 12 Months			Total Monthly Building Charges:	$386.10
			Other Monthly Charges:	$60.00
			Total Rental Charges Per Month:	$446.10
Delivery & Installation				
Tiedown-Dirt Removal		8	$30.00	$240.00
Tiedowns into dirt		8	$70.00	$560.00
Block and Level		1	$143.00	$143.00
Delivery Freight		1	$473.70	$473.70
Teardown		1	$133.33	$133.33
Return Freight		1	$473.70	$473.70
Vinyl skirting		116	$11.00	$1,276.00
			Total Delivery & Installation Charges:	$3,299.73
Final Return Charges*				
			Due On Final Invoice*:	$0.00
			Total Charges Including (12) Month Rental, Delivery, Installation & Return:**	$8,652.93

Summary of Charges

Model: MO5012	QUANTITY: 1	Total Charges for (1) Building(s): $8,652.93

Additional Services: For your convenience, we also recommend the following items (not included in this Agreement)

Recommended Items	Billing Frequency	Qty	Price	Extended
Folding Table 6 ft	Monthly	1	$9.00	$9.00
Folding Chair	Monthly	1	$3.00	$3.00
Prop Damage Waiver (11/12)	Monthly	1	$70.00	$70.00
General Liability - Allen Insurance	Monthly	1	$22.00	$22.00
Modification to Unit L	Initial	1	$2,187.50	$2,187.50

Williams Scotsman, Inc.
1625 Western Drive
West Chicago, IL 60185-1879

Your Williams Scotsman Representative
Kila Harwick
Phone: (630)293-0095 Ext.
Fax: 630-293-0509
Email: kharwic@willscot.com
Toll Free: 800-782-1500

Contract Number:869778
Revision: 2
Date: April 24, 2018

INSURANCE REQUIREMENTS ADDENDUM

QTY	PRODUCT	EQUIPMENT VALUE/BUILDING	DEDUCTIBLE PER UNIT
1	MO5012	$25685.00	$3000.00

Lessee: Crystal Lake Elementary District 47

Pursuant to Section 13 of the Williams Scotsman Lease Agreement and its Terms and Conditions ("Agreement"), a Lessee is obligated to provide insurance to Williams Scotsman, Inc. ("Lessor") with the following insurance coverage:

1. **Commercial General Liability Insurance:** policy of combined bodily injury and property damage insurance insuring Lessee and Lessor against any liability arising out of the use, maintenance, or possession of the Equipment. Such insurance shall be in an amount not less than $1,000,000 per occurrence, naming the Lessor as Additional Insured and Loss Payee.
2. **Commercial Property Insurance**: covering all losses or damage, in an amount equal to 100% of the Equipment Value set forth in the Lease providing protection against perils included within the classification and special extended perils (all "risk" insurance), naming the Lessor as Additional Insured and Loss Payee.

Commercial General Liability Insurance

Lessee is providing Commercial General Liability Insurance in accordance with the requirements set forth Section 13 of the Lease and will provide a certificate of insurance in the manner and within the time frame set forth in the Agreement. If Lessee fails to deliver the required certificate of insurance, Lessee understands and agrees that the Lessor has the right to impose a missing insurance certificate fee.

Commercial Property Insurance

Lessee: is providing Commercial Property Insurance in accordance with the requirements set forth Section 13 of the Lease and will provide a certificate of insurance in the manner and within the time frame set forth in the Agreement. If **Lessee:** fails to deliver the required certificate of insurance, **Lessee:** understands and agrees that the Lessor has the right to impose a missing insurance certificate fee.

By signing below, the **Lessee:** agrees to the terms and conditions stated herein. All other Terms and Conditions of the Agreement shall remain the same and in full force and effect. Each party is hereby authorized to accept and rely upon a facsimile or electronic signature of the other party on this Addendum. Any such signature shall be treated as an original signature for all purposes.

Otherwise, if elected on preceeding pages:

Commercial General Liability Insurance

Lessee: elects to participate in the Commercial General Liability Insurance Program, whereby **Lessee:** will receive insurance coverage through American Southern Insurance Company ("Insurer") and administered by Allen Insurance Group ("Agent"). The **Lessee:** acknowledges and agrees that the policy issued by the Insurer is a third party liability policy that covers those amounts that Lessee is legally obligated to pay due to bodily insurance and property damage arising **from the proper use and occupancy** of Equipment leased from Williams Scotsman up to the policy limits. Coverage is subject to underwriting and specific terms and conditions set forth in the policy. An outline of cover is available upon request. By signing below, **Lessee:** understands and agrees that the Lessor is not providing the insurance coverage and serves only as a billing agent for the Insurer and its Agent; and, accordingly, it assumes no liability therefore.

Signature of Lessee: _____ Print Name: _____ Date: _____

Damage Waiver Program

Lessee: elects to participate in the Lessor's Damage Waiver Program. **Lessee:** understands and agrees that under this program, the Lessor waives, for a fee, **Lessee:**'s obligation to carry Commercial Property Insurance and **Lessee:**'s liability to Lessor for repair or replacement of the modular units leased from Williams Scotsman resulting from loss or damage as specified in Section 12 of the Lease. **Lessee:** remains liable to Williams Scotsman for the amount of the damage deductible per unit of equipment noted above. Please refer to the Agreement for specific details on coverage, exclusions and restrictions on coverage. The Property Damage Waiver is not and shall not constitute a contract for insurance.

Signature of Lessee: _____ Print Name: _____ Date: _____

Williams Scotsman, Inc.
1625 Western Drive
West Chicago, IL 60185-1879

Your Williams Scotsman Representative
Kila Harwick
Phone: (630)293-0095 Ext.
Fax: 630-293-0509
Email: kharwic@willscot.com
Toll Free: 800-782-1500

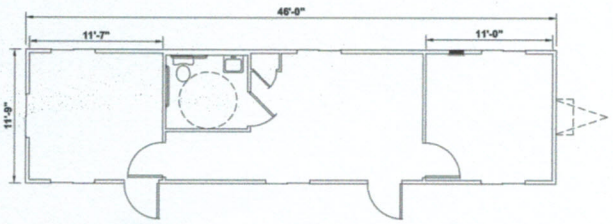
Contract Number:869778
Revision: 2
Date: April 24, 2018

Floorplan

50' x 12' Mobile Office

An ALGECO SCOTSMAN Company





Dimensions
- 50' Long (including hitch)
- 46' Box size
- 10' or 12' Wide
- 8' Ceiling height

Exterior Finish
- Aluminum siding
- I-Beam frame
- Standard drip rail gutters

Interior Finish
- Paneled walls
- Vinyl tile floor
- Gypsum ceiling

Electric
- Fluorescent ceiling lights
- Breaker panel

Heating/Cooling
- Central HVAC or thru-wall AC

Windows/Doors
- Horizontal slider windows
- (2) Vision panel door with standard locks

Other
- Private office(s)
- Optional restroom

** Photos are representational; actual products vary. Additional floor plans and specifications may vary from those shown and are subject to in-stock availability*

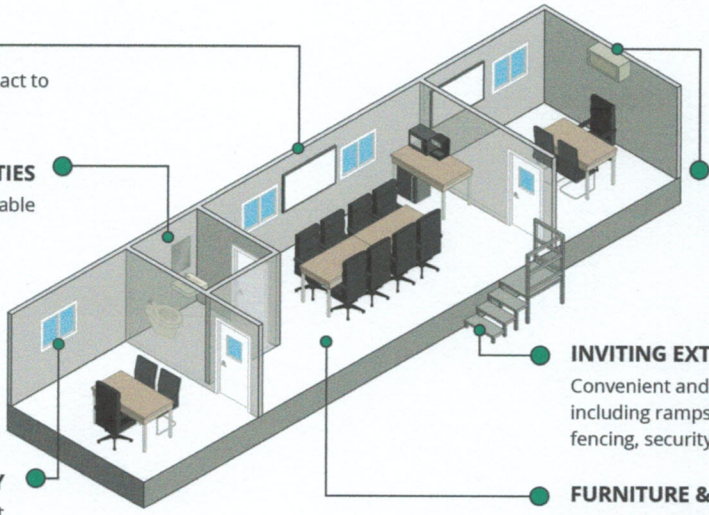
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Date: April 24, 2018

WILLIAMS SCOTSMAN: THE FULLY STREAMLINED SPACE SOLUTION

When it's time to be productive on a project, you need temporary space that's as ready as you are. Our modular solutions are complete to the last detail, so you can forget about building logistics and focus on the job at hand. One call to Williams Scotsman and you're ready to work.



SIZED FOR YOU
A perfect fit, from compact to spacious to stackable

CONVENIENT FACILITIES
Optional restroom available in almost any unit

BRIGHTEN YOUR DAY
Windows and doors that keep your workspace open and well-lit

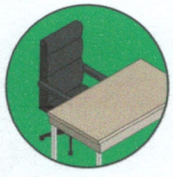
CLIMATE CONTROL
Built-in central HVAC for year-round comfort

INVITING EXTERIORS
Convenient and accessible add-ons, including ramps, steps, canopies, fencing, security and more

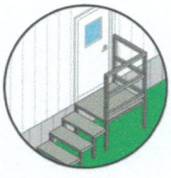
FURNITURE & FIXTURES
Complete selection of furniture, workplace appliances and lighting and flooring options

READY-TO-WORK OPTIONS

Our in-house selection of amenities not only outfits your space for comfort, security and productivity – it also eliminates extra work for you.



FURNITURE



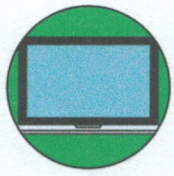
EXTERIORS



APPLIANCES



COVERAGE



TECH SOLUTIONS

ModSpace

This Offer Created For:
CRYSTAL LAKE COMMUNITY CONSOLIDATED SCHOOL DISTRIC
198524

Date: 04/19/2018
Offer #: 340308
Offer Expires: 6/18/2018

800-523-7918

Customer Billing Address

CRYSTAL LAKE COMMUNITY CONSOLIDATED SCHOOL DISTRIC
ATTN:Accounts Payables
300 Commerce Drive
Crystal Lake, IL 60014
Contact : Penny Fleming
Phone : (815)455-0558
Email : psfleming@d47.org
PO No :
Project No :
Project Name:

ModSpace Service Center

IL-Chicago
1425 Gifford Road
Elgin, IL 60120
Contact: Drew Munisteri
Phone : 866-322-0120
Fax : 610-232-1210

Delivery Address

TBD
Crystal Lake, IL 60014

Offer Type: Operating Lease

Only Modspace Offers You The Ultimate Confidence Pledge

Building Rental: DESS1260

Asset # : 12x56 Designer Office

Quantity	Term	Frequency	Rental Each	Monthly Rental
1	12	Monthly	$375.00	$375.00
			Total Monthly Rental:	$375.00

Additional Items

Quantity	Description	Rental Each	Rental Total
1	Personal Property Expense	$0.00	$0.00
		Total Additional Monthly Items:	$0.00

Delivery, Installation & Removal (One-Time Items)

Quantity	Service Description	Each	Total
	Delivery		
1	Fuel Charge	$18.00	$18.00
1	Transportation of Building	$400.00	$400.00
	Installation		
1	Anchor Installation	$480.00	$480.00
1	Block & Level	$143.00	$143.00
1	Vinyl Skirting Installation	$1,800.00	$1,800.00
		Total Delivery and Installation:	$2,841.00
	Remove		
1	Remove Anchors	$212.00	$212.00
1	Remove Skirting	$600.00	$600.00
1	Unblock	$130.00	$130.00
	Return Delivery		
1	Fuel Charge	$18.00	$18.00
1	Transportation of Building	$334.00	$334.00
		Total Removal:	$1,294.00

ModSpace

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198524

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ATTN:Accounts Payables
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Contact : Penny Fleming
Phone : (815)455-0558
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Elgin, IL 60120
Contact: Drew Munisteri
Phone : 866-322-0120
Fax : 610-232-1210

Delivery Address

TBD
Crystal Lake, IL 60014

Total Monthly Rental:	$375.00
Total Monthly Tax:	$0.00
Total Monthly Amount:	$375.00
Total One-Time Amount:	$4,135.00
Total Tax on One-Time Items:	$0.00
Total Amount Including 12 Month(s) Rent, Taxes, Delivery, Installation & Removal*:	$8,635.00

Modular Space Corporation (dba "ModSpace"), 1200 Swedesford Road, Berwyn, PA 19312, CA Contractor License # 763309.

*** If Building Return and Removal amounts are not specified, such items will be billed at current rates at time of termination. ***

Tax rates vary and are determined by the state, local, federal and/ or provincial tax jurisdictions, they are subject to change at any time without notice. Taxes are estimated and will be finalized based upon either the actual delivery address or in accordance with the laws of the various jurisdictions.

If sales tax exempt, proof of exempt status is required and must be validated by ModSpace prior to contract finalization.

Prevailing/ Davis-Bacon Wage Applicable: No Badging or Access Requirements Applicable: No Union Labor: No

This Offer Created For:
CRYSTAL LAKE COMMUNITY CONSOLIDATED SCHOOL DISTRIC
198524

Date: 04/19/2018
Offer #: 340308
Offer Expires: 6/18/2018

800-523-7918

Customer Billing Address

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Phone : 866-322-0120
Fax : 610-232-1210

Delivery Address

TBD
Crystal Lake, IL 60014

Have everything you need to succeed?
Our wide range of support products and services make you more productive from Day 1. Here are few additional options:

Initial		Frequency	Quantity	Amount (each/item)
☐	Insurance US-Damage Waiver	Monthly	1	$75.00
☐	Insurance US-Optional General Liability	Monthly	1	$19.50
☐	Rental-Step Rental	Monthly	3	$35.00
☐	~~VAP-Furniture-Folding Table Rental~~	Monthly	1	~~$10.00~~
☐	~~VAP-Furniture-Stack Chair Rental~~	Monthly	1	~~$5.00~~
☐	~~VAP-Furniture Package Breakroom~~	Monthly	1	~~$47.25~~
	Includes 6' Folding Table, Microwave, Mini Fridge and Trash Can			
☐	~~VAP-Furniture Package Drafting Room~~	Monthly	1	~~$95.50~~
	Includes Drafting Table, Drafting Stool, Vertical Plan Stand and Floor Mat			
☐	~~VAP-Furniture Package Office~~	Monthly	1	~~$94.25~~
	Includes 30"x60" Desk, Manager Chair, 2 Guest Chairs, Lateral File, White Board, Floor Mat and Trash Can			
☐	~~VAP-Furniture Package Rectangular Conference~~	Monthly	1	~~$120.25~~
	Includes 8' Rectangle Conference Table, 8 Guest Chairs, White Board and Trash Can			
☐	~~VAP-Furniture Package Round Conference~~	Monthly	1	~~$69.25~~
	Includes Round Conference Table, 4 Guest Chairs, White Board and Trash Can			

Furniture delivery and return fees will vary based on quantity and delivery location. A minimum furniture order amount may be required. Your ModSpace representative can provide more information.

Installation items based on level, flat compacted surface not to exceed 6" slope within 100' or additional charges may apply. Additional items will be billed in the event site is not ready or for any reason ModSpace is not allowed to do their scope of work upon arrival at site.

This Offer is subject to ModSpace's credit approval of Customer. ModSpace does not warrant that the equipment meets any local or state code not specifically listed herein. Pricing quoted herein is open for Customer's acceptance for sixty (60) days from the date of this Offer and excludes all state and local taxes, fees, permits and utility connections (unless specifically stated otherwise). Equipment is subject to availability. Unless otherwise stated herein, all site services are to be performed by non-union labor at non-prevailing wage. Customer is to provide clear and unobstructed access for delivery and installation of the equipment by standard mobile transport delivery. Customer is responsible for site preparation including, without limitation, site preparation, grade alterations, water and snow removal, providing firm and level ground and the identification and relocation of utility lines prior to ModSpace's arrival at the site. ModSpace shall not be responsible for and assumes no liability for the fitness or adequacy of the site, including availability, relocation, or mark-out of utilities. Any Value Added Products or Services ("VAPS"), including, without limitation, storage containers, sanitary holding tanks, water delivery systems, portable toilets, wash stations, toilet trailers, septic tanks, generators, furnishings, security systems, steps or ramps quoted by ModSpace are provided strictly as a matter of convenience to the Customer. The Customer understands and agrees that ModSpace only serves as a billing agent for the third party vendor of the VAPS and assumes no liability therefor. By signing below, customer accepts the terms of this offer, leases the equipment identified herein, and agrees that such signature constitutes customer's acceptance of and agreement to the ModSpace Lease Agreement. Such lease, and customer's agreement thereto, is subject to ModSpace's standard terms and conditions located at http://www.modspace.com/resources/document-library. Customer may request a copy of the terms and conditions from a ModSpace representative. If customer has previously executed a master agreement with ModSpace, those terms and conditions shall govern the transaction. Such terms and conditions are incorporated as if fully set forth herein. Any customer purchase order or other customer-provided document purporting to replace, supersede or supplement the terms and conditions of the ModSpace Lease Agreement shall carry no force or effect except as an instrument of billing.

ModSpace

This Offer Created For:
CRYSTAL LAKE COMMUNITY
CONSOLIDATED SCHOOL DISTRIC

Date: 4/19/2018
Offer #: 340308
Offer Expires: 6/18/2018

By:	_____ (Authorized Customer Signature)	By:	_____ (Modular Space Corporation)
Print Name:	_____	Print Name:	_____
Title:	_____	Title:	_____
Date:	_____	Date:	_____
Purchase Order #:	_____		
Job Name:	_____		

Tax Exempt: Yes_____ or No_____

If Yes, Please issue the certificate to Modular Space Corporation and return with the signed offer or contract.

ALL RIGHT, TITLE AND INTEREST OF MODULAR SPACE CORPORATION HEREUNDER HAS BEEN PLEDGED TO, AND IS SUBJECT TO THE SECURITY INTERESTS AND LIENS OF, BANK OF AMERICA, N.A., AS AGENT, PURSUANT TO THAT CERTAIN FOURTH AMENDED AND RESTATED LOAN AND SECURITY AGREEMENT, DATED AS OF MARCH 2, 2017, AMONG MODULAR SPACE CORPORATION, THE OTHER BORROWERS PARTY THERETO, THE GUARANTORS PARTY THERETO, BANK OF AMERICA, N.A., AS AGENT, AND THE LENDERS FROM TIME TO TIME PARTY THERETO, AS AMENDED, RESTATED, AMENDED AND RESTATED OR OTHERWISE MODIFIED FROM TIME TO TIME AND PURSUANT TO CERTAIN SECURITY DOCUMENTS DELIVERED THEREUNDER. MODULAR SPACE CORPORATION SHALL HAVE NO RIGHT TO TRANSFER ITS RIGHT, TITLE OR INTEREST HEREUNDER TO ANY PARTY EXCEPT PURSUANT TO AND IN ACCORDANCE WITH THE PROVISIONS OF THE RELEVANT LOAN DOCUMENTS.

ModSpace

Date: 04/19/2018
Offer #: 340308

If providing your own insurance you must supply your agency information below:
I (the lessee) have insurance in accordance with section 9 of the lease agreement. I will deliver the required certificates of insurance to ModSpace prior to delivery of the leased equipment. Modular Space Corporation must be listed as "Additional Insured" with $1,000,000 minimum liability coverage & "Loss Payee" to include the full insurance value. If I fail to deliver the required insurance certificates prior to delivery, I understand that Modular Space Corporation has the right to add both the Optional General Liability and Damage Waiver Program to my lease.

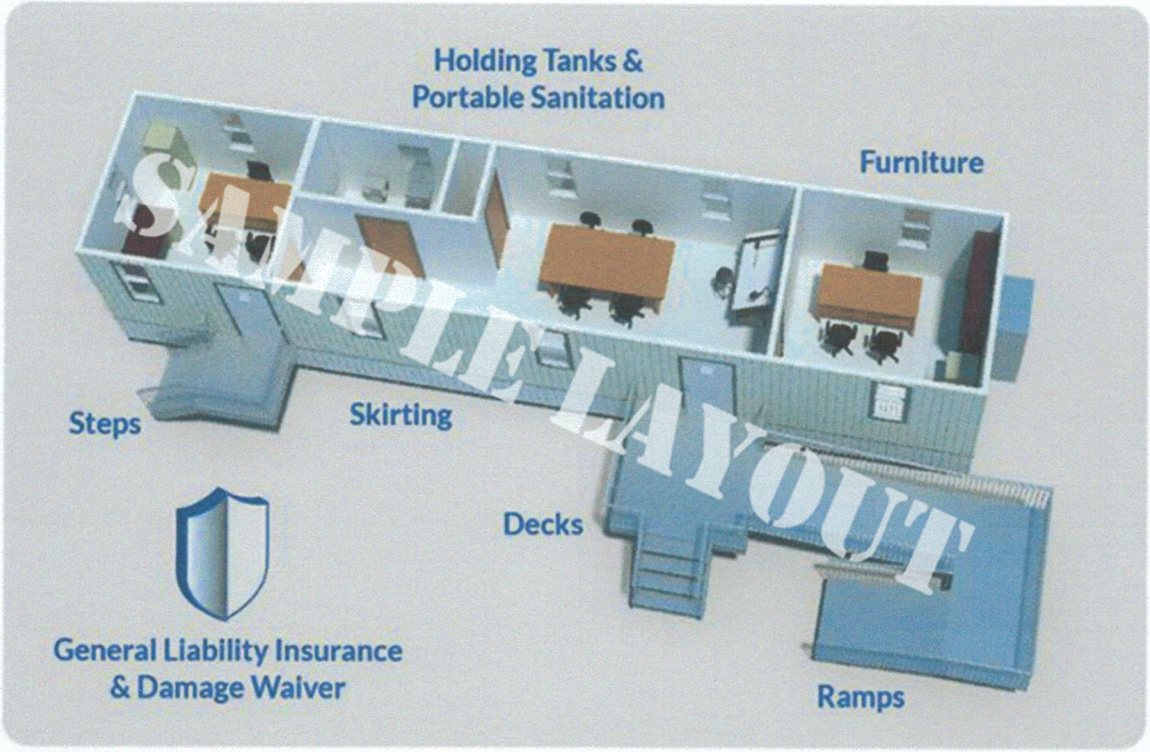
Agency Name: _____ Phone: _____

Signature: _____

ModSpace®

Missing something? We have what you need.

Let us help with furniture, steps, ramps, portable restrooms, holding tanks and more. One call. One provider. One bill. Contact your sales representative or call 800-523-7918.



For illustrative purposes only. Not intended to be a representation of the actual building or additional equipment/services you are expecting to have delivered.

Got Your Quote... Get The Hub



THE Hub™ **A Faster, Easier Way to Manage Your Lease**

Free App for Mobile or Desktop

- Track deliveries
- Request service
- Add equipment
- Schedule returns
- Plan your next project
- Request a quote

Visit ModSpace.com/Hub for more information.

TJA Budget - FY 2018/2019

Account #	Name	FY 17/18 Budget	FY 17/18 Actual as of 03/31/2018	Actual/ Budget	FY 18/19 Budget	FY 18/19 Budget/FY 17/18 Budget	18/19 vs. 17/18 Budget	FY 18/19 Budget/ FY 17/18 Actual	Comments
41.2550.0111.00	Salary-Director of Trans	$ 85,490	$ 72,602	84.9%	$ 88,696	3.8%	$ 3,206	22.2%	Penny Fleming
41.2550.0111.06	Salary - Assist Director/Safety Mngr	62,250	45,267	72.7%	64,585	3.8%	2,335	42.7%	Collin McCormick
41.2550.0111.07	Salary - Routing Manager	51,875	35,548	68.5%	52,469	1.1%	594	47.6%	Norma Urbina $50,469; OT-$2,000.00
41.2550.0111.09	Salary - Admin Assistant	46,318	33,701	72.8%	46,688	0.8%	370	38.5%	Maria Xanos
41.2550.0111.10	Salary - Head Dispatcher I	50,217	31,437	62.6%	51,815	3.2%	1,598	64.8%	Lisa Russo $44,215; OT-$5,000.00; Stipend-$2,600.00($100.00 on call every other weekend)
41.2550.0111.13	Salary - Dispatcher II	48,311	29,536	61.1%	49,533	2.5%	1,222	67.7%	Yvonne Rhodes $41,933;OT-$5,000.00;Stipend-$2,600.00 ($100.00 on call every other weekend)
41.2550.0111.13	Salary - Transportation Specialist				36,756				Mike Wiley $34,756; OT $2,000
41.2550.0212.00	IMRF-Office	35,825	26,164	73.0%	41,788	16.6%	5,963	59.7%	IMRF: 10.70% x $390,542
41.2550.0213.00	FICA - Office	21,360	14,806	69.3%	24,214	13.4%	2,854	63.5%	FICA: 6.2% x $390,542
41.2550.0214.00	Medicare - Office	4,995	3,463	69.3%	5,663	13.4%	668	63.5%	Medicare: 1.45 x 390,542
41.2550.0222.00	Hospital Insurance - Office	60,000	43,872	73.1%	65,500	9.2%	5,500	49.3%	Penny/Colin-$700 per month, $6600 January HSA; $659.00 x 5
41.2550.0310.00	Professional	103,000	49,231	47.8%	90,000	-12.6%	(13,000)	82.8%	D47 payroll services; $12,100; Office cleaning $22,000.00 , Althoff HAVC $5,000.00, Stan's Office Equip $2,000.00; Leach cleaning, $3,000; yearly Zonar fee - $28,000; T. Park - computers; Midwest Time Recorder $6,650
41.2550.0317.00	Audit	8,100	8,050	99.4%	8,100	0.0%	0	0.6%	
41.2550.0318.00	Legal	1,000	0	n/a	1,000	0.0%	0	n/a	
41.2550.0321.00	Garbage/Exterminations	5,000	3,536	70.7%	5,000	0.0%	0	41.4%	Garbage removal, Leach/1204 S. McHenry Ave, exterminator
41.2550.0323.00	Repairs & Maintenance	70,000	27,456	39.2%	60,000	-14.3%	(10,000)	118.5%	Shop Uniforms $13,000.00; Leach trailer sanitation system maintenance - $10,000 yearly; 1204 Parking lot repair **$28,000**
41.2550.0325.00	Leases	34,000	22,283	65.5%	42,900	26.2%	8,900	92.5%	Leach Lot rental - $26,880 yearly; storage locker $500.00; $2400- Marlin; Leach - Electric $4000; ModSpace-$8,900
41.2550.0332.00	Travel & Meeting	9,000	365	4.1%	9,000	0.0%	0	2365.8%	Office training; Roadeo: IAPT;NAPT, mechanic school, NAPT for trainers
41.2550.0333.02	Special Ed Cabs	28,000	25,846	92.3%	60,000	114.3%	32,000	132.1%	
41.2550.0234.00	Health Insurance Exchange	20,000	0	n/a	20,000	0.0%	0	n/a	- Affordable Care Act - 3 months exposure
41.2550.0341.00	Telephone	23,000	15,295	66.5%	30,200	31.3%	7,200	97.5%	Ansercall yearly; AT & T, Leach & fax Verizon cell phones - yearly; AT&T land lines & Comcast Internet -$7,200.00
41.2550.0342.00	Postage	6,500	2,542	39.1%	4,500	-30.8%	(2,000)	77.0%	Beginning year letters and yearly postage, Fed-EX
41.2550.0351.00	Legal Notices	500	40	8.0%	500	0.0%	0	1150.0%	Publishers Certificates, ad's, etc
41.2550.0370.00	Water/Sewer	950	389	40.9%	800	-15.8%	(150)	105.7%	
41.2550.0382.00	Unemployment Comp	10,000	0	0.0%	10,000	0.0%	0	#######	
41.2550.0410.00	Supplies	10,000	7,408	74.1%	10,000	0.0%	0	35.0%	Office supplies, salt for snow control
41.2550.0465.00	Heat	7,000	4,120	58.9%	7,000	0.0%	0	69.9%	
41.2550.0466.00	Electric	5,000	0	n/a	5,000	0.0%	0	n/a	
41.2550.0470.00	Software	300	0	n/a	300	0.0%	0	n/a	Skyward yearly fee
41.2550.0540.00	Capital Outlay	0	0	n/a	0	n/a	0	n/a	line item moved to Non Capitalized Equipment
41.2550.0640.00	Dues & Fees	500	2,098	419.6%	500	0.0%	0	-76.2%	NAPT / IAPT /MCDTA dues
41.2550.0690.00	Awards/Incentives	21,000	7,762	37.0%	21,000	0.0%	0	170.5%	service awards, contractural safety bonus - "Driver/Attendant of the Year" program - Holiday lunch -End Of Year lunch - Pancake Breakfast
41.2550.0710.00	Non Capitalized Equipment & Parts	10,000			10,000				new equipment $500 - $4900
41.2552.0111.01	Operation Salaries	1,964,542	1,247,995	63.5%	2,023,478			62.1%	contractual raises -
41.2552.0111.02	Special Education Salaries	1,746,540	845,661	48.4%	1,798,936			112.7%	contractual raises
41.2552.0111.47	Field Trip Salaries	72,740	61,555	84.6%	74,922			21.7%	District 47 field trips
41.2552.0111.55	Field Trip Salaries	268,220	154,451	57.6%	276,267			78.9%	District 155 field trips
41.2552.0111.04	Field Trip - other salaries	36,000	(13,225)	-36.7%	36,000			-372.2%	billable from park district, ymca, girl scouts
41.2552.0111.05	Driver Training	50,000	64,789	129.6%	70,000	40.0%	20,000	8.0%	Initial training, individualized training; retraining; workshop
41.2552.0212.00	IMRF-Drivers/Attend	418,100	257,155	61.5%	450,500			75.2%	IMRF: 10.70% x $4,209,603.00
41.2552.0213.00	FICA-Drivers/Attend	249,300	149,146	59.8%	261,000			75.0%	FICA: 6.2% x $4,209,603.00

TJA Budget - FY 2018/2019

Account #	Name	FY 17/18 Budget	FY 17/18 Actual as of 03/31/2018	Actual/ Budget	FY 18/19 Budget	FY 18/19 Budget/FY 17/18 Budget	18/19 vs. 17/18 Budget	FY 18/19 Budget/ FY 17/18 Actual	Comments
41.2552.0214.00	Medicare - Drivers/Attend	58,500	34,881	59.6%	61,100			75.2%	Medicare: 1.45 x $4,209,603.00
41.2552.0222.00	HRA Drivers	380,000	216,241	56.9%	380,000	0.0%	0	75.7%	HRA, Term Insurance
41.2552.0240.00	Operations Physicals	26,000	16,905	65.0%	26,000	0.0%	0	53.8%	Annual Physicals; Randoms
41.2552.0310.00	Professional	4,800	0	n/a	2,000	-58.3%	(2,800)	n/a	
41.2552.0323.00	Repairs & Maintenance	10,000	2,461	24.6%	8,500	-15.0%	(1,500)	245.4%	
41.2552.0381.00	Bus, Fire & Liability	466,905	299,707	64.2%	466,905	0.0%	0	55.8%	Work Comp- $296,608.; Property/ Inland Marine - $3,286.; General Liability - $19,447.; EPLI - $8,750; Assurance Agency Umbrella - $14,500.; Auto,Gallagher Bassett - buses
41.2552.0410.00	Operations Supplies	25,000	11,029	44.1%	18,000	-28.0%	(7,000)	63.2%	bus cleaning supplies; paper towels; toilet tissue; coffee; I-PASS;
41.2552.0410.02	Special Ed/Safety Equipment	9,000	217	2.4%	9,000	0.0%	0	4047.5%	Safety budget & Special Ed budget combined
41.2552.0410.03	Field Trip Expenses	500	0	n/a	500	0.0%	0	n/a	Dist 47 & 155 - Tolls; Parking
41.2552.0410.04	Field Trip Expenses - other	0	0	n/a	0	n/a	0	n/a	Out of District - Meals; Tolls; Parking
41.2552.0464.00	Gas & Oil	590,000	320,499	54.3%	860,000	45.8%	270,000	168.3%	Based upon est 260,000 gals @ $3.25 including taxes, grease, washer fluid, transmission fluid, oil, coolant, DEF, etc, est $15,000.
41.2552.0540.00	Capital Outlay	1,100,000	531,852	48.4%	1,007,276	-8.4%	(92,724)	89.4%	12 New Full Size Buses
41.2552.0710.00	Non Capitalized Equipment & Parts		0						new equipment $500 - $4900
41.2554.0118.00	Maintenance Salaries	207,000	147,915	71.5%	214,760	3.7%	7,760	45.2%	Tim: $79,751 (salary) position; Toby: $47,390($22.78); Jim: $45,890($22.06); Ceferino: $35,412($17.02) + $5,200 OT
41.2554.0212.00	IMRF-Mechanics	21,600	15,971	73.9%	23,000	6.5%	1,400	44.0%	IMRF: 10.7% x $214,760
41.2554.0213.00	FICA - Mechanics	12,900	7,132	55.3%	13,316	3.2%	416	86.7%	FICA: 6.2% x $214,760
41.2554.0214.00	Medicare - Mechanics	3,050	1,668	54.7%	3,115	2.1%	65	86.8%	Medicare 1.45 x $214,760
41.2554.0222.00	Hospital Insurance - Mech	32,500	24,427	75.2%	33,800	4.0%	1,300	38.4%	659.00 x 4
41.2554.0323.00	Repairs & Maintenance	120,000	42,839	35.7%	100,000	-16.7%	(20,000)	133.4%	Towing; Major repairs, tires
41.2554.0339.00	Permits/License/Inspections	10,000	7,395	#NAME?	10,000	0.0%	0	35.2%	
41.2554.0410.00	Maintenance Supplies	200,000	193,949	97.0%	260,000	30.0%	60,000	34.1%	Shop-towels; belts; brakes, etc.
41.2554.0540.00	Capital Outlay	0	0	n/a	0	n/a	0	n/a	new equipment over $5000
41.2554.0710.00	Non Capitalized Equipment & Parts	44,000	43,672	99.3%	59,000	34.1%	15,000	35.1%	new equipment $500 - $4900
SUBTOTAL	**Expenditures**	**8,966,688**	**5,199,104**	**58.0%**	**9,470,882**	**5.6%**	**299,177**	**82.2%**	
41.1991.47	District 47 Revenue	5,380,013	4,557,199	**84.7%**	5,682,529	5.6%	302,516		
41.1991.55	District 155 Revenue	3,586,675	3,110,530	**86.7%**	3,788,353	5.6%	201,678		
	Other FT Revenue	36,000			36,000				
SUBTOTAL	**Revenues**	**8,966,688**	**7,667,728**		**9,470,882**		**504,194**		
TOTALS	**Revenue-Expenditures**	**$ -**	**$ (2,468,624)**		**$ -**		**$ (205,017)**		

MEMORANDUM OF UNDERSTANDING (MOU)

FOR TRANSPORTATION SERVICES IN THE EVENT OF EVACUATION

This agreement is between Crystal Pines Nursing and Rehabilitation (Care Facility) and Crystal Lake Elementary District 47 (Transportation Provider). The purpose of this MOU is to ensure that in the event of a natural or human generated disaster that calls for evacuation, the residents, staff and essential supplies may be evacuated and transported to safety.

Transportation Provider Name: Crystal Lake Elementary District 47
Address: 1204 South McHenry Avenue Crystal Lake Illinois 60014
Phone or Cell Phone: 815-455-0558 Fax: 815-459-9115
Contact Person: Penny Flemming Emergency #: 815-455-0558

Care Facility Name: Crystal Pines Nursing and Rehabilitation
Address: 335 Illinois Street
Phone or Cell Phone: 815-459-7791 Fax: 815-459-7680
Contact Person: Daniel Krug Emergency #: 815-440-8610

Transportation Provider agrees to:
Provide transportation for (number of evacuees): 130
Transport supplies and medical equipment: adequate to ensure safe transport for residents
Provide all necessary fuel in which cost will be reimbursed by the care facility
Provide licensed, insured drivers and vehicles. Use well-maintained vehicles, each with vehicle emergency kit.
Type of vehicles, capacity, number of seatbelts, special accommodations: School buses with and without mechanical lifts.

Additional Responsibilities: Crystal Pines agrees that transportation will be limited Monday – Friday 5:30-9:30 and 1:30-5:30 due to peak hours of student transportation.

Care Facility agrees to:
Account for people and supplies loaded, unloaded and keep record of such.
Be responsible for the well-being of residents and staff.

Additional Responsibilities: Crystal Pines Nursing and Rehabilitation agrees to reimburse the transportation company for any fuel used during the evacuation.

Care Facility and Transportation Provider agree to decide together on pick-up points and drop-off points.
Records of services by Transportation Provider will be kept by Penny Fleming Director of Transportation Crystal Lake Elementary District 47.

This agreement is effective upon signature of authorized persons from each party. This shall continue with or without modification until terminated. Modification(s) to this MOU shall be by same means as original execution.

Transportation Provider Representative Name (printed)	Title and Date
Signature	Agency/Organization (if any)
Daniel Krug	Administrator 3/8/16
Care Facility Representative Name (printed)	Title and Date
Daniel Krug	Crystal Pines Nursing and Rehabilitation
Signature	Name of Care Facility

You are invited to our Annual

TRANSPORTATION OPEN HOUSE

WHO: All incoming 2018-2019

KINDERGARTEN and EARLY CHILDHOOD students and their parents.

WHERE: Transportation Joint Agreement
1204 S. McHenry Ave.
Crystal Lake, IL

WHEN: Monday, August 6, 2018

SCHEDULED TIMES BY LAST NAMES:

A-F 9:00 - 10:00
G-L 10:00 - 11:00
M-R 11:00 - 12:00
S-Z 12:00 - 1:00



Come see Buster Bus and the Buster Show!



Meet the staff!

Take pictures in a school bus!

Check out our safety seats and safety equipment!

Take a bus ride with Mom & Dad!



Snacks!

Handouts for you and for mom & dad!

Come join us!

School Districts 47 & 155 dba
Transportation Joint Agreement



1204 S McHenry Avenue
Crystal Lake, IL 60014
Office (815) 455-0558
Fax (815) 459-9115

Penny Fleming CDPT, Director of Transportation
Collin McCormick, Assistant Director of Transportation & Safety
Maria Xanos, Administrative Assistant
Norma Urbina, Route Manager
Lisa Russo, Head Dispatcher
Yvonne Rhodes, Dispatcher
Timothy Oppenhagen, Shop Foreman

TO: TJA Advisory Board
FR: Collin McCormick
RE: Report from the Assistant Director
DT: April 27, 2018

7.0 Report from the Assistant Director

7.1 Crash Report: TJA has experienced 18 preventable and 12 non-preventable crashes to date. See attached report.

7.2 Workers Compensation Report: TJA has experienced 6 work related injuries to date. See attached report.

7.3 Training/April Meeting: For the April meeting we discussed several things including the results of the D155 investigation and October IDOT inspection. We also talked about upcoming events and other important information. See attached information.

7.4 Zonar Idle Report: Total Mechanical Hours amount to 98:35:28 and time when buses needed to be started due to cold weather added up to 456:07:57 so far for the 2017/2018 school year. Please see attached report.

7.5 Time Management Software: Proposal to upgrade our current software, "Attendance Enterprise," to a new version, "Attendance on Demand." Please see attached pricing sheets for additional information.

7.6 Routing School Year 2018/2019: The map upgrade for our routing software has been integrated into a new database and work has begun on cleaning up the routes. Currently we are looking for feedback on potentially combining middle school band routes and morning high school routes. Please see attached information.

Preventable Crash

Date	Vehicle #	Students (Y/N)	Description
9/7/2017	316	Y	While driving driving Westbound on Courtney Dr in Lakewood, IL the bus mirror struck a non-permanent basketball hoop. No damage to the bus. Minor scrapes on the basketball hoop. No injuries
9/29/2017	235	N	While checking the bus for students at Lundahl Middle School in Crystal Lake, the driver failed to set the parking brake and as a result, the bus rolled into bus 336. No injuries
10/25/2017	301	N	While moving the bus at a field trip, the driver struck a light pole. No students on board. No injuries. Moderate damage to the bus.
11/8/2017	325	Y	While traveling Westbound on IL Route 176, just past the intersection of Briarwood Rd in Crystal Lake, the bus struck a vehicle stopped in front of it and then veared into oncoming traffic striking another vehicle head on. No injuries to the students or bus driver, and non life-threatening injuries to the occupants of the other vehicles involved. Damage to all three vehicles was significant.
11/8/2017	242	Y	While traveling Northbound on Glenbrook Rd at the intersection of Old Westbury Rd in Crystal Lake, the bus made a left hand turn clipping another vehicle that was stopped facing eastbound on Old Westbury Rd. No injuries, Minor damage to the other vehicle and only minor scrapes to the school bus.
11/17/2017	235	N	While attempting to turn around on Chery Valley Rd in Woodstock, the driver backed into a mailbox causing it to break the wooden post. No damage to the bus, mailbox totalled, and no injuries.
2/5/2018	231	N	While attempting to turn around on Rolling Hills Dr at the intersection of Walnut Grove Ct in Lake in the Hills, IL, the driver backed into a mailbox. No damage to the bus, mailbox totalled, and no injuries.
2/6/2018	231	Y	While attempting to make a right hand turn at the intersection of Ridgewood Cir and Mason Ln in Lake in the Hills, IL, the driver struck the privacy gate. Minor scratches to the bus, no damage to the gate, and no injuries.
2/12/2018	231	Y	While leaving the St Thomas parking lot on Pierson St in Crystal Lake, IL, the driver slid on snow and hit a tree and a road sign. Minor damage do the bus, street sign totalled, and no injuries.
2/26/2018	326	Y	While attempting to maneuver between 2 parked vehilces on Midlane Dr in Crystal Lake, IL the bus struck the vehicle parked on the right side of the bus. Minor damage to both vehicles and no injuries.
3/23/2018	322	Y	While leaving Hannah Beardsley Middle School in Crystal Lake, IL, the rear of the bus struck a parked vehicle. Minor scratches on both vehicles and no injuries.
3/23/2018	329	Y	While traveling westbound on Lincoln St at the intersection of Monroe St in Lake in the Hills, IL, the driver failed to yield to a vehicle traveling northbound which struck the front left side of the bus. Minor damage to the bus, significant damage to the other vehice, and no injuries.
4/13/2018	235	N	While turning around in the Savers parking lot at 230 W Virginia St in Crystal Lake, IL, the bus struck a fire hydrant. Moderate damage to the bus and fire hydrant, and no injuries.
4/19/2018	285	Y	While attempting to do a 3-point turn on Tile Line Rd at the intersection of Midlane Dr in Crystal Lake, IL, the driver backed into a mailbox. No damage to the bus, significant damage to the mailbox, and no injuries.

Preventable Crash TJA Lot

Date	Vehicle #	Students (Y/N)	Description
9/6/2017	240	N	While attempting to park, the middle of the bus struck the fence gate and bollard shattering a passenger window and causing minor damage to the window frame. No injuries. Moderate damage to the bus. No damage to the gate. Minor bend in the bollard.
9/7/2017	235	N	While attempting to park bus 235, the driver misjudged and stuck the rear bumber of bus 237. No injuries. Minor scrapes to bus 235. Bumper damage to bus 237.
12/8/2017	359	N	While attempting to back bus 359 out of it's stall, the bus struck another bus, bus 279. Moderate damage to both vehicles. No injuries.
4/18/2018	362	N	While exiting the parking lot by the fuel pumps, the driver struck the fence. No damage to the fence or bus.

Non - Preventable Crash

Date	Vehicle #	Students (Y/N)	Description
9/11/2017	354	Y	Bus 354 was stopped northbound on Golf Course Rd near the intersection of Willow Tree Dr due to the red light on Golf Course Rd at the intersection of Ackman Rd, when a vehicle traveling the same direction struck the rear of the bus. No injuries. No damage to either vehicle.
9/29/2017	336	N	While checking for students at Lundahl Middle School, the bus was struck from behind by bus 235.
10/12/2017	Van 2	Y	Van was stopped at a red light, westbound on Highway 14 at the intersection of Pepper Rd in Lake Barrington, IL when a vehicle struck the van from the rear as a result of being struck by another vehicle in the rear. No injuries, Moderate damage to the van.
11/21/2017	278	Y	While traveling westbound on Woodstock St near the intersection of Pine Ct in Crystal Lake, IL, the bus struck a loose dog that ran underneath the bus. No injuries and no damage to the bus.
12/1/2017	264	N	While traveling northbound on Walkup near the intersection of Dvorak Dr in Crystal Lake, IL, a vehicle pulled out in front of the bus, striking the front end. Moderate damage to the bus, major damage to the other vehicle, and no injuries.
12/11/2017	285	N	Bus 285 was stopped in the eastbound left turn lane of US Highway 14 at the intersection of IL Route 176 in Crystal Lake IL, when a vehicle failed to stop, striking the rear of the bus. No injuries, minor damage to the bus, and signifiant damage to the other vehicle.
2/2/2018	265	Y	While stopped at the railroad tracks facing eastbound on E Crystal Lake Ave near the intersection of East St in Crystal Lake IL, the bus was struck in the rear by another vehicle. No damage to the bus, minor damage to the other vehicle, and no student injuries.
3/23/2018	279	Y	While traveling northbound on Wedgewood Dr in Crystal Lake, IL, the bus was struck by another vehicle exiting its driveway. No damage to the bus, minor paint transfer to the other vehicle, and no injuries.
4/17/2018	307	N	Bus 307 was stopped facing westbound on US Hyw 14 at the intersection of IL Rte 31 in Crystal Lake, IL, when a vehicle failed to stop, striking the rear of the bus. No injuries, minor damage to the bus, and significant damage to the other vehicle.
4/17/2018	313	Y	While loading the bus at Woods Creek Elementary School in Crystal Lake, IL, a vehicle backing out of a parking stall struck the rear left corner of the bus. No damage to the the bus, minor scratch on the other vehicle, and no injuries.
4/18/2018	327	Y	While traveling Westbound on IL Route 176 near the intersection of Evergreen Pkwy, the bus was rear-ended by another vehicle. No damage to the bus, significant damage to the other vehicle, and no injuries.
4/25/2018	278	Y	While traveling northbound on Fleming Rd at the intersection of Hidden Ln in Woodstock, IL, the bus struck a vehicle that was in the intersection. Moderate damage to the bus, major damage to the other vehicle, and no injuries.

Worker's Compensation

Date	Lost Time? Y/N		Return to work	Restrictions	Return Full Duty	Description
10/3/2017	Y		10/6/2017	NONE	10/6/2017	While exiting the bus, the attendant complained of pain in the right leg
10/13/2017	N		10/13/2017	Light Duty		As a result of an accident, the driver complained of back pain.
11/27/2017	N		11/27/2017	NONE	11/27/2017	A wheel chair fell on the attendants foot while attempting to move it.
2/2/2018	Y					As a result of an accident, the driver complained of back pain.
2/6/2018	Y		2/20/2018	NONE	2/20/2018	Driver complained that the driver seat was not comfortable and as a result it caused severe back pain.
4/3/2018	Y					Driver claims that when they were walking next to the fence, their right foot fell off the asphalt and caused their ankle to roll.

WORKER'S COMPENSATION

School Year	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Year Total	Still Open
2017/2018	0	0	0	2	1	0	0	2	0	1	0	0	6	4
2016/2017	0	1	2	2	2	0	2	1	0	1	2	0	13	6
2015/2016	0	0	2	0	0	1	1	0	0	0	0		4	0
2014/2015	0	0	2	0	3	0	3	1	0	2	1	0	12	0
2013/2014	0	0	0	1	2	3	0	3	2	1	0	0	12	2
2012/2013	0	0	1	3	0	0	1	3	2	2	0	1	13	0
2011/2012	0	0	1	1	0	1	0	2	0	0	0	0	5	0
2010/2011	0	0	1	0	2	1	1	0	0	1	2	1	9	0

Total Claims Remaining Open	12

CRASHES

School Year	Jul		Aug		Sep		Oct		Nov		Dec		Jan		Feb		Mar		Apr		May		Jun		TOTALS		
	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Total Annual Crashes
2017/2018	0	0	0	0	4	2	1	1	3	1	1	2	0	0	4	1	2	1	3	4	0	0	0	0	18	12	30
2016/2017	0	0	2	1	3	2	2	1	2	3	1	1	2	2	2	1	0	0	2	0	3	1	0	0	19	12	31
2015/2016	0	0	1	1	4	5	5	0	0	2	1	0	2	0	2	0	3	0	1	0	2	0	0	0	21	8	29
2014/2015	1	0	0	0	0	0	3	2	1	1	1	0	3	4	0	0	1	2	2	2	1	2	0	0	13	13	26
2013/2014	0	0	0	0	0	0	2	2	3	1	0	2	0	0	2	2	1	2	1	1	0	1	0	0	9	11	20
2012/2013	0	0	0	0	1	3	5	1	1	0	2	0	3	1	2	1	1	2	2	1	0	0	0	0	17	9	26
2011/2012	0	0	3	1	4	3	1	0	0	1	0	1	3	2	4	1	1	0	0	1	1	0	0	0	17	10	27
Total/Month	1		9		31		26		19		12		22		22		16		20		11		0				

School Districts 47 & 155 dba

Transportation
Joint
Agreement



1204 S McHenry Avenue
Crystal Lake, IL 60014
Office (815) 455-0558
Fax (815) 459-9115

Penny Fleming CDPT, Director of Transportation
Collin McCormick, Assistant Director of Transportation and Safety
Kathy Johnson, Administrative Assistant
Norma Urbina, Route Manager
Lisa Russo, Head Dispatcher
Yvonne Rhodes, Dispatcher
Timothy Oppenhagen, Shop Foreman

Mandatory Driver/Attendant Meeting

Regular Education Drivers – April 5, 2018 @ 9:30am
Special Education Drivers, Sub Drivers, and Attendants – April 6, 2018 @ 9:30am

Agenda:

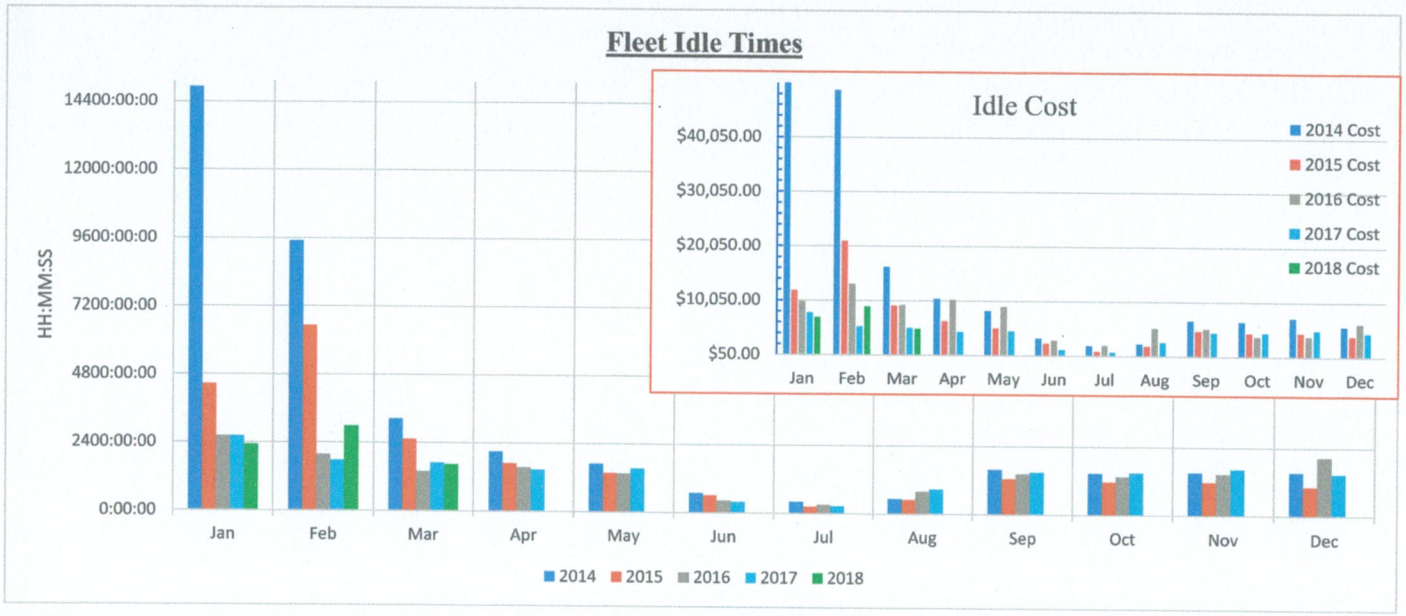
1.0 Welcome / Announcements
2.0 Mailboxes
3.0 Prom
4.0 D155 TJA Investigation
5.0 Pre-Trip Inspection
6.0 Evaluations
7.0 Student Management
8.0 Spring Sports / Routes
9.0 Map Upgrade 18/19
10.0 Time Clock
11.0 Field Trip Tickets

Mandatory meetings: Refer to page 11 of the TJA Driver/Attendant handbook.
Please remember - children are not allowed at TJA meetings.

If you cannot attend this meeting, please complete the following and return it to Penny or Collin.

Name:_____

Reason for non-attendance:_____



Idling Data

	Idle Times					Idle Cost					Cost of Fuel per Gallon				
Month	2014	2015	2016	2017	2018	2014 Cost	2015 Cost	2016 Cost	2017 Cost	2018 Cost	2014 Fuel	2015 Fuel	2016 Fuel	2017 Fuel	2018 Fuel
Jan	14919:00:00	4451:27:01	2618:44:27	2623:14:43	2337:01:01	$71,613.20	$11,885.37	$9,898.84	$7,855.57	$6,998.43	$3.20	$1.78	$2.52	$1.99	$1.99
Feb	9499:59:27	6530:08:48	1979:43:32	1777:39:24	2982:07:37	$48,734.95	$20,961.77	$13,066.19	$5,323.37	$8,930.28	$3.42	$2.14	$2.52	$1.99	$1.99
Mar	3241:07:57	2521:38:59	1394:39:18	1698:53:28	1637:50:47	$16,238.07	$9,115.76	$9,204.72	$5,087.50	$4,904.69	$3.34	$2.41	$2.52	$1.99	$1.99
Apr	2096:35:04	1681:56:46	1556:19:24	1471:21:26		$10,440.99	$6,357.76	$10,271.73	$4,406.13		$3.32	$2.52	$2.52	$1.99	
May	1696:36:20	1375:56:21	1357:36:14	1534:23:19		$8,220.05	$5,090.51	$8,960.19	$4,594.88		$3.23	$2.52	$2.52	$1.99	
Jun	684:19:17	612:56:20	440:55:07	396:37:28		$3,289.14	$2,316.91	$2,910.06	$1,187.73		$3.22	$2.52	$2.52	$1.99	
Jul	412:06:08	242:54:29	314:46:45	261:45:25		$1,978.09	$918.19	$2,077.54	$783.86		$3.20	$2.52	$2.52	$1.99	
Aug	544:59:10	503:25:29	794:48:55	868:41:49		$2,313.47	$1,902.95	$5,245.78	$2,601.40		$3.08	$2.52	$2.52	$1.99	
Sep	1586:11:38	1261:52:59	1434:28:18	1494:55:45		$6,639.68	$4,769.92	$5,142.58	$4,476.71		$3.05	$2.52	$2.39	$1.99	
Oct	1468:59:09	1163:31:30	1364:03:37	1495:49:54		$6,436.45	$4,398.12	$3,744.35	$4,479.42		$2.92	$2.52	$1.83	$1.99	
Nov	1523:24:12	1175:05:08	1469:43:27	1637:03:49		$7,152.38	$4,441.82	$3,835.98	$4,902.35		$3.13	$2.52	$1.74	$1.99	
Dec	1532:44:46	1026:42:26	2064:51:13	1482:11:57		$5,632.84	$3,880.95	$6,182.17	$4,438.59		$2.45	$2.52	$1.99	$1.99	
Total	39206:03:08	22547:36:16	16790:40:17	16742:38:27	6956:59:25	$188,689.31	$76,040.03	$80,540.13	$50,137.51	$20,833.40	$3.13	$2.42	$2.34	$1.99	$1.99
											Average Annual Fuel Cost				

17/18 TOTAL HOURS	MECHANICAL	COLD START	17/18 DRIVER HOURS
13935:42:39	98:35:28	456:07:57	13380:59:14

MIDWEST TIME RECORDER

Employee Time • Labor • Attendance Management

Transportation Joint Agreement

Subscription Pricing
(Web (SaaS) Hosted / Attendance on Demand)

	Unit	Qty	Amount
Time Clock Options			
Hand Punch Time Clock HTTP Internet Webnet Kit	$700.00	2	$1,400.00
Allowance, SPR-WB344	($75.00)		($150.00)
Replace Dispatch PIN-Badge Reader with New ID Punch 9 Bar Code Reader	$700.00	1	$700.00
Allowance, SPR-IT322	($100.00)		($100.00)
Clock In/Out on Computer (included with ESS (see below)			
Implementation			
Migrate Attendance Enterprise Database			included
Basic Service, Database Migration , Configure Standard Browser UI			$1,200.00
- Employee Self Service - ESS / ESS Mobile Configuration , User Training			included
- Manager Self Service - MSS / MSS Mobile Configuration , User Training			included
Service Level Agreement (SLA)			
Software Support Services			included
Software Version Program Update Subscription			included
(Premium: Version to Version)			included
Time Clock Equipment			
Support Services	$350.00	3	$1,050.00
Allowance, Current Paid Year SLA			($1,585.00)
		Start Up Costs	$2,515.00

Note: Applicable Taxes, Freight/Handling Added to Invoice

MIDWEST TIME RECORDER

Employee Time • Labor • Attendance Management

Transportation Joint Agreement

Subscription Pricing
(Web (SaaS) Hosted / Attendance on Demand)

Attendance On Demand Web Services , Per Active Employee / Per Month		Unit	Count	Amount
Basic Service				
Per Active Employee License, Time and Labor 5 Manager Software Login Accounts Report Writer		$1.85	160	$296.00
Additional Items				
Time Clock Communications Link		$8.00		
Additional Manager Software Login Accounts		$8.00		
Mobile Suite Employee Self Service Workstation (ESS) ESS Mobile With GPS Mobile Manager Seeker *(text & phone line fees are not included)*	x	$0.30	160	$48.00
Kiosk		$0.20		
Automatic Paid Time Off Accural Calculation		$0.30		
Leave Management		$0.20		
Incidents & Points		$0.50		
Budgeted Scheduling / Reporting		$0.70		
Seeker / Text Self Service Data Plan		$90.00		

Estimated Monthly Services (based on employee counts shown) $344.00

Note: Applicable Taxes, Freight/Handling Added to Invoice

MIDWEST TIME RECORDER

Employee Time • Labor • Attendance Management

Transportation Joint Agreement

Perpetual License Pricing

(Purchase) Client Hosted / Attendance Enterprise v2.3

		Unit	Qty	Amount
Basic Service				
Employee License Counts		$28.00	200	$5,600.00
(Licenses are sold in blocks of 50)				
Per Employee License, Time and Labor				
5 User Accounts				
License Upgrade Allowance				($1,000.00)
Additional Modules				
Additional User Accounts		$150.00		
Employee Self Service (ESS)	x	$7.00	200	$1,400.00
ESS Mobile Without GPS				
** Manager Mobile is not availble**				
Kiosk		$3.00		
Automatic Paid Time Off Accural Calculation		$7.00		
Leave Management		$3.00		
Incidents& Points		$14.00		
Coverage Budgets		$14.00		
Report Writer		$3.00		
Quickbooks Payroll Interface		$4.75		
Time Clock Equipment				
Use Existing Time Clocks				
Engineering Services				
Software & License Installation				$375.00
Implementation				
Basic Service , Standard Database Configuration, User Training				$1,200.00
- Employee Self Service - ESS / ESS Mobile Configuration , User Training				included
- Manager Self Service - MSS / MSS Mobile Configuration , User Training				included
* "Complex" Core Module Configuration				TBD
* Additional Module Configuration				TBD
Annual Service Level Agreement				
Software Support Services				
Core Module				$800.00
Software Version Program Update Subscription				
(Standard : Version to Version)		$490.00		
(Premium : Version to Version)		$1,330.00	1	$1,330.00
Time Clock Equipment		$350.00	3	$1,050.00
Allowance, Current Paid Year SLA				($1,585.00)
Note: Customer Responsible for all IT Server(s) and SQL Requirements				Cost TBD
Note: Applicable Taxes, Freight/Handling Added to Invoice			Sub Total	$9,170.00
			Start Up Costs	**$9,170.00**
			Year 2 Service Agreement	$3,180.00

TJA Routing Efficiencies 2018/2019

Combining Middle School Band and High School Routes

Currently we have 8 Hannah Beardsley, 5 Lundahl, and 7 Bernotas Middle School band routes, for a total of 20 buses, that are traveling through neighborhoods during the same time as regular High School morning routes. The high school students are currently being dropped off at their schools early enough that we could accommodate dropping off the middle school band students at their middle schools prior to dropping off at the high schools. By combining the middle school band students with the high school routes, we can reduce the number of buses on the road which would reduce liability, save us time, and save us money. There may still be a need for a select few "Band-Only" routes due to the location of some of the middle school students. This would not affect Cary Grove High School since we do not transport any middle school students in that area.

Fleet Size and Middle School Dual Language

With the current number of students being transported on our middle school routes, and the location of the students, it is unlikely that we will be able to reduce the number of buses needed at this time. What this means, is that in order to accommodate another Dual Language program, we will need to increase the number of buses. Because there is a large number of student currently being transported out of their home school boundary, it causes us have longer routes with fewer students on board. This then causes the rest of the routes to be loaded heavily so that the buses can make it to their next school on time. Lundahl Middle School, for example, currently has 13 regular ed buses that transport the students, and the route with the most students on board is 68. The best case scenario for middle school and high school routes should be 48 students per route which would be 2 to a seat. Due to the size of the students, having large numbers can be: uncomfortable, difficult to maintain student discipline, and most importantly, it increases the likelihood of injury in the event of an accident. Re-drawing the routes will assist us with our current scheme, without Dual Language at Lundahl, but will not decrease the number of buses needed to transport the students.

Map Upgrade

The map upgrade for VersaTrans, our routing software, has been completed. We are now currently re-drawing the routes so that we can begin making them more efficient for the next school year. Along with recreating the routes, we are also introducing "Route Sets," which will allow us to group the routes together in the most efficient way possible. The goal of this process is to eliminate the issues we currently have with drivers having different routes in the morning and afternoon and where they start and end in relation to the next school. Keeping the drivers on the same route morning and afternoon will be safer, will help with student discipline, and will be more efficient. The new route sets will service the same areas for all three levels which means there will be a higher chance that the driver will have the same students from Kindergarten through 12th grade.

School Districts 47 & 155 dba

Transportation

Joint

Agreement



1204 S McHenry Avenue
Crystal Lake, IL 60014
Office (815) 455-0558
Fax (815) 459-9115

Penny Fleming CDPT, Director of Transportation
Collin McCormick, Assistant Director of Transportation and Safety
Kathy Johnson, Administrative Assistant
Norma Urbina, Route Manager
Lisa Russo, Head Dispatcher
Yvonne Rhodes, Dispatcher
Timothy Oppenhagen, Shop Foreman

Agenda

Transportation Joint Agreement: Advisory Board
Wednesday, June 6, 2018 @ 1:00 p.m.

1.0 Call to Order

2.0 Roll Call

3.0 Approval of Minutes of Previous Meeting

4.0 Correspondence

5.0 Citizen Input

6.0 Report from the Director
- 6.1 Financial Reports
- 6.2 Personnel
- 6.3 Fuel
- 6.4 Leach Trailer Update
- 6.5 Proposed 2018/2019 TJA Budget
- 6.6 TJA Advisory Board Meeting Schedule for 2018/2019

7.0 Report from the Assistant Director
- 7.1 Crash Report
- 7.2 Worker's Compensation Report
- 7.3 Time Management Software

8.0 Executive Session for the Purpose of Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body 5ILCS 120//2(c)(1), Negotiating Matters 5 ILCS 120/2(c)(2), and Litigation 5ILCS 120/2(c)(11).

9.0 Any other matters that come before the board

10.0 Adjournment

Minutes of the TJA Advisory Committee
Wednesday, May 2, 2018

1. **Call to Order:** The meeting of the TJA Advisory Committee was called to order by Penny Fleming at 1:05 p.m. at the TJA office, 1204 S McHenry Avenue, Crystal Lake, Illinois, 60014.
2. **Roll Call:** Present, Mr. Fetzner, Mrs. Palsgrove, Mrs. Nelson, Mr. Seacrest, and Mr. Davis.

   Absent: None
3. **Approval of Minutes:** Mrs. Nelson moved, and was seconded by Mr. Seacrest to approve the regular session minutes. Motion passed unanimously.
4. **Correspondence:** None
5. **Citizens Input:** None
6. **Report from the Director:**

   6.1 Financial Reports – As of March 31, 2018, TJA's budget is at 57.98% of monies spent.

   6.2 Personnel – TJA is looking to fill 10 to 11 open driving positions.

   6.3 Fuel – TJA has currently used 202,722 gallons of fuel.

   6.4 Fuel Bid – Gas Depot, Inc is the lowest responsible bidder for the fuel bid. Ms. Fleming contacted references and all had positive reviews. Mr. Fetzner moved to approve the bidder, and Mr. Secrest second. The bidder was accepted and approved by all present.

   6.5 Parking Lot Bid – SKC Construction, Inc is the lowest responsible bidder for the parking lot bid. Mrs. Palsgrove moved to approve option 1 of the fuel bid and Mr. Davis second. The bidder was accepted and approved by all present.

   6.6 Bus Trades – At the March 7, 2018 Advisory Board meeting, TJA proposed to keep 6 of the allotted trade buses in order to accommodate added District 47 programs. It was mentioned that TJA ask the bus dealer if it is possible to trade the buses later in the event that the 6 additional buses are not needed. Mrs. Nelson moved to approve increasing the fleet by retaining 6 trade buses and Mrs. Palsgrove second. The motion was accepted and approved by all present.

   6.7 Leach Trailer Update – The Leach trailer needs to be replaced. Mrs. Nelson recommended that TJA look into extending the length of the lease. Mr. Secrest suggested that the vendor could eliminate the removal fee as part of the extension agreement. Mr. Davis moved to approve the lease of a new trailer and Mrs. Palsgrove seconded. The motion was accepted and approved by all present.

   6.8 First Draft – Ms. Fleming presented a First Draft TJA Budget for the FY2019. The budget accounts for new bus purchases, parking lot repairs, upgrade to payroll system and new Leach trailer. TJA is still waiting on figures for insurances.

   6.9 Emergency Transportation Services for Crystal Pines Nursing Home – Crystal Pines Nursing Home reached out to TJA requesting services in the event of an emergency evacuation. It was decided that TJA look into the liability factors and to contact the insurance company for possible implications. The board decided that it would not be a good idea at this time to agree to such a service.

   6.10 Transportation Open House – The Transportation Open House is scheduled for Monday August 6, 2018 and is open to all Kindergarten and Early Childhood students and their families. The event will be from 9:00 a.m. to 1:00 p.m.

   6.11 End of Year Picnic / Driver Recognition – The End of the Year Picnic will be held on June 1, 2018 and is open to Advisory Board members, School Board members and Superintendents. The event will be from 11:00 a.m. to 1:00 p.m.

7. **Report from the Assistant Director:**

   7.1 Crash Report – TJA has experienced 18 preventable and 12 non-preventable crashes to date.

   7.2 Worker's Compensation Report – TJA has experience 6 work related injuries to date.

   7.3 Training / April Meeting – TJA currently has one driver in training. For the April meeting we discussed the results of the District 155 investigation on TJA and the October IDOT Inspection. We also talked about upcoming events and other important information.

   7.4 Zonar Idle Report – Mechanical hours increased due to the number of cold days this year. The costs associated with idling this year are down significantly due to the cost of fuel. Times remain close to average.

   7.5 Time Management Software – TJA recommends updating the time management software that is currently being used. Added benefits include; a more user friendly interface for managing payroll, access for employees to help keep them informed. It was recommended that TJA look into possibly extending the service agreement and to find out how long the data would be available for access. This Item has been tabled until the next meeting in June.

   7.6 Routing School Year 2018/2019 – The map upgrade has been integrated into our routing software. Mr. McCormick provided some goals towards becoming more efficient. TJA recommends that we combine Middle School Band Routes with High School Routes in the morning in an effort to reduce the amount of buses that are traveling in neighborhoods at the same time. Mrs. Nelson moved to approve the combining of middle school band routes with high school routes for the 2018/2019 school year and Mr. Davis seconded. The motion was accepted and approved by all present.

8. **Executive Session:** EXECUTIVE SESSION FOR THE PURPOSE OF THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY 5ILCS 120/2(C)(1) AND COLLECTIVE NEGOTIATING MATTERS BETWEEN THE PUBLIC BODY AND ITS EMPLYEES 5 ILCS 120/2(C)(2).

9. **Any other matters that come before the board:** None

10. **Adjournment:** Mrs. Nelson moved, seconded by Mr. Davis to adjourn. All ayes, motion carried at 3:25 p.m.

Next meeting: June 6, 2018 @ 1:00 p.m.
Submitted by: Collin McCormick

May 22, 2018

TJA BUS BIZ

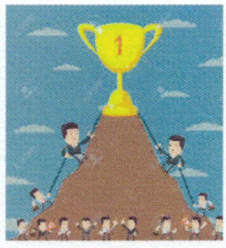


Calendar : May 23rd – Last Day – D155
May 28th – No School – Memorial Day
June 1st – Last Day – D47 Early Release

End of Year Picnic and Awards Ceremony

Friday, June 1st - 11:00 – 1:00 @ TJA

We will begin presenting service awards at 11:45, followed by the presentation of the Employee of the Year winner!





It's a very close race. Who's in the top 10? Who will be the BIG WINNER??? Come find out. It could be you!!

NOW HIRING – SCHOOL BUS DRIVERS

TJA is currently hiring to fill open School Bus Driver positions. Some of our best people were referred to us by other TJA employees. If you refer someone, you will received a $250.00 referral bonus after that person completes their 90 day probationary period.



IMPORTANT INFORMATION

SUMMER SCHOOL BIDDING

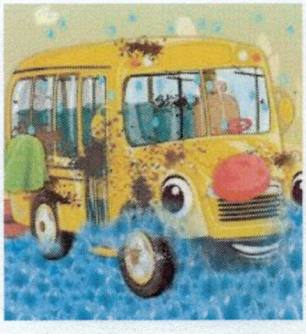
May 24th @ 1:00 – Reg Ed Routes come down

May 25th @ 9:00 – Special Ed Bid Meeting
Drivers & Attendants

Regular Ed routes have been posted. Some Spec Ed routes are on the board and as more information comes in, we will continue to post the routes. There is a very short window of time to review the posted routes. Be sure to check the board several times a day up until the Reg Ed bids come down and until the Spec Ed Bid meeting for Spec Ed routes.

An availability list for summer has been posted. If you wish to receive calls when extra work is available, please be sure to sign the list. Only names on the list will be called for summer work.

A bus washing list is posted for summer bus washing. Everyone who signs will be awarded this work.



Message from the Director

Penny Fleming

As the school year is coming to a close, I would like to take a moment to reflect and recognize the wonderful staff at TJA. It's no secret that we have crossed a few stumbling blocks along the road this year, and on top of that we have experienced a year-long driver shortage, all of which adds another layer to your day to day duties. Through all of this I am amazed at and grateful for all the wonderful things I've seen in our people.

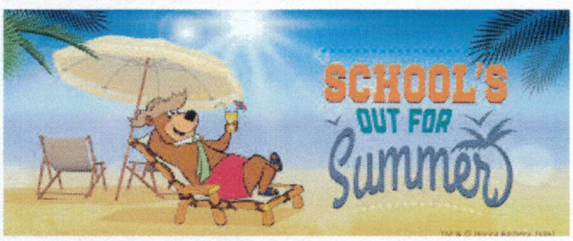
You know the saying "when the going gets tough, the tough get going", well that is exactly what you have done. Your dedication and strength shined through when you took that extra route, changed your schedule so that you could help with another assignment, switched routes to help us get the day covered and turned back a scheduled day off because you knew we needed the help. You shined when you helped a child and when a parent called and said "I want to tell you about my child's bus driver, she/he has done a wonderful job……". Bus washers, Open House workers, Leach supply stockers & mail delivery, prom drivers, trip drivers, regular ed & special ed. drivers and attendants, you all made a difference. Some of you even learned how to handle a service dog this year. You shined when you delivered our students to school and home again every day in a safe and courteous manor.

To our office staff, your hard work does not go unnoticed. Covering routes on a daily basis is truly one of the most difficult tasks given the shortage of staff. You have done a wonderful job of making each day work. To the office staff that drove or covered the dispatch desk and phones to help out, you made a difference.

To the team of technicians in the shop, you are the ones that keep us rolling. Your dedication and expertise is what makes you shine.

My sincerest thanks to each of you for the job you've done this year. I wish all of you a happy and sunny summer. May you find time for a vacation or staycation. Either way, take some time to relax with family and friends.





Electronic News Letter: If you would like for your newsletter to be sent electronically instead of a paper copy, please send your request to me at psfleming@d47.org

DON'T FORGET TO CLEAN OUT YOUR BUS

Please sweep and clean out your bus. Make sure that all personal items and other items are out of the bus. Everything will be removed and disposed of when cleaning buses this summer.

School Districts 47 & 155 dba

Transportation

Joint

Agreement



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Norma Urbina, Route Manager
Lisa Russo, Head Dispatcher
Yvonne Rhodes, Dispatcher
Michael Wiley, Transportation Specialist
Timothy Oppenhagen, Shop Foreman

TO: TJA Advisory Board
FR: Penny Fleming
RE: Report from the Director
DT: June 1, 2018

6.0 Report from the Director

6.1 Financial Reports: TJA's budget is at 64.16% of monies spent as of April 30, 2018. Please see attached report.

6.2 Personnel: TJA needs to fill 17 – 20 driving positions to start the school year. Report attached.

6.3 Fuel: Fuel consumption is at 225,256 gallons to date. Report attached.

6.4 Leach Trailer Update: New challenges have surfaced regarding the replacement of the Leach trailer. The current trailer is owned, were as we have proposed leasing a new trailer. This has resulted in issues that need to be resolved surrounding installation and service of the holding tank as well as the electric that was installed for outside lighting and bus plug-in outlets. Further discussion is needed.

6.5 Proposed 2018/2019 TJA Budget: See attached.

6.6 TJA Advisory Board Meeting Schedule for 2018/2019: See attached.

2017-2018 **Transportation Joint Agreement - Monthly Board Bills**

Account # & Name	Dist. #	April	May	June	Total		Budget 2017-2018	% of Budget	Account Total
41.2550.0111.00	47	4,850.55			48,875.64				
Salary - Director of Trans.	155	2,972.92			31,549.42	80,425.06	85,490.00	94.08%	$ 80,425.06
41.2550.0111.06 Salary	47	2,961.70			30,412.16				
Asst. Director/Safety Mngr	155	1,815.24			19,632.03	50,044.19	62,250.00	80.39%	$ 50,044.19
41.2550.0111.07	47	2,319.99			23,873.45				
Salary-Routing Manager	155	1,421.93			15,416.71	39,290.16	51,875.00	75.74%	$ 39,290.16
41.2550.0111.09	47	2,337.27			22,877.20				
Salary - Admin. Assistant	155	1,432.52			14,593.85	37,471.05	46,318.00	80.90%	$ 37,471.05
41.2550.01118.10	47	2,032.51			21,072.77				
Salary -Head Dispatcher I	155	1,245.73			13,642.66	34,715.43	50,217.00	69.13%	$ 34,715.43
41.2550.0111.11	47	1,927.58			19,835.42				
Salary - Dispatcher II	155	1,181.42			12,809.08	32,644.50	48,311.00	67.57%	$ 32,644.50
41.2550.0212.00	47	1,618.18			17,487.52				
I.M.R.F. - Office	155	991.78			11,286.78	28,774.30	35,825.00	80.32%	$ 28,774.30
41.2550.0213.00	47	1,013.97			9,994.53				
F.I.C.A. - Office	155	621.47			6,447.11	16,441.64	21,360.00	76.97%	$ 16,441.64
41.2550.0214.00	47	237.13			2,337.37				
Medicare - Office	155	145.34			1,507.77	3,845.14	4,995.00	76.98%	$ 3,845.14
41.2550.0222.00	47	2,508.53			29,151.56				
Hospital Insurance - Office	155	1,537.49			18,766.17	47,917.73	60,000.00	79.86%	$ 47,917.73
41.2550.0310.00	47	4,414.70			34,376.30				
Professional	155	2,705.78			21,975.36	56,351.66	103,000.00	54.71%	$ 56,351.66
41.2550.0317.00	47				4,649.00				
Audit	155				3,401.00	8,050.00	8,100.00	99.38%	$ 8,050.00
41.2550.0318.00	47				-				
Legal	155				-	-	1,000.00	0.00%	$ -
41.2550.0321.00	47	271.91			2,406.39				
Garbage/Extermination	155	166.65			1,568.57	3,974.96	5,000.00	79.50%	$ 3,974.96
41.2550.0323.00	47	1,231.64			19,126.36				
Repairs & Maintenance	155	754.88			10,316.08	29,442.44	70,000.00	42.06%	$ 29,442.44
41.2550.0325.00	47	1,525.67			15,061.67				
Leases	155	935.09			9,681.81	24,743.48	34,000.00	72.77%	$ 24,743.48
41.2550.0332.00	47	1,950.59			2,163.20				
Travel & Meeting	155	1,195.53			1,347.78	3,510.98	9,000.00	39.01%	$ 3,510.98
41.2550.0333.02	47	2,040.25			11,050.25				
Special Ed Cabs	155	4,183.75			21,019.75	32,070.00	28,000.00	114.54%	$ 32,070.00
41.2550.0234.00	47				-				
Health Ins Exchange	155				-		20,000.00	0.00%	$ -
41.2550.0341.00	47	1,089.05			10,420.81				
Telephone	155	667.48			6,631.11	17,051.92	23,000.00	74.14%	$ 17,051.92
41.2550.0342.00	47	9.91			1,966.79				
Postage	155	6.08			591.45	2,558.24	6,500.00	39.36%	$ 2,558.24
41.2550.0351.00	47				24.22				
Legal Notices	155				15.48		500.00	7.94%	$ 39.70
41.2550.0370.00	47	37.24			256.10				
Water & Sewer	155	22.82			192.66	448.76	950.00	47.24%	$ 448.76
41.2550.0382.00	47				22.71				
Unemploy. Compensation	155				(22.70)	0.01	10,000.00	0.00%	$ 0.01
41.2550.0410.00	47	824.98			5,631.19				
Supplies	155	505.64			3,107.51	8,738.70	10,000.00	87.39%	$ 8,738.70
41.2550.0465.00	47	414.28			2,964.03				
Heat	155	253.91			1,824.08	4,788.11	7,000.00	68.40%	$ 4,788.11

Account # & Name	Dist. #	April	May	June	Total		2017-2018	% of Budget	Account Total
41.2550.0466.00	47				-				
Electric	155				-		5,000.00	0.00%	$ -
41.2550.0470.00	47				-				
Software	155				-		300.00	0.00%	$ -
41.2550.0540.00	47				-				
Capital Outlay	155				-		-	#DIV/0!	$ -
41.2550.0640.00	47				1,234.64				
Dues & Fees	155				863.59	2,098.23	500.00	419.65%	$ 2,098.23
41.2550.0690.00	47	78.80			4,968.63				
Awards & Incentives	155	48.29			2,920.07	7,888.70	21,000.00	37.57%	$ 7,888.70
41.2552.0710.00	47				-				
Non-Capitalized Equip	155				-	-	10,000.00	0.00%	$ -
41.2552.0111.01	47	118,584.71			1,007,675.50				
Operations Salaries	155	46,116.27			405,020.07	1,412,695.57	1,964,542.00	71.91%	$ 1,412,695.57
41.2552.0111.02	47	53,005.19			520,649.34				
Special Education Salaries	155	43,367.88			421,384.62	942,033.96	1,746,540.00	53.94%	$ 942,033.96
41.2552.0111.47	47	6,556.14			68,111.47				
Field Trip Salaries					-	68,111.47	72,740.00	93.64%	$ 68,111.47
41.2552.0111.55					-				
Field Trip Salaries	155	14,972.19			169,423.43	169,423.43	268,220.00	63.17%	$ 169,423.43
41.2552.0111.04	47	(224.95)			(7,126.54)				
Field Trip - Other Salaries	155	(137.88)			(6,460.82)	(13,587.36)	36,000.00	-37.74%	$ (13,587.36)
41.2552.0111.05	47	310.84			39,287.40				
Driver Training	155	190.51			26,002.81	65,290.21	50,000.00	130.58%	$ 65,290.21
41.2552.0212.00	47	17,882.66			171,623.70				
I.M.R.F. - Drivers/Attend	155	10,960.34			114,374.24	285,997.94	418,100.00	68.40%	$ 285,997.94
41.2552.0213.00	47	10,470.07			99,680.09				
F.I.C.A. - Drivers/Attendants	155	6,417.14			66,353.34	166,033.43	249,300.00	66.60%	$ 166,033.43
41.2552.0214.00	47	2,448.65			23,312.20				
Medicare - Drivers/Attendant	155	1,500.79			15,518.09	38,830.29	58,500.00	66.38%	$ 38,830.29
41.2552.0222.00	47	16,369.14			144,879.92				
HRA - Drivers	155	10,032.70			97,762.42	242,642.34	380,000.00	63.85%	$ 242,642.34
41.2552.0240.00	47	1,134.60			11,886.53				
Operations - Physical	155	695.40			6,848.47	18,735.00	26,000.00	72.06%	$ 18,735.00
41.2552.0310.00	47				22.23				
Professional	155				(22.23)	-	4,800.00	0.00%	$ -
41.2552.0323.00	47				1,442.76				
Repairs & Maintenance	155				1,017.74		10,000.00	24.61%	$ 2,460.50
41.2552.0381.00 Insurance	47				172,154.57				
Bus, Fire & Liability	155				127,552.43	299,707.00	466,905.00	64.19%	$ 299,707.00
41.2552.0410.00	47	3,251.28			10,001.83				
Operations Supplies	155	1,992.72			6,271.39	16,273.22	25,000.00	65.09%	$ 16,273.22
41.2552.0410.02	47				121.30				
Special Ed Equip	155				95.30		9,000.00	2.41%	$ 216.60
41.2552.0410.03	47				-				
Field Trip Expenses	155				-		500.00	0.00%	$ -
41.2552.0410.04	47				-				
Field Trip Expenses - Other	155				-		-	0.00%	$ -
41.2552.0464.00	47	20,493.37			210,415.80				
Gas & Oil	155	12,560.46			143,137.32	353,553.12	590,000.00	59.92%	$ 353,553.12
41.2552.0540.00	47				265,926.00				
Purchase - New Bus/Radios	155				265,926.00	531,852.00	1,100,000.00	48.35%	$ 531,852.00
41.2552.0710.00	47				-				
Non-Capitalized Equip	155				-	-		#DIV/0!	$ -

Account # & Name	Dist. #	April	May	June	Total		2017-2018	% of Budget	Account Total
41.2554.0118.00	47	9,617.71			99,307.56				
Maintenance Salaries	155	5,894.72			64,120.02	163,427.58	207,000.00	78.95%	$ 163,427.58
41.2554.0212.00	47	1,020.44			10,703.68				
I.M.R.F. - Mechanics	155	625.43			6,913.16	17,616.84	21,600.00	81.56%	$ 17,616.84
41.2554.0213.00	47	465.39			4,789.80				
F.I.C.A. - Mechanics	155	285.24			3,092.56	7,882.36	12,900.00	61.10%	$ 7,882.36
41.2554.0214.00	47	108.84			1,120.21				
Medicare - Mechanics	155	66.71			723.29	1,843.50	3,050.00	60.44%	$ 1,843.50
41.2554.0222.00	47	1,695.22			16,541.46				
Hospital Insurance - Mech	155	1,039.00			10,619.54	27,161.00	32,500.00	83.57%	$ 27,161.00
41.2554.0323.00	47	2,663.15			29,009.78				
Repairs & Maintenance	155	1,632.25			18,124.86	47,134.64	120,000.00	39.28%	$ 47,134.64
41.2554.0339.00	47	438.96			4,878.96				
Permits/Licences/Inspections	155	269.04			3,224.04	8,103.00	10,000.00	81.03%	$ 8,103.00
41.2554.0410.00	47	24,227.23			141,434.76				
Maintenance Supplies	155	14,848.94			91,590.29	233,025.05	200,000.00	116.51%	$ 233,025.05
41.2554.0540.00	47	12,234.78			12,234.78				
Capital Outlay	155	12,234.78			12,234.78	24,469.56	-	#DIV/0!	$ 24,469.56
41.2554.0710.00	47	2,455.92			24,291.73				
Non-Capitalized Equip	155	2,455.92			24,291.73	48,583.46	44,000.00	110.42%	$ 48,583.46
Total		$ 553,738.06	$ -	$ -	$ 5,752,840.80		$ 8,966,688.00	64.16%	$ 5,752,840.80
Sub Total District 47		340,905.77	-	-	3,426,616.73		$ 3,213,847.20		
Sub Total District 155		212,832.29	-	-	2,326,224.07				
Other Field Trip Billed									
Total District 47		224.95	-	-	7,126.54				
Total District 155		137.88	-	-	6,460.82				
Total District 47		341,130.72	-	-	3,433,743.27				
Total District 155		212,970.17	-	-	2,332,684.89				
Total Dist. 47 (% of Total)		61.56%	#DIV/0!	#DIV/0!	59.56%				
Total Dist.155 (% of Total)		38.44%	#DIV/0!	#DIV/0!	40.44%				

Drivers / Attendants Lost for School Year 2017/2018			
Driver	**Last Day**	**Reason for Leaving**	**Hire Date**
* NINE DRIVERS RETIRED OR RESIGNED IN MAY & JUNE 2017			
XXXXXXXXXXXX	07/06/17	Resigned - new job	02/09/05
XXXXXXXXXXXX	07/19/17	Terminated - DL expired SBP revoked	01/14/16
XXXXXXXXXXXX	07/20/17	Resigned during training	07/03/17
XXXXXXXXXXXX	08/18/17	Resigned - higher paying driver position	08/12/11
XXXXXXXXXXXX	08/23/17	Could not pass written CDL test	08/14/17
XXXXXXXXXXXX	08/10/17	Quit - Never showed after training completed	07/17/17
XXXXXXXXXXXX	08/16/17	Walked out of training - 1st day	08/16/17
XXXXXXXXXXXX	09/11/17	Retired	01/01/76
XXXXXXXXXXXX	10/16/17	Resigned - to avoid termination by recommendation	08/23/03
XXXXXXXXXXXX	12/18/17	Terminated - Too many accidents	08/02/17
XXXXXXXXXXXX	11/27/17	Quit - Never showed for training	11/27/99
XXXXXXXXXXXX	12/08/17	Quit - Job abandonment	10/03/17
XXXXXXXXXXXX	01/08/18	Resigned - medical reasons	06/29/09
XXXXXXXXXXXX	02/12/18	Resigned to avoid termination - too many accidents	12/20/17
XXXXXXXXXXXX	02/20/18	Quit while in training - family reasons	01/30/18
XXXXXXXXXXXX	02/23/18	Quit - Found full time job	07/22/15
XXXXXXXXXXXX	03/14/18	Quit - Found full time job	08/23/17
XXXXXXXXXXXX	04/22/18	Quit - Went to another district - more $	09/20/13
XXXXXXXXXXXX	05/03/18	Quit - Higher paying job	07/13/17
XXXXXXXXXXXX	05/18/18	Retired	08/25/95
XXXXXXXXXXXX	05/21/18	Terminated - Unsafe Driving	04/17/03
XXXXXXXXXXXX	05/31/18	Retired	08/29/83
XXXXXXXXXXXX	06/01/18	Retired	09/17/01
XXXXXXXXXXXX	06/01/18	Retired	12/26/01
XXXXXXXXXXXX	06/01/18	Retired	10/28/03
Attendant			
XXXXXXXXXXXX	07/25/17	Retired	09/20/06
XXXXXXXXXXXX	11/17/17	Quit - Found full time job	08/04/17
XXXXXXXXXXXX	02/28/18	Retired	09/08/08
XXXXXXXXXXXX	03/08/18	Career change	02/10/17

Drivers / Attendants Gained for School Year 2017/2018			
Drivers	**Hire Date**		
* ONE DRIVER HIRED IN JUNE 2017			
XXXXXXXXXXXX	07/03/17		
XXXXXXXXXXXX	07/13/17		
XXXXXXXXXXXX	07/17/17		
XXXXXXXXXXXX	07/25/17		
XXXXXXXXXXXX	08/02/17		
XXXXXXXXXXXX	08/07/17		
XXXXXXXXXXXX	08/23/17		

XXXXXXXXXXX	09/05/17		
XXXXXXXXXXX	09/21/17		
XXXXXXXXXXX	10/03/17		
XXXXXXXXXXX	10/03/17		
XXXXXXXXXXX	11/27/17		
XXXXXXXXXXX	12/15/17		
XXXXXXXXXXX	12/20/17		
XXXXXXXXXXX	12/21/17		
XXXXXXXXXXX	01/08/18		
XXXXXXXXXXX	04/19/18		
Attendants			
XXXXXXXXXXX	07/28/17		
XXXXXXXXXXX	08/04/17		
XXXXXXXXXXX	11/27/17		
XXXXXXXXXXX	02/05/18		
XXXXXXXXXXX	03/01/18		

TJA Fuel Prices
2017/2018

Date	Unit Price	Taxes	# gals	Total Price per Gallon	Total for Drop
8/23/2017	$1.7675	0.2289	7471	$1.9964	$14,916.90
8/31/2017	$1.7675	0.2289	7466	$1.9964	$14,906.93
9/11/2017	$1.7675	0.2289	7474	$1.9964	$14,922.88
9/19/2017	$1.7675	0.2289	7475	$1.9964	$14,924.90
9/27/2017	$1.7675	0.2289	7453	$1.9964	$14,880.96
10/5/2017	$1.7675	0.2289	7453	$1.9964	$14,880.96
10/18/2017	$1.7675	0.2289	7484	$1.9964	$14,942.85
10/19/2017	$1.7675	0.2289	7481	$1.9964	$14,936.87
10/28/2017	$1.7675	0.2289	7522	$1.9964	$15,018.74
11/8/2017	$1.7675	0.2289	7463	$1.9964	$14,900.92
11/16/2017	$1.7675	0.2289	7543	$1.9964	$15,060.65
11/29/2017	$1.7675	0.2289	7438	$1.9964	$14,851.01
12/7/2017	$1.7675	0.2289	7487	$1.9964	$14,949.43
12/16/2017	$1.7675	0.2289	7569	$1.9964	$15,113.16
1/9/2018	$1.7675	0.2289	7521	$1.9964	$15,017.31
1/19/2018	$1.7675	0.2289	7466	$1.9964	$14,907.51
1/27/2018	$1.7675	0.2289	7591	$1.9964	$15,140.82
2/5/2018	$1.7675	0.2289	7534	$1.9964	$15,027.13
2/14/2018	$1.7675	0.2289	7583	$1.9964	$15,124.86
2/23/2018	$1.7675	0.2289	7563	$1.9964	$15,084.97
3/6/2018	$1.7675	0.2289	7446	$1.9964	$14,867.57
3/14/2018	$1.7675	0.2289	7456	$1.9964	$14,886.96
3/22/2018	$1.7675	0.2289	7558	$1.9964	$15,090.60
4/6/2018	$1.7675	0.2289	7560	$1.9964	$15,094.60
4/11/2018	$1.7675	0.2289	7549	$1.9964	$15,072.64
4/16/2018	$1.7675	0.2289	7577	$1.9964	$15,128.55
4/24/2018	$1.7675	0.2289	7539	$1.9964	$15,052.67
5/2/2018	$1.7675	0.2289	7519	$1.9964	$15,012.74
5/10/2018	$1.7675	0.2289	7505	$1.9964	$14,984.80
5/22/2018	$1.7675	0.2289	7510	$1.9964	$14,994.77
To Date			**225,256**		**$449,695.66**

Total

2016/2017	**232,206**
2015/2016	238,968
2014/2015	238,211
2013/2014	260,148
2012/2013	247,601
2011/2012	244,365
2010/2011	245,707

TJA Budget - FY 2018/2019

Account #	Name	FY 17/18 Budget	FY 17/18 Actual as of 03/31/2018	Actual/ Budget	FY 18/19 Budget	FY 18/19 Budget/FY 17/18 Budget	18/19 vs. 17/18 Budget	FY 18/19 Budget/ FY 17/18 Actual	Comments
41.2550.0111.00	Salary-Director of Trans	$ 85,490	$ 72,602	84.9%	$ 88,696	3.8%	$ 3,206	22.2%	Penny Fleming
41.2550.0111.06	Salary - Assist Director/Safety Mngr	62,250	45,267	72.7%	64,585	3.8%	2,335	42.7%	Collin McCormick
41.2550.0111.07	Salary - Routing Manager	51,875	35,548	68.5%	52,469	1.1%	594	47.6%	Norma Urbina $50,469; OT-$2,000.00
41.2550.0111.09	Salary - Admin Assistant	46,318	33,701	72.8%	46,688	0.8%	370	38.5%	Maria Xanos
41.2550.0111.10	Salary - Head Dispatcher I	50,217	31,437	62.6%	51,815	3.2%	1,598	64.8%	Lisa Russo $44,215; OT-$5,000.00; Stipend-$2,600.00($100.00 on call every other weekend)
41.2550.0111.13	Salary - Dispatcher II	48,311	29,536	61.1%	49,533	2.5%	1,222	67.7%	Yvonne Rhodes $41,933;OT-$5,000.00;Stipend-$2,600.00 ($100.00 on call every other weekend)
41.2550.0111.13	Salary - Transportation Specialist				36,756				Mike Wiley $34,756; OT $2,000
41.2550.0212.00	IMRF-Office	35,825	26,164	73.0%	41,788	16.6%	5,963	59.7%	IMRF: 10.70% x $390,542
41.2550.0213.00	FICA - Office	21,360	14,806	69.3%	24,214	13.4%	2,854	63.5%	FICA: 6.2% x $390,542
41.2550.0214.00	Medicare - Office	4,995	3,463	69.3%	5,663	13.4%	668	63.5%	Medicare: 1.45 x 390,542
41.2550.0222.00	Hospital Insurance - Office	60,000	43,872	73.1%	65,500	9.2%	5,500	49.3%	Penny/Colin-$700 per month, $6600 January HSA; $659.00 x 5
41.2550.0310.00	Professional	103,000	49,231	47.8%	102,000	-1.0%	(1,000)	107.2%	D47 payroll services; $12,100; Office cleaning $22,000.00 , Althoff HAVC $5,000.00, LeachElectric;$5,000.00, Stan's Office Equip $2,000.00; Leach cleaning, $3,000; InstalTankSystemLeach,$1,200.; LeachTankSvc,$9,720.; yearly Zonar fee - $30,000; T. Park - computers; Midwest Time Recorder, $6,650
41.2550.0317.00	Audit	8,100	8,050	99.4%	8,400	3.7%	300	4.3%	
41.2550.0318.00	Legal	1,000	0	n/a	1,000	0.0%	0	n/a	
41.2550.0321.00	Garbage/Exterminations	5,000	3,536	70.7%	5,000	0.0%	0	41.4%	Garbage removal, Leach/1204 S. McHenry Ave, exterminator
41.2550.0323.00	Repairs & Maintenance	70,000	27,456	39.2%	60,000	-14.3%	(10,000)	118.5%	Shop Uniforms $13,000.00; Leach trailer sanitation system maintenance - $10,000 yearly; 1204 Parking lot repair $28,000
41.2550.0325.00	Leases	34,000	22,283	65.5%	43,000	26.5%	9,000	93.0%	Leach Lot rental - $26,880 yearly; storage locker $500.00; $2400- Marlin; Leach - Electric $4000; Trailer-$8,900
41.2550.0332.00	Travel & Meeting	9,000	365	4.1%	7,500	-16.7%	(1,500)	1954.8%	Office training; Roadeo: IAPT;NAPT, mechanic school, NAPT for trainers
41.2550.0333.02	Special Ed Cabs	28,000	25,846	92.3%	60,000	114.3%	32,000	132.1%	
41.2550.0234.00	Health Insurance Exchange	20,000	0	n/a	20,000	0.0%	0	n/a	- Affordable Care Act - 3 months exposure
41.2550.0341.00	Telephone	23,000	15,295	66.5%	30,200	31.3%	7,200	97.5%	Ansercall yearly; AT & T, Leach & fax Verizon cell phones - yearly; AT&T land lines & Comcast Internet -$7,200.00
41.2550.0342.00	Postage	6,500	2,542	39.1%	4,500	-30.8%	(2,000)	77.0%	Beginning year letters and yearly postage, Fed-EX
41.2550.0351.00	Legal Notices	500	40	8.0%	500	0.0%	0	1150.0%	Publishers Certificates, ad's, etc
41.2550.0370.00	Water/Sewer	950	389	40.9%	800	-15.8%	(150)	105.7%	
41.2550.0382.00	Unemployment Comp	10,000	0	0.0%	10,000	0.0%	0	########	
41.2550.0410.00	Supplies	10,000	7,408	74.1%	10,000	0.0%	0	35.0%	Office supplies, salt for snow control
41.2550.0465.00	Heat	7,000	4,120	58.9%	7,000	0.0%	0	69.9%	
41.2550.0466.00	Electric	5,000	0	n/a	5,000	0.0%	0	n/a	
41.2550.0470.00	Software	300	0	n/a	300	0.0%	0	n/a	Skyward yearly fee
41.2550.0540.00	Capital Outlay	0	0	n/a	0	n/a	0	n/a	line item moved to Non Capitalized Equipment
41.2550.0640.00	Dues & Fees	500	2,098	419.6%	500	0.0%	0	-76.2%	NAPT / IAPT /MCDTA dues
41.2550.0690.00	Awards/Incentives	21,000	7,762	37.0%	21,000	0.0%	0	170.5%	service awards, contractural safety bonus - "Driver/Attendant of the Year" program - Holiday lunch -End Of Year lunch - Pancake Breakfast
41.2550.0710.00	Non Capitalized Equipment & Parts	10,000			10,000				new equipment $500 - $4900
41.2552.0111.01	Operation Salaries	1,964,542	1,247,995	63.5%	2,023,478	3.0%	58,936	62.1%	contractual raises -
41.2552.0111.02	Special Education Salaries	1,746,540	845,661	48.4%	1,798,936	3.0%	52,396	112.7%	contractual raises
41.2552.0111.47	Field Trip Salaries	72,740	61,555	84.6%	74,922	3.0%	2,182	21.7%	District 47 field trips
41.2552.0111.55	Field Trip Salaries	268,220	154,451	57.6%	276,267	3.0%	8,047	78.9%	District 155 field trips
41.2552.0111.04	Field Trip - other salaries	36,000	(13,225)	-36.7%	36,000	0.0%	0	-372.2%	billable from park district, ymca, girl scouts
41.2552.0111.05	Driver Training	50,000	64,789	129.6%	70,000	40.0%	20,000	8.0%	Initial training, individualized training; retraining; workshop
41.2552.0212.00	IMRF-Drivers/Attend	418,100	257,155	61.5%	450,500	7.7%	32,400	75.2%	IMRF: 10.70% x $4,209,603.00

TJA Budget - FY 2018/2019

Account #	Name	FY 17/18 Budget	FY 17/18 Actual as of 03/31/2018	Actual/ Budget	FY 18/19 Budget	FY 18/19 Budget/FY 17/18 Budget	18/19 vs. 17/18 Budget	FY 18/19 Budget/ FY 17/18 Actual	Comments
41.2552.0213.00	FICA-Drivers/Attend	249,300	149,146	59.8%	261,000	4.7%	11,700	75.0%	FICA: 6.2% x $4,209,603.00
41.2552.0214.00	Medicare - Drivers/Attend	58,500	34,881	59.6%	61,100	4.4%	2,600	75.2%	Medicare: 1.45 x $4,209,603.00
41.2552.0222.00	HRA Drivers	380,000	216,241	56.9%	380,000	0.0%	0	75.7%	HRA, Term Insurance
41.2552.0240.00	Operations Physicals	26,000	16,905	65.0%	26,000	0.0%	0	53.8%	Annual Physicals; Randoms
41.2552.0310.00	Professional	4,800	0	n/a	2,000	-58.3%	(2,800)	n/a	
41.2552.0323.00	Repairs & Maintenance	10,000	2,461	24.6%	8,500	-15.0%	(1,500)	245.4%	
41.2552.0381.00	Bus, Fire & Liability	466,905	299,707	64.2%	481,100	3.0%	0	60.5%	Work Comp- $313,092.; Property/ Inland Marine - $3,293.; General Liability - $19,480.; EPLI - $6,383.; Assurance Agency Umbrella - $14,500.; Auto,Gallagher Bassett - buses
41.2552.0410.00	Operations Supplies	25,000	11,029	44.1%	18,000	-28.0%	(7,000)	63.2%	bus cleaning supplies; paper towels; toilet tissue; coffee; I-PASS;
41.2552.0410.02	Special Ed/Safety Equipment	9,000	217	2.4%	9,000	0.0%	0	4047.5%	Safety budget & Special Ed budget combined
41.2552.0410.03	Field Trip Expenses	500	0	n/a	500	0.0%	0	n/a	Dist 47 & 155 - Tolls; Parking
41.2552.0410.04	Field Trip Expenses - other	0	0	n/a	0	n/a	0	n/a	Out of District - Meals; Tolls; Parking
41.2552.0464.00	Gas & Oil	590,000	320,499	54.3%	871,000	47.6%	281,000	171.8%	Based upon est 260,000 gals @ $3.35 including taxes, grease, washer fluid, transmission fluid, oil, coolant, DEF, etc, est $15,000.
41.2552.0540.00	Capital Outlay	1,100,000	531,852	48.4%	1,007,276	-8.4%	(92,724)	89.4%	12 New Full Size Buses
41.2552.0710.00	Non Capitalized Equipment & Parts		0						new equipment $500 - $4900
41.2554.0118.00	Maintenance Salaries	207,000	147,915	71.5%	214,760	3.7%	7,760	45.2%	Tim: $79,751 (salary) position; Toby: $47,390($22.78); Jim: $45,890($22.06); Ceferino: $35,412($17.02) + $5,200 OT
41.2554.0212.00	IMRF-Mechanics	21,600	15,971	73.9%	23,000	6.5%	1,400	44.0%	IMRF: 10.7% x $214,760
41.2554.0213.00	FICA - Mechanics	12,900	7,132	55.3%	13,316	3.2%	416	86.7%	FICA: 6.2% x $214,760
41.2554.0214.00	Medicare - Mechanics	3,050	1,668	54.7%	3,115	2.1%	65	86.8%	Medicare 1.45 x $214,760
41.2554.0222.00	Hospital Insurance - Mech	32,500	24,427	75.2%	33,800	4.0%	1,300	38.4%	659.00 x 4
41.2554.0323.00	Repairs & Maintenance	120,000	42,839	35.7%	100,000	-16.7%	(20,000)	133.4%	Towing; Major repairs, tires
41.2554.0339.00	Permits/License/Inspections	10,000	7,395	#NAME?	10,000	0.0%	0	35.2%	
41.2554.0410.00	Maintenance Supplies	200,000	193,949	97.0%	260,000	30.0%	60,000	34.1%	Shop-towels; belts; brakes, etc. 6 Zonar units:$2,300.
41.2554.0540.00	Capital Outlay	0	0	n/a	40,000	n/a	40,000	n/a	new equipment over $5000
41.2554.0710.00	Non Capitalized Equipment & Parts	44,000	43,672	99.3%	60,000	36.4%	16,000	37.4%	new equipment $500 - $4900 - 6 camera systems:$12,000.
SUBTOTAL	**Expenditures**	**8,966,688**	**5,199,104**	**58.0%**	**9,547,977**	**6.5%**	**530,338**	**83.6%**	
41.1991.47	District 47 Revenue	5,380,013	4,557,199	**84.7%**	5,728,786	6.5%	348,773		
41.1991.55	District 155 Revenue	3,586,675	3,110,530	**86.7%**	3,819,191	6.5%	232,516		
	Other FT Revenue	36,000			36,000				
SUBTOTAL	**Revenues**	**8,966,688**	**7,667,728**		**9,547,977**		**581,289**		
TOTALS	**Revenue-Expenditures**	**$ -**	**$ (2,468,624)**		**$ -**		**$ (50,951)**		

School Districts 47 & 155 dba

Transportation
Joint
Agreement



1204 S McHenry Avenue
Crystal Lake, IL 60014
Office (815) 455-0558
Fax (815) 459-9115

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Maria Xanos, Accounting & HR Processer
Norma Urbina, Route Manager
Lisa Russo, Head Dispatcher
Yvonne Rhodes, Dispatcher
Michael Wiley, Transportation Specialist
Timothy Oppenhagen, Shop Foreman

2018/2019
TJA Advisory Board Meeting Dates

September 5, 2018

November 7, 2018

January 9, 2019

March 6, 2019

May 8, 2019

June 5, 2019

School Districts 47 & 155 dba
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TO: TJA Advisory Board
FR: Collin McCormick
RE: Report from the Assistant Director
DT: June 1, 2018

7.0 Report from the Assistant Director

7.1 Crash Report: TJA has experienced 20 preventable and 14 non-preventable crashes to date. See attached report.

7.2 Workers Compensation Report: TJA has experienced 7 work related injuries to date. See attached report.

7.5 Time Management Software: Proposal to upgrade our current software, "Attendance Enterprise," to a new version, "Attendance on Demand." Please see attached information for additional details.

Preventable Crash

Date	Vehicle #	Students (Y/N)	Description
9/7/2017	316	Y	While driving driving Westbound on Courtney Dr in Lakewood, IL the bus mirror struck a non-permanent basketball hoop. No damage to the bus. Minor scrapes on the basketball hoop. No injuries
9/29/2017	235	N	While checking the bus for students at Lundahl Middle School in Crystal Lake, the driver failed to set the parking brake and as a result, the bus rolled into bus 336. No injuries
10/25/2017	301	N	While moving the bus at a field trip, the driver struck a light pole. No students on board. No injuries. Moderate damage to the bus.
11/8/2017	325	Y	While traveling Westbound on IL Route 176, just past the intersection of Briarwood Rd in Crystal Lake, the bus struck a vehicle stopped in front of it and then veared into oncoming traffic striking another vehicle head on. No injuries to the students or bus driver, and non life-threatening injuries to the occupants of the other vehicles involved. Damage to all three vehicles was significant.
11/8/2017	242	Y	While traveling Northbound on Glenbrook Rd at the intersection of Old Westbury Rd in Crystal Lake, the bus made a left hand turn clipping another vehicle that was stopped facing eastbound on Old Westbury Rd. No injuries, Minor damage to the other vehicle and only minor scrapes to the school bus.
11/17/2017	235	N	While attempting to turn around on Chery Valley Rd in Woodstock, the driver backed into a mailbox causing it to break the wooden post. No damage to the bus, mailbox totalled, and no injuries.
2/5/2018	231	N	While attempting to turn around on Rolling Hills Dr at the intersection of Walnut Grove Ct in Lake in the Hills, IL, the driver backed into a mailbox. No damage to the bus, mailbox totalled, and no injuries.
2/6/2018	231	Y	While attempting to make a right hand turn at the intersection of Ridgewood Cir and Mason Ln in Lake in the Hills, IL, the driver struck the privacy gate. Minor scratches to the bus, no damage to the gate, and no injuries.
2/12/2018	231	Y	While leaving the St Thomas parking lot on Pierson St in Crystal Lake, IL, the driver slid on snow and hit a tree and a road sign. Minor damage do the bus, street sign totalled, and no injuries.
2/26/2018	326	Y	While attempting to maneuver between 2 parked vehilces on Midlane Dr in Crystal Lake, IL the bus struck the vehicle parked on the right side of the bus. Minor damage to both vehicles and no injuries.
3/23/2018	322	Y	While leaving Hannah Beardsley Middle School in Crystal Lake, IL, the rear of the bus struck a parked vehicle. Minor scratches on both vehicles and no injuries.
3/23/2018	329	Y	While traveling westbound on Lincoln St at the intersection of Monroe St in Lake in the Hills, IL, the driver failed to yield to a vehicle traveling northbound which struck the front left side of the bus. Minor damage to the bus, significant damage to the other vehice, and no injuries.
4/13/2018	235	N	While turning around in the Savers parking lot at 230 W Virginia St in Crystal Lake, IL, the bus struck a fire hydrant. Moderate damage to the bus and fire hydrant, and no injuries.
4/19/2018	285	Y	While attempting to do a 3-point turn on Tile Line Rd at the intersection of Midlane Dr in Crystal Lake, IL, the driver backed into a mailbox. No damage to the bus, significant damage to the mailbox, and no injuries.
5/2/2018	350	Y	While traveling southbound on Terra Cotta Rd at the intersection of IL Route 176 in Crystal Lake, IL, the driver lifted his foot from the brake causing the bus to roll into another vehicle. No damage to the bus or other vehicle and no injuries.
5/2/2018	350	Y	While stopped at Hannah Beardsley Middle School in Crystal Lake, IL, the driver lifted his foot from the brake causing the bus to roll into another bus. Minor damage to the bus that made impact and no damage to the other bus. No injuries.

Preventable Crash TJA Lot

Date	Vehicle #	Students (Y/N)	Description
9/6/2017	240	N	While attempting to park, the middle of the bus struck the fence gate and bollard shattering a passenger window and causing minor damage to the window frame. No injuries. Moderate damage to the bus. No damage to the gate. Minor bend in the bollard.
9/7/2017	235	N	While attempting to park bus 235, the driver misjudged and stuck the rear bumber of bus 237. No injuries. Minor scrapes to bus 235. Bumper damage to bus 237.
12/8/2017	359	N	While attempting to back bus 359 out of it's stall, the bus struck another bus, bus 279. Moderate damage to both vehicles. No injuries.
5/30/2018	309	N	While pulling into the parking stall, the driver of bus 309 struck the rear tail light of bus 303.

Non - Preventable Crash

Date	Vehicle #	Students (Y/N)	Description
9/11/2017	354	Y	Bus 354 was stopped northbound on Golf Course Rd near the intersection of Willow Tree Dr due to the red light on Golf Course Rd at the intersection of Ackman Rd, when a vehicle traveling the same direction struck the rear of the bus. No injuries. No damage to either
9/29/2017	336	N	While checking for students at Lundahl Middle School, the bus was struck from behind by bus 235.
10/12/2017	Van 2	Y	Van was stopped at a red light, westbound on Highway 14 at the intersection of Pepper Rd in Lake Barrington, IL when a vehicle struck the van from the rear as a result of being struck by another vehicle in the rear. No injuries, Moderate damage to the van.
11/21/2017	278	Y	While traveling westbound on Woodstock St near the intersection of Pine Ct in Crystal Lake, IL, the bus struck a loose dog that ran underneath the bus. No injuries and no damage to the bus.
12/1/2017	264	N	While traveling northbound on Walkup near the intersection of Dvorak Dr in Crystal Lake, IL, a vehicle pulled out in front of the bus, striking the front end. Moderate damage to the bus, major damage to the other vehicle, and no injuries.
12/11/2017	285	N	Bus 285 was stopped in the eastbound left turn lane of US Highway 14 at the intersection of IL Route 176 in Crystal Lake IL, when a vehicle failed to stop, striking the rear of the bus. No injuries, minor damage to the bus, and signifiant damage to the other vehicle.
2/2/2018	265	Y	While stopped at the railroad tracks facing eastbound on E Crystal Lake Ave near the intersection of East St in Crystal Lake IL, the bus was struck in the rear by another vehicle. No damage to the bus, minor damage to the other vehicle, and no student injuries.
3/23/2018	279	Y	While traveling northbound on Wedgewood Dr in Crystal Lake, IL, the bus was struck by another vehicle exiting its driveway. No damage to the bus, minor paint transfer to the other vehicle, and no injuries.
4/17/2018	307	N	Bus 307 was stopped facing westbound on US Hyw 14 at the intersection of IL Rte 31 in Crystal Lake, IL, when a vehicle failed to stop, striking the rear of the bus. No injuries, minor damage to the bus, and significant damage to the other vehicle.
4/17/2018	313	Y	While loading the bus at Woods Creek Elementary School in Crystal Lake, IL, a vehicle backing out of a parking stall struck the rear left corner of the bus. No damage to the the bus, minor scratch on the other vehicle, and no injuries.
4/18/2018	362	N	While fueling on the TJA lot, the fence came free and struck the front end of the bus. No injuries, and no damage to the bus.
4/18/2018	327	Y	While traveling Westbound on IL Route 176 near the intersection of Evergreen Pkwy, the bus was rear-ended by another vehicle. No damage to the bus, significant damage to the other vehicle, and no injuries.
4/25/2018	278	Y	While traveling northbound on Fleming Rd at the intersection of Hidden Ln in Woodstock, IL, the bus struck a vehicle that was in the intersection. Moderate damage to the bus, major damage to the other vehicle, and no injuries.
5/2/2018	271	N	While parked at Hannah Beardsley Middle School in Crystal Lake, IL, the bus was rear-ended by another bus. No damage to this bus and minor damage to the bus that made impact. No injuries

Worker's Compensation

Date	Lost Time? Y/N		Return to work	Restrictions	Return Full Duty	Description
10/3/2017	Y		10/6/2017	NONE	10/6/2017	While exiting the bus, the attendant complained of pain in the right leg
10/13/2017	N		10/13/2017	Light Duty		As a result of an accident, the driver complained of back pain.
11/27/2017	N		11/27/2017	NONE	11/27/2017	A wheel chair fell on the attendants foot while attempting to move it.
2/2/2018	Y					As a result of an accident, the driver complained of back pain.
2/6/2018	Y		2/20/2018	NONE	2/20/2018	Driver complained that the driver seat was not comfortable and as a result it caused severe back pain.
4/3/2018	Y					Driver claims that when they were walking next to the fence, their right foot fell off the asphalt and caused their ankle to roll.
5/30/2018	Y					Driver claims that when they were opening the windows on their bus, they twisted their knee which resulted in significant pain

WORKER'S COMPENSATION

School Year	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Year Total	Still Open
2017/2018	0	0	0	2	1	0	0	2	0	1	1	0	7	4
2016/2017	0	1	2	2	2	0	2	1	0	1	2	0	13	6
2015/2016	0	0	2	0	0	1	1	0	0	0	0		4	0
2014/2015	0	0	2	0	3	0	3	1	0	2	1	0	12	0
2013/2014	0	0	0	1	2	3	0	3	2	1	0	0	12	2
2012/2013	0	0	1	3	0	0	1	3	2	2	0	1	13	0
2011/2012	0	0	1	1	0	1	0	2	0	0	0	0	5	0
2010/2011	0	0	1	0	2	1	1	0	0	1	2	1	9	0

Total Claims Remaining Open	12

CRASHES

	Jul		Aug		Sep		Oct		Nov		Dec		Jan		Feb		Mar		Apr		May		Jun		TOTALS		
School Year	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Total Annual Crashes
2017/2018	0	0	0	0	4	2	1	1	3	1	1	2	0	0	4	1	2	1	2	5	3	1	0	0	20	14	34
2016/2017	0	0	2	1	3	2	2	1	2	3	1	1	2	2	2	1	0	0	2	0	3	1	0	0	19	12	31
2015/2016	0	0	1	1	4	5	5	0	0	2	1	0	2	0	2	0	3	0	1	0	2	0	0	0	21	8	29
2014/2015	1	0	0	0	0	0	3	2	1	1	1	0	3	4	0	0	1	2	2	2	1	2	0	0	13	13	26
2013/2014	0	0	0	0	0	0	2	2	3	1	0	2	0	0	2	2	1	2	1	1	0	1	0	0	9	11	20
2012/2013	0	0	0	0	1	3	5	1	1	0	2	0	3	1	2	1	1	2	2	1	0	0	0	0	17	9	26
2011/2012	0	0	3	1	4	3	1	0	0	1	0	1	3	2	4	1	1	0	0	1	1	0	0	0	17	10	27
Total/Month	1		9		31		26		19		12		22		22		16		20		15		0				

MIDWEST TIME RECORDER

Employee Time • Labor • Attendance Management

Transportation Joint Agreement

Subscription Pricing
(Web (SaaS) Hosted / Attendance on Demand)

	Unit	Qty	Amount
Time Clock Options			
Hand Punch Time Clock HTTP Internet Webnet Kit	$700.00	2	$1,400.00
Allowance, SPR-WB344	($75.00)		($150.00)
Replace Dispatch PIN-Badge Reader with New ID Punch 9 Bar Code Reader	$700.00	1	$700.00
Allowance, SPR-IT322	($100.00)		($100.00)
Clock In/Out on Computer (included with ESS (see below)			
Implementation			
Migrate Attendance Enterprise Database			included
Basic Service, Database Migration , Configure Standard Browser UI			$1,200.00
- Employee Self Service - ESS / ESS Mobile Configuration , User Training			included
- Manager Self Service - MSS / MSS Mobile Configuration , User Training			included
Service Level Agreement (SLA)			
Software Support Services			included
Software Version Program Update Subscription			included
(Premium: Version to Version)			included
Time Clock Equipment			
Support Services	$350.00	3	$1,050.00
Allowance, Current Paid Year SLA			($1,585.00)

Note: Applicable Taxes, Freight/Handling Added to Invoice

Start Up Costs $2,515.00

Transportation Joint Agreement

Subscription Pricing
(Web (SaaS) Hosted / Attendance on Demand)

Attendance On Demand Web Services , Per Active Employee / Per Month		Unit	Count	Amount
Basic Service		$1.85	160	$296.00
Per Active Employee License, Time and Labor				
5 Manager Software Login Accounts				
Report Writer				
Additional Items				
Time Clock Communications Link		$8.00		
Additional Manager Software Login Accounts		$8.00		
Mobile Suite	x	$0.30	160	$48.00
Employee Self Service Workstation (ESS)				
ESS Mobile With GPS				
Mobile Manager				
Seeker *(text & phone line fees are not included)*				
Kiosk		$0.20		
Automatic Paid Time Off Accural Calculation		$0.30		
Leave Management		$0.20		
Incidents & Points		$0.50		
Budgeted Scheduling / Reporting		$0.70		
Seeker / Text Self Service Data Plan		$90.00		

Estimated Monthly Services (based on employee counts shown) $344.00

Note: Applicable Taxes, Freight/Handling Added to Invoice

School Districts 47 & 155 dba

Transportation Joint Agreement



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Yvonne Rhodes, Dispatcher
Michael Wiley, Transportation Specialist
Timothy Oppenhagen, Shop Foreman

TO: TJA Advisory Board
FR: Penny Fleming
RE: Report from the Director
DT: August 31, 2018

6.0 Report from the Director

6.1 Financial Reports: TJA's budget is at 3.8% of monies spent as of July 31, 2018.

6.2 Personnel: TJA needs to fill 12 -14 driving positions. Report attached.

6.3 Fuel: Fuel consumption is at 15,001 gallons to date. Report attached.

6.4 Route Revision/Map Upgrade: TJA revised routes for the 2018/2019 school year utilizing the Versa Trans Map Upgrade. These revisions resulted in the elimination of fifteen routes for a total of five route sets. The changes have made it possible for TJA to get students to and from school with the limited driving staff we currently have while also allowing us to service growing programs. There are however consequences to these changes that are impacting the level of service we are providing. While we recognize the need to add routes back into the system, we are unable to do so until staffing issues are resolved.

6.5 Leach Trailer Update: In addition to the 6 buses added at Leach, contractual obligations required us to move an additional 11 buses to the Leach facility over the summer. The move resulted in additional related expenses that were not accounted for. After the trailer was delivered and installed, the layout as it pertains to electricity was completely different from the old trailer which increased the cost of the electrical work. Additional electric work needs to be done to provide electrical plugs for the added buses and lighting for the area they will be parking. With drivers working out of the Leach facility, a larger waist holding tank system is required. The total additional Leach expenses that were not planned for are estimated at $62,730.

6.6 Quotes for Leach Electrical Outlets: Electrical posts with plugs for buses and lighting needs to be installed at Leach. This work needs to be done before November so that buses can plug in during the cold months. TJA requested quotes from three (3) vendors and to date has received two (2) quotes. Please see attached.

6.7 Zonar ZPass Student Tracking System: TJA has been asked to explore Zonar's Student Tracking system, ZPass. ZPass offers several options for student tracking that range from $12,768 - $23,940 annual service cost for the entire fleet. Minimum start-up cost for D47 only is estimated to be $24,000. The total minimum start-up cost for both districts is

estimated to be $33,000. We are just beginning to explore the different options and will have a solid recommendation within the next 30 days. Information regarding the options is attached.

6.8 Revised Proposed 2018/2019 TJA Budget: See attached.

Drivers / Attendants Lost for School Year 2018/2019			
Driver	**Last Day**	**Reason for Leaving**	**Hire Date**
* SEVEN (7) DRIVERS RETIRED OR RESIGNED IN MAY & JUNE 2018			
XXXXXXXXXX	07/30/18	Another job	08/29/88
XXXXXXXXXX	08/03/18	Moved out of State	07/12/12
XXXXXXXXXX	08/16/18	Retired	06/01/99
XXXXXXXXXX	08/27/18	Quit - job too stressful	07/10/18
XXXXXXXXXX	08/27/18	Failed State Required Testing	08/15/18
Attendant			
XXXXXXXXXX	08/02/18	Quit - family reasons	10/02/00
XXXXXXXXXX	08/03/18	Became a driver	07/17/15
XXXXXXXXXX	08/20/18	Became a driver	02/15/18
Drivers / Attendants Gained for School Year 2017/2018			
Drivers	**Hire Date**		
* ONE DRIVER HIRED IN JUNE 2018			
XXXXXXXXXX	07/10/18		
XXXXXXXXXX	08/01/18		
XXXXXXXXXX	08/03/18		
XXXXXXXXXX	08/15/18		
XXXXXXXXXX	08/15/18		
XXXXXXXXXX	08/20/18		
XXXXXXXXXX	08/20/18		
XXXXXXXXXX	08/20/18		
Attendants			
XXXXXXXXXX	08/13/18		
XXXXXXXXXX	08/15/18		

TJA Fuel Prices
2017/2018

Date	Unit Price	Taxes	# gals	Total Price per Gallon	Total for Drop
8/23/2017	$1.7675	0.2289	7471	$1.9964	$14,916.90
8/31/2017	$1.7675	0.2289	7466	$1.9964	$14,906.93
9/11/2017	$1.7675	0.2289	7474	$1.9964	$14,922.88
9/19/2017	$1.7675	0.2289	7475	$1.9964	$14,924.90
9/27/2017	$1.7675	0.2289	7453	$1.9964	$14,880.96
10/5/2017	$1.7675	0.2289	7453	$1.9964	$14,880.96
10/18/2017	$1.7675	0.2289	7484	$1.9964	$14,942.85
10/19/2017	$1.7675	0.2289	7481	$1.9964	$14,936.87
10/28/2017	$1.7675	0.2289	7522	$1.9964	$15,018.74
11/8/2017	$1.7675	0.2289	7463	$1.9964	$14,900.92
11/16/2017	$1.7675	0.2289	7543	$1.9964	$15,060.65
11/29/2017	$1.7675	0.2289	7438	$1.9964	$14,851.01
12/7/2017	$1.7675	0.2289	7487	$1.9964	$14,949.43
12/16/2017	$1.7675	0.2289	7569	$1.9964	$15,113.16
1/9/2018	$1.7675	0.2289	7521	$1.9964	$15,017.31
1/19/2018	$1.7675	0.2289	7466	$1.9964	$14,907.51
1/27/2018	$1.7675	0.2289	7591	$1.9964	$15,140.82
2/5/2018	$1.7675	0.2289	7534	$1.9964	$15,027.13
2/14/2018	$1.7675	0.2289	7583	$1.9964	$15,124.86
2/23/2018	$1.7675	0.2289	7563	$1.9964	$15,084.97
3/6/2018	$1.7675	0.2289	7446	$1.9964	$14,867.57
3/14/2018	$1.7675	0.2289	7456	$1.9964	$14,886.96
3/22/2018	$1.7675	0.2289	7558	$1.9964	$15,090.60
4/6/2018	$1.7675	0.2289	7560	$1.9964	$15,094.60
4/11/2018	$1.7675	0.2289	7549	$1.9964	$15,072.64
4/16/2018	$1.7675	0.2289	7577	$1.9964	$15,128.55
4/24/2018	$1.7675	0.2289	7539	$1.9964	$15,052.67
5/2/2018	$1.7675	0.2289	7519	$1.9964	$15,012.74
5/10/2018	$1.7675	0.2289	7505	$1.9964	$14,984.80
5/22/2018	$1.7675	0.2289	7510	$1.9964	$14,994.77
6/12/2018	$1.7675	0.2289	7463	$1.9964	$14,900.92
To Date			**232,719**		**$464,596.58**
Total					
2017/2018	**232,719**				
2016/2017	232,206				
2015/2016	238,968				
2014/2015	238,211				
2013/2014	260,148				
2012/2013	247,601				
2011/2012	244,365				
2010/2011	245,707				

TJA Fuel Prices
2018/2019

Date	Unit Price	Taxes	# gals	Total Price per Gallon	Total for Drop
8/6/2018	$2.1988	0.2291	7,501	$2.4279	$18,211.98
8/24/2018	$2.2241	0.2291	7,500	$2.4532	$18,399.30
To Date			**15,001**		**$36,611.28**
Total					
2017/2018	**232,719**				
2016/2017	232,206				
2015/2016	238,968				
2014/2015	238,211				
2013/2014	260,148				
2012/2013	247,601				
2011/2012	244,365				
2010/2011	245,707				

ASSOCIATED
ELECTRICAL CONTRACTORS, LLC.

August 31, 2018

Crystal Lake Transportation Dept.
1204 S. McHenry Ave.
Crystal Lake, IL. 60014
E-mail: psfleming@d47.org

RE: new office trailer & bus heater receptacles
AEC Quote No. Q062518-3 (rev-2)

Please review the following quote for the above reference project. Our quote is based on site visit. The following is a clarification of our scope of work:

New outlets for buses

- Tax is NOT included
- Install new contactor in NEMA 3R box
- Install new panel on wood structure at start of new bus heater receptacles
- Trench in panel feed from contactor to panel
- Install (9) 4"x4" x 8' wood post in-line with existing ones on North side
- Install (1) 20 amp duplex GFI receptacle with one circuit for 2 bus heater cords
- Connect to existing time clock – to control on/off for heaters
- Install (4) 4"x6"x20' wood post
- Install new LED light on each new 20' post
- Backfill with existing material
- All work to be done during normal working hours
- Cost of permits, inspection fees and utility charges are not included

For the sum of: **$19,850.00**

Thank you for the opportunity to quote your above electrical needs. If you have any questions or need any further information, please feel free to contact me at your convenience.

Sincerely,
Associated Electrical Contractors, Inc.

Jeff Schnulle
Project Manager

Black Diamond™
Plumbing • Sewer • Electric • HVAC

SCOPE OF WORK

Date: 8/20/18	Proposed by: Tony Bartolotta
BILLING ACCT # 198875	LOCATION ACCT # 237462
School District 47 & 155 1204 South McHenry Ave Crystal Lake, IL 60014	School District Bus Lot 4304 IL Route 176 Crystal Lake, IL 60014

Black Diamond proposes the following work:

Provide and Install: Power for Bus Block Heaters

- (9) dedicated 20 amp 120 volt circuits
- (9) dedicated outlets with in use covers
- (9) 4x4 treated wood posts
- (4) RAB LED light fixtures (installed on posts for general lighting)
- Photo cells for lighting to operate dusk to dawn
- Includes excavation of approximately 300 feet and back filled to grade
- ¾ ridged conduit from main panel to parking area
- Stubs for each post into weather rated housing for receptacle

Straight Time:
Operator- $216.37 per hour each
Lead Techs- $203.10 per hour each
Laborer- $171.67 per hour each

Total: $24,171.17

Total is approximate and may be subject to change pending work required to complete

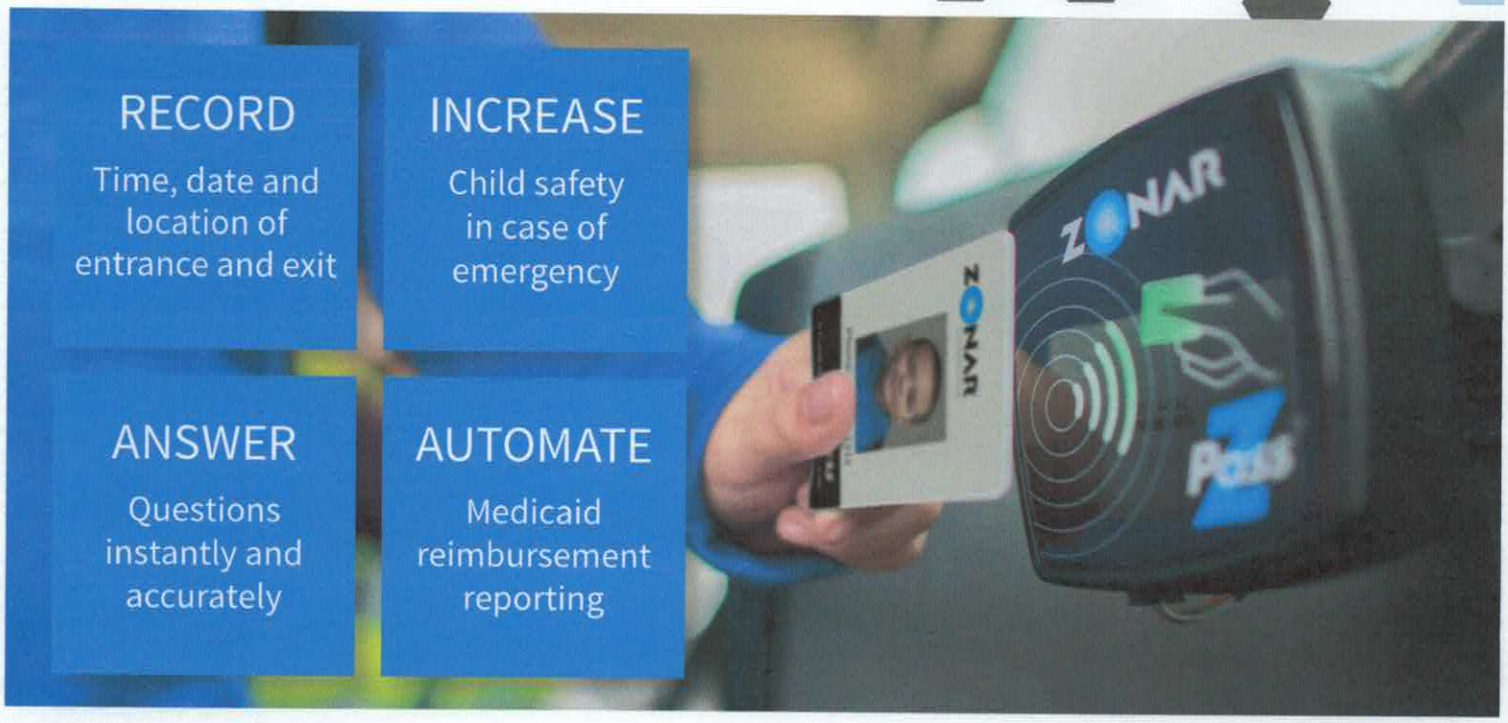
*Note: Job performed under prevailing wage rate

Guarantee Offered: 30 days labor, 1 year parts and 5 years on light fixtures through manufacture

ZONAR

Z PASS™

Student Ridership Visibility



Smarter Student Transportation

Zonar Z Pass improves the safety and efficiency of pupil transportation with a patented RFID data collection process that provides instant rider information to decision makers. With Zonar Z Pass, schools know the time, date and location of each entry and exit from the bus for real-time child search, child check and Medicaid reporting.

Ridership Reporting

Each student is issued a unique Zonar Z Pass RFID card. Upon entering or exiting the bus, the time, date and location is captured, securely transmitted and accessible via Zonar's Ground Traffic Control® and the Zonar Z Pass+™ parent portal. Zonar Z Pass helps reduce parent inquiries, increase safety and streamline Medicaid reimbursements.

Features and Capabilities

- RFID reader
- Passive RFID cards
- Zonar Z Pass+ parental portal
- Immediate data transmission
- Simple mounting system
- Low-power sleep mode
- Web-based reporting
- Special needs reimbursement
- 4.2" W x 4.2" L x 1.2" H
- Edison Award Winner

ZONAR

For more information, visit zonarsystems.com

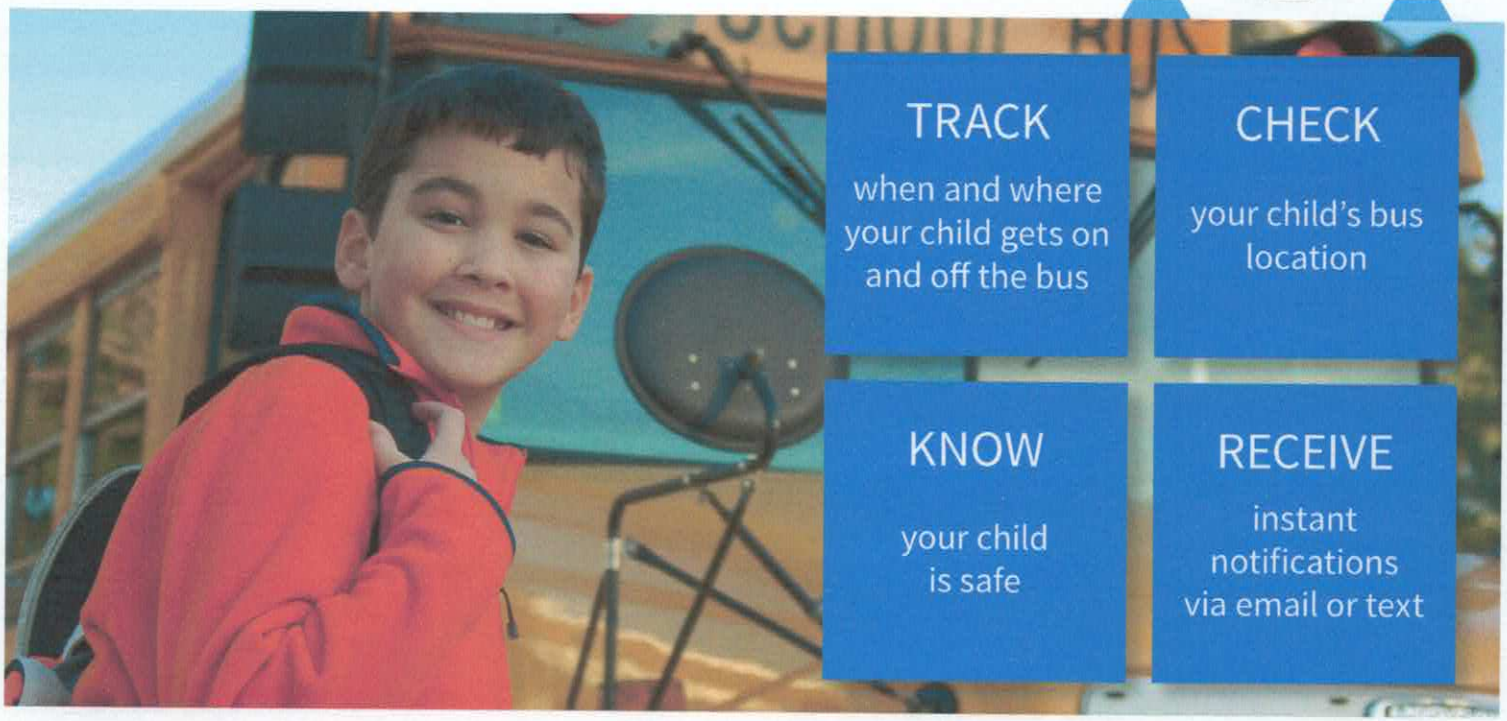
zonarsystems.com | 18200 Cascade Ave S., Seattle, WA 98188 | 877-843-3847

Rev 9/08/17

ZONAR

Z PASS™+

Student Ridership Alerts



How does it work?

Students carry a small card that automatically logs their entry or exit when they pass the scanner on the school bus. The information is then instantly and securely available to you. Notifications can also be sent directly to your computer or to your cell phone via text message.

Z Pass+ brings you a whole new level of assurance. Knowing when and where your child gets on and off the bus gives you added peace of mind and makes it easier for you to plan your day.

Stay updated and feel confident about your child's safety with Z Pass+!

Learn more and sign up today at: www.zpassplus.com

Know when and where your child gets on and off the school bus.

- Know the date, time and location your child boarded and exited the bus.
- Receive instant notifications directly to your e-mail or phone.

Available on the App Store

Google play



ZONAR

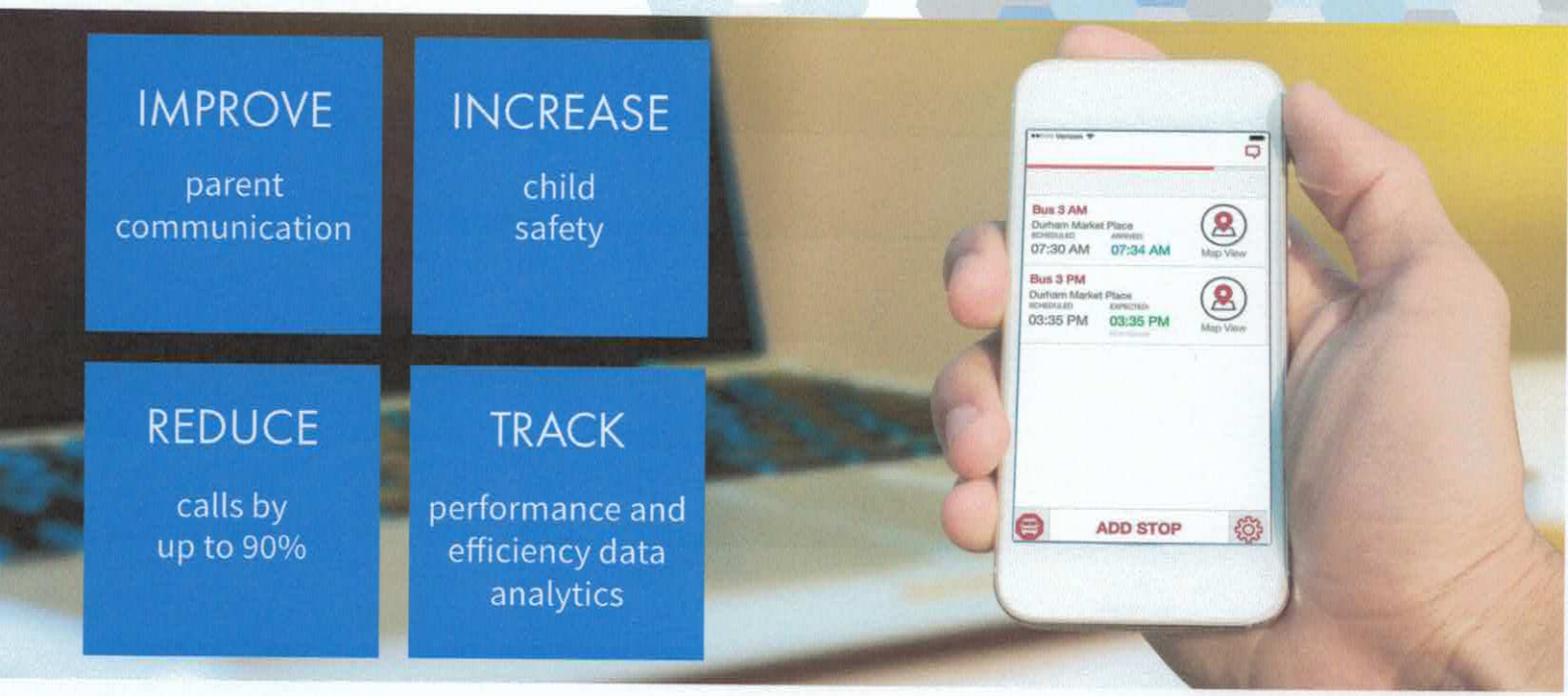
For more information, visit zonarsystems.com

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Rev 9/08/17

SAFE STOP™

School Bus Tracking App



Parent Peace of Mind

Give parents the confidence to know where and when their child will arrive. SafeStop's easy-to-use school bus tracking app enables parents to securely track their child's bus location and estimated time of arrival, both to and from school, while staying informed of last minute changes. Notify parents of delays and other service announcements avoiding unnecessary calls asking, "Where is my child's school bus?"

District Line of Sight

Whatever the logistical challenge – substitutions, inclement weather, service interruptions – SafeStop is built to handle each with ease. Create a safer, simpler, and more efficient transportation system with access to key GPS and telematics data. Uncover underused bus stops, planned-versus-actual arrival times, and other valuable metrics that help reduce cost and increase efficiency.

Joint Solutions at the Ready

Designed to keep up with the fast-paced school transportation environment, SafeStop and Zonar together reduce student transportation stresses with solutions built for discerning parents and busy administrators. SafeStop's real-time location is powered by Zonar's V3™ GPS telematics unit and proprietary Intelligent Logging system to provide high definition GPS data for more precise, accurate tracking. Zonar's vast array of complementary pupil solutions increase child safety, reduce fleet downtime and drive significant cost savings. Perform proactive and preventative maintenance with real-time GPS data, track student ridership with Z Pass™, and ensure inspections are completed with the only patented Electronic Verified Inspection Reporting (EVIR®) system.

ZONAR®

For more information, visit zonarsystems.com

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Rev 8/18/17

STUDENT TRACKING SYSTEM - Estimated Costs

	Annual Costs	Totals
Zpass	$60 annually/per unit X 131 buses & 2 vans	$7,980
Zpass +	Additionall $36 annually/per unit	$4,788
Safe Stop	Additionall $120 annually/per unit	$15,960

* Zpass is the foundation service that will fire up the student tracking capabilities.
* Zpass + is the parent notification add-on.
* Safe Stop is a bus-tracking service. It is an alternative to Zpass + as it has notification capabilities & can be integrated with Zpass but also allows parents to know the ETA of their childrens bus.

	Other Related Costs	Totals	
Zpass Hardware	$100 per unit	$13,300	
Zpass Student Cards	$1.95 each	$10,635	D47-5454 & ST&Im- 228 Bus Riders Only
Zpass Student Cards	$1.95 each	$8,775	D155 - Based on 4,500 Bus Riders Only

TJA Budget - FY 2018/2019

Account #	Name	FY 17/18 Budget	FY 17/18 Actual as of 03/31/2018	Actual/ Budget	FY 18/19 Budget	FY 18/19 Budget/F Y 17/18 Budget	18/19 vs. 17/18 Budget	FY 18/19 Budget/ FY 17/18 Actual	Comments
41.2550.0111.00	Salary-Director of Trans	$ 85,490	$ 72,602	84.9%	$ 88,696	3.3%	$ 3,206	22.2%	Penny Fleming
41.2550.0111.06	Salary - Assist Director/Safety Mngr	62,250	45,267	72.7%	64,585	3.3%	2,335	42.7%	Collin McCormick
41.2550.0111.07	Salary - Routing Manager	51,875	35,548	68.5%	52,469	1.1%	594	47.6%	Norma Urbina $50,469; OT-$2,000.00
41.2550.0111.09	Salary - Admin Assistant	46,318	33,701	72.8%	46,688	0.8%	370	38.5%	Maria Xanos
41.2550.0111.10	Salary - Head Dispatcher I	50,217	31,437	62.6%	51,815	3.2%	1,598	64.8%	Lisa Russo $44,215; OT-$5,000.00; Stipend-$2,600.00($100.00 on call every other weekend)
41.2550.0111.13	Salary - Dispatcher II	48,311	29,536	61.1%	49,533	2.5%	1,222	67.7%	Yvonne Rhodes $41,933;OT-$5,000.00;Stipend-$2,600.00 ($100.00 on call every other weekend)
41.2550.0111.13	Salary - Transportation Specialist				36,756				Mike Wiley $34,756; OT $2,000
41.2550.0212.00	IMRF-Office	35,825	26,164	73.0%	41,788	16.6%	5,963	59.7%	IMRF: 10.70% x $390,542
41.2550.0213.00	FICA - Office	21,360	14,806	69.3%	24,214	13.4%	2,854	63.5%	FICA: 6.2% x $390,542
41.2550.0214.00	Medicare - Office	4,995	3,463	69.3%	5,663	13.4%	668	63.5%	Medicare: 1.45 x 390,542
41.2550.0222.00	Hospital Insurance - Office	60,000	43,872	73.1%	65,500	9.2%	5,500	49.3%	Penny/Colin-$700 per month, $6600 January HSA; $659.00 x 5
41.2550.0310.00	Professional	103,000	49,231	47.8%	149,900	45.5%	46,900	204.5%	D47 payroll services; $12,100; Office cleaning $22,000.00 , Althoff HAVC $5,000.00, LeachElectric;$38,000.00, Stan's Office Equip $2,000.00; Leach cleaning, $3,000; InstalTankSystemLeach,$1,200.; LeachTankSvc,$24,600.; yearly Zonar fee - $30,000; T. Park - computers; Midwest Time Recorder, $6,650
41.2550.0317.00	Audit	8,100	8,050	99.4%	8,400	3.7%	300	4.3%	
41.2550.0318.00	Legal	1,000	0	n/a	20,000	1900.0%	19,000	n/a	
41.2550.0321.00	Garbage/Exterminations	5,000	3,536	70.7%	5,000	0.0%	0	41.4%	Garbage removal, Leach/1204 S. McHenry Ave, exterminator
41.2550.0323.00	Repairs & Maintenance	70,000	27,456	39.2%	50,000	-28.6%	(20,000)	82.1%	Shop Uniforms $13,000.00; 1204 Parking lot repair $28,000
41.2550.0325.00	Leases	34,000	22,283	65.5%	61,000	79.4%	27,000	173.8%	Leach Lot rental - $44,500 yearly; storage locker $500.00; $2400- Marlin; Leach - Electric $4000; Trailer-$8,900
41.2550.0332.00	Travel & Meeting	9,000	365	4.1%	7,500	-16.7%	(1,500)	1954.8%	Office training; Roadeo: IAPT;NAPT, mechanic school, NAPT for trainers
41.2550.0333.02	Special Ed Cabs	28,000	25,846	92.3%	60,000	114.3%	32,000	132.1%	
41.2550.0234.00	Health Insurance Exchange	20,000	0	n/a	20,000	0.0%	0	n/a	- Affordable Care Act - 3 months exposure
41.2550.0341.00	Telephone	23,000	15,295	66.5%	30,200	31.3%	7,200	97.5%	Ansercall yearly; AT & T, Leach & fax Verizon cell phones - yearly; AT&T land lines & Comcast Internet -$7,200.00
41.2550.0342.00	Postage	6,500	2,542	39.1%	3,500	-46.2%	(3,000)	37.7%	Beginning year letters and yearly postage, Fed-EX
41.2550.0351.00	Legal Notices	500	40	8.0%	500	0.0%	0	1150.0%	Publishers Certificates, ad's, etc
41.2550.0370.00	Water/Sewer	950	389	40.9%	800	-15.8%	(150)	105.7%	
41.2550.0382.00	Unemployment Comp	10,000	0	0.0%	10,000	0.0%	0	#######	
41.2550.0410.00	Supplies	10,000	7,408	74.1%	10,000	0.0%	0	35.0%	Office supplies, salt for snow control
41.2550.0465.00	Heat	7,000	4,120	58.9%	7,000	0.0%	0	69.9%	
41.2550.0466.00	Electric	5,000	0	n/a	5,000	0.0%	0	n/a	
41.2550.0470.00	Software	300	0	n/a	300	0.0%	0	n/a	Skyward yearly fee
41.2550.0540.00	Capital Outlay	0	0	n/a	0	n/a	0	n/a	line item moved to Non Capitalized Equipment
41.2550.0640.00	Dues & Fees	500	2,098	419.6%	500	0.0%	0	-76.2%	NAPT / IAPT /MCDTA dues
41.2550.0690.00	Awards/Incentives	21,000	7,762	37.0%	19,000	-9.5%	(2,000)	144.8%	service awards, contractual safety bonus - "Driver/Attendant of the Year" program - Holiday lunch -End Of Year lunch - Pancake Breakfast
41.2550.0710.00	Non Capitalized Equipment & Parts	10,000			10,000				new equipment $500 - $4900
41.2552.0111.01	Operation Salaries	1,964,542	1,247,995	63.5%	2,023,478	3.0%	58,936	62.1%	**Contingent upon negotiations**
41.2552.0111.02	Special Education Salaries	1,746,540	845,661	48.4%	1,798,936	3.0%	52,396	112.7%	**Contingent upon negotiations**
41.2552.0111.47	Field Trip Salaries	72,740	61,555	84.6%	74,922	3.0%	2,182	21.7%	**Contingent upon negotiations** - D47 field trips
41.2552.0111.55	Field Trip Salaries	268,220	154,451	57.6%	276,267	3.0%	8,047	78.9%	**Contingent upon negotiations** - D155 field trips
41.2552.0111.04	Field Trip - other salaries	36,000	(13,225)	-36.7%	36,000	0.0%	0	-372.2%	billable from park district, ymca, girl scouts
41.2552.0111.05	Driver Training	50,000	64,789	129.6%	70,000	40.0%	20,000	8.0%	Initial training, individualized training; retraining; workshop
41.2552.0212.00	IMRF-Drivers/Attend	418,100	257,155	61.5%	450,500	7.7%	32,400	75.2%	IMRF: 10.70% x $4,209,603.00
41.2552.0213.00	FICA-Drivers/Attend	249,300	149,146	59.8%	261,000	4.7%	11,700	75.0%	FICA: 6.2% x $4,209,603.00

TJA Budget - FY 2018/2019

Account #	Name	FY 17/18 Budget	FY 17/18 Actual as of 03/31/2018	Actual/ Budget	FY 18/19 Budget	FY 18/19 Budget/FY 17/18 Budget	18/19 vs. 17/18 Budget	FY 18/19 Budget/ FY 17/18 Actual	Comments
41.2552.0214.00	Medicare - Drivers/Attend	58,500	34,881	59.6%	61,100	4.4%	2,600	75.2%	Medicare: 1.45 x $4,209,603.00
41.2552.0222.00	HRA Drivers	380,000	216,241	56.9%	380,000	0.0%	0	75.7%	HRA, Term Insurance
41.2552.0240.00	Operations Physicals	26,000	16,905	65.0%	26,000	0.0%	0	53.8%	Annual Physicals; Randoms
41.2552.0310.00	Professional	4,800	0	n/a	2,000	-58.3%	(2,800)	n/a	
41.2552.0323.00	Repairs & Maintenance	10,000	2,461	24.6%	8,500	-15.0%	(1,500)	245.4%	
41.2552.0381.00	Bus, Fire & Liability	466,905	299,707	64.2%	481,100	3.0%	0	60.5%	Work Comp- $313,092.; Property/ Inland Marine - $3,293.; General Liability - $19,480.; EPLI - $6,383.; Assurance Agency Umbrella - $14,500.; Auto,Gallagher Bassett - buses
41.2552.0410.00	Operations Supplies	25,000	11,029	44.1%	18,000	-28.0%	(7,000)	63.2%	bus cleaning supplies; paper towels; toilet tissue; coffee; I-PASS;
41.2552.0410.02	Special Ed/Safety Equipment	9,000	217	2.4%	9,000	0.0%	0	4047.5%	Safety budget & Special Ed budget combined
41.2552.0410.03	Field Trip Expenses	500	0	n/a	500	0.0%	0	n/a	Dist 47 & 155 - Tolls; Parking
41.2552.0410.04	Field Trip Expenses - other	0	0	n/a	0	n/a	0	n/a	Out of District - Meals; Tolls; Parking
41.2552.0464.00	Gas & Oil	590,000	320,499	54.3%	871,000	47.6%	281,000	171.8%	Based upon est 260,000 gals @ $3.35 including taxes, grease, washer fluid, transmission fluid, oil, coolant, DEF, etc, est $15,000.
41.2552.0540.00	Capital Outlay	1,100,000	531,852	48.4%	1,007,276	-8.4%	(92,724)	89.4%	12 New Full Size Buses
41.2552.0710.00	Non Capitalized Equipment & Parts		0						new equipment $500 - $4900
41.2554.0118.00	Maintenance Salaries	207,000	147,915	71.5%	214,760	3.7%	7,760	45.2%	Tim: $79,751 (salary) position; Toby: $47,390($22.78); Jim: $45,890($22.06); Ceferino: $35,412($17.02) + $5,200 OT
41.2554.0212.00	IMRF-Mechanics	21,600	15,971	73.9%	23,000	6.5%	1,400	44.0%	IMRF: 10.7% x $214,760
41.2554.0213.00	FICA - Mechanics	12,900	7,132	55.3%	13,316	3.2%	416	86.7%	FICA: 6.2% x $214,760
41.2554.0214.00	Medicare - Mechanics	3,050	1,668	54.7%	3,115	2.1%	65	86.8%	Medicare 1.45 x $214,760
41.2554.0222.00	Hospital Insurance - Mech	32,500	24,427	75.2%	33,800	4.0%	1,300	38.4%	659.00 x 4
41.2554.0323.00	Repairs & Maintenance	120,000	42,839	35.7%	100,000	-16.7%	(20,000)	133.4%	Towing; Major repairs, tires
41.2554.0339.00	Permits/License/Inspections	10,000	7,395	#NAME?	10,000	0.0%	0	35.2%	
41.2554.0410.00	Maintenance Supplies	200,000	193,949	97.0%	260,000	30.0%	60,000	34.1%	Shop-towels; belts; brakes, etc. 6 Zonar units:$2,300.
41.2554.0540.00	Capital Outlay	0	0	n/a	40,000	n/a	40,000	n/a	new equipment over $5000
41.2554.0710.00	Non Capitalized Equipment & Parts	44,000	43,672	99.3%	60,000	36.4%	16,000	37.4%	new equipment $500 - $4900 - 6 camera systems:$12,000.
SUBTOTAL	**Expenditures**	**8,966,688**	**5,199,104**	**58.0%**	**9,619,877**	**7.3%**	**602,238**	**85.0%**	
41.1991.47	District 47 Revenue	5,380,013	4,557,199	**84.7%**	5,771,926	7.3%	391,913		
41.1991.55	District 155 Revenue	3,586,675	3,110,530	**86.7%**	3,847,951	7.3%	261,276		
	Other FT Revenue	36,000			36,000				
SUBTOTAL	**Revenues**	**8,966,688**	**7,667,728**		**9,619,877**		**653,189**		
TOTALS	**Revenue-Expenditures**	**$ -**	**$ (2,468,624)**		**$ -**		**$ (50,951)**		
									Revised 08-31-2018

School Districts 47 & 155 dba
Transportation Joint Agreement



1204 S McHenry Avenue
Crystal Lake, IL 60014
Office (815) 455-0558
Fax (815) 459-9115

Penny Fleming CDPT, Director of Transportation
Collin McCormick, Assistant Director of Transportation & Safety
Kathy Emmel, Accounting & HR Processor
Norma Urbina, Route Manager
Lisa Russo, Head Dispatcher
Yvonne Rhodes, Dispatcher
Michael Wiley, Transportation Specialist
Timothy Oppenhagen, Shop Foreman

TO: TJA Advisory Board
FR: Collin McCormick
RE: Report from the Assistant Director
DT: August 31, 2018

7.0 Report from the Assistant Director

7.1 Crash Report: TJA has experienced 1 preventable and 1 non-preventable crashes to date. See attached report.

7.2 Workers Compensation Report: TJA has experienced 0 work related injuries to date. See attached report.

7.3 Training/Back to School Meeting: TJA currently has 3 drivers in training. At the "Back to School" meeting welcomed everyone back, discussed new hires, and gave appreciation. For training, we covered the annual Blodborne Pathogens" training, freshened up on PBIS for district 47, and previewed the new attendance software. We also reviewed some policies and procedures and touched on the new parking arrangements, as well as the new bidding procedures that were put in place for this school year. See attached Handout.

Preventable Crash

Date	Vehicle #	Students (Y/N)	Description

Preventable Crash TJA Lot

Date	Vehicle #	Students (Y/N)	Description
8/20/2018	367	N	After positioning the bus in its parking stall, the driver failed to set the parking brake, resulting in the bus rolling into the fence.

Non - Preventable Crash

Date	Vehicle #	Students (Y/N)	Description
8/23/2018	252	N	While waiting at a stop light on McHenry Ave at the intersection of Barlina Rd in Crystal Lake, IL, the bus was struck in the rear by another vehicle. No damage to the bus, minor damage to the other vehicle, and no injuries.

Worker's Compensation

Date	Lost Time? Y/N		Return to work	Restrictions	Return Full Duty	Description

WORKER'S COMPENSATION

School Year	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Year Total	Still Open
2018/2019	0	0	0	0	0	0	0	0	0	0	0	0	**0**	**0**
2017/2018	0	0	0	2	1	0	0	2	0	1	1	0	**7**	**4**
2016/2017	0	1	2	2	2	0	2	1	0	1	2	0	13	5
2015/2016	0	0	2	0	0	1	1	0	0	0	0		4	0
2014/2015	0	0	2	0	3	0	3	1	0	2	1	0	12	0
2013/2014	0	0	0	1	2	3	0	3	2	1	0	0	12	2
2012/2013	0	0	1	3	0	0	1	3	2	2	0	1	13	0
2011/2012	0	0	1	1	0	1	0	2	0	0	0	0	5	0
2010/2011	0	0	1	0	2	1	1	0	0	1	2	1	9	0

Total Claims Remaining Open	11

CRASHES

School Year	Jul		Aug		Sep		Oct		Nov		Dec		Jan		Feb		Mar		Apr		May		Jun		TOTALS		
	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Total Annual Crashes
2018/2019	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	2
2017/2018	0	0	0	0	4	2	1	1	3	1	1	2	0	0	4	1	2	1	2	5	3	1	0	2	20	16	36
2016/2017	0	0	2	1	3	2	2	1	2	3	1	1	2	2	2	1	0	0	2	0	3	1	0	0	19	12	31
2015/2016	0	0	1	1	4	5	5	0	0	2	1	0	2	0	2	0	3	0	1	0	2	0	0	0	21	8	29
2014/2015	1	0	0	0	0	0	3	2	1	1	1	0	3	4	0	0	1	2	2	2	1	2	0	0	13	13	26
2013/2014	0	0	0	0	0	0	2	2	3	1	0	2	0	0	2	2	1	2	1	1	0	1	0	0	9	11	20
2012/2013	0	0	0	0	1	3	5	1	1	0	2	0	3	1	2	1	1	2	2	1	0	0	0	0	17	9	26
2011/2012	0	0	3	1	4	3	1	0	0	1	0	1	3	2	4	1	1	0	0	1	1	0	0	0	17	10	27
Total/Month	1		9		31		26		19		12		22		22		16		20		15		2				

School Districts 47 & 155 dba

Transportation Joint Agreement



1204 S McHenry Avenue
Crystal Lake, IL 60014
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Kathy Emmel, Accounting & HR Processor
Norma Urbina, Route Manager
Lisa Russo, Head Dispatcher
Yvonne Rhodes, Dispatcher
Michael Wiley, Transportation Specialist
Timothy Oppenhagen, Shop Foreman

TO: Drivers & Attendants
FR: Penny Fleming
DT: August 15, 2018
RE: Minutes from August 7, 2018 Mandatory Meeting

- Drivers & Attendants were welcomed back
- New hires were introduced and welcomed.
- Kathy Emmel was introduced and welcomed. Kathy has filled the position of Accounting & HR Processor.
- Professionalism & Teamwork were discussed. TJA is still experiencing a driver shortage. We are thankful for all who pitched in last year to make it all work and we will need your help as we enter the new school year.
- Appreciation to: Driver of the Year, Bus Washers, Painters, Open House workers, Trainers, Roadeo Contestants, Parade Committee, and everyone who helped around TJA over the summer.
- A Bloodborne Pathogens video was presented
- Bus Parking: Bus stalls at TJA have been extended to 12 foot stalls. This will result in more buses parking at Leach. Buses will be assigned stalls at Leach and at TJA after the second round of bus bids are assigned.
- Leach Trailer: The Leach trailer has been replaced. The electric and waist tank system have not yet been hooked up. We expect it will be ready by the first day of school. Leach drivers are not to bring in any personal furniture – keep it professional.
- TJA/Leach Assignment – Routes will determine which facility you will work from.
- Payroll – Kathy Emmel discussed the new payroll software. Time sheets have a new look. The time clock will no longer display your number, it will display your name when you punch in and out. Field trip tickets must be turned in by 5:00pm the day following the trip date and Friday, Saturday and Sunday trip tickets must be turned in by 5:00pm the Monday immediately following the weekend trip in order to make payroll. Any trip tickets turned in after this time, will be processed on the following payroll.
- Special Ed Equipment – Please see Mike or drop him a note for any special ed equipment that you are taking. Mike is keeping inventory of all special ed equipment.
- Personal Days: Due to the driver shortage, I will only be approving personal days for up to three (3) people per day. Personal days are approved on a first-come first-serve basis. If your request is denied, you will be expected to be at work.
- Dress Code: Dress code was reviewed and it was recommended that drivers and attendants review the handbook for dress code rules.
- Blackboard: Drivers and Attendants are responsible for updating their personal information. See Kathy Emmel to update your information.
- TJA DOT lot: TJA plans to assign driver parking stalls in the DOT lot at TJA. This could take some time before we get to it. Once assigned, TJA may reassign your parking stall at any time. TJA employees are not to park in the added part of the lot, as the addition is for Habor Oaks staff.

- Parade Committee: Drivers and Attendants should consider joining the parade committee. Many people with different talents are needed to make the best parade bus possible.
- Route bidding dates were announced.
- Employee Recognition Program: Details of the program were covered.
- Training on Attendance Software: Collin presented information on how to access your own print out of hours using the new attendance software. You will be able to access this information on a computer or on your mobile device. This program will also be set up on the computers in the drivers room.
- Training on Conduct/Incident Reports: Collin reviewed procedures for Conduct and Incident Reports.
- PBIS Training: Collin reviewed PBIS and Bus Bucks system. Students should be given only 1 bus buck at a time.

If you missed the meeting and would like more detailed information on the training items, please see Collin.

Minutes of the TJA Advisory Committee
Wednesday, June 6, 2018

1. **Call to Order:** The meeting of the TJA Advisory Committee was called to order by Penny Fleming at 1:06 p.m. at the TJA office, 1204 S McHenry Avenue, Crystal Lake, Illinois, 60014.
2. **Roll Call:** Present, Mrs. Palsgrove, Mrs. Nelson, Mr. Seacrest, and Mr. Davis.

   Absent: Mr. Fetzner
3. **Approval of Minutes:** Mrs. Palsgrove moved, and was seconded by Mr. Seacrest to approve the regular session minutes. Motion passed unanimously.
4. **Correspondence:** Bus Biz
5. **Citizens Input:** None
6. **Report from the Director:**

   6.1 Financial Reports – As of April 30, 2018 TJA's budget is at 64.16% of monies spent. Ms. Fleming noted that the budget does not yet reflect the cost of the 6 buses scheduled for delivery in June.

   6.2 Personnel – TJA is looking to fill 10 to 11 open driving positions. Ms. Fleming stated that the driver shortage is causing additional stress in all areas of the department. An idea was brought to the table to put out signs at the schools.

   6.3 Fuel – TJA has currently used 225,256 gallons of fuel. Mrs. Nelson noted that a vendor was upset that the about the bid being for one year.

   6.4 Leach Trailer Update – Ms. Fleming brought to the boards attention that we continue to have new challenges regarding the replacement of the trailer. Some current issues included the septic ($1,180) and electrical ($5,000 budgeted).

   6.5 Proposed 2018/2019 TJA Budget – Ms. Fleming shared the proposed budget.

   6.6 TJA Advisory Board Meeting Schedule 2018/2019 – The meeting dates for the 2018/2019 school year are scheduled for 1pm and the dates are as follows: September 5th and November 7th of 2018 and; January 9th, March 6th, May 8th, and June 5th of 2019.

7. **Report from the Assistant Director:**

   7.1 Crash Report – TJA has experienced 20 preventable and 14 non-preventable crashes to date.

   7.2 Worker's Compensation Report: TJA has experience 7 work related injuries to date.

   7.3 Time Management Software – Mr. McCormick proposed to upgrade the current "Attendance Enterprise" software to "Attendance On-Demand."

      i. **Approval of Upgrade to Attendance On-Demand" Service:** Mr. Secrest moved, and was seconded by Mrs. Palsgrove to approve the purchase of the new "Attendance On-Demand" attendance service. Motion passed unanimously.

Mrs. Nelson motioned, and was seconded by Mr. Davis, to go into Executive Session and the motion carried unanimously.

Mrs. Palsgrove motioned, and was seconded by Mr. Davis, to return from Executive Session. Motion carried unanimously.

8. **Executive Session:** EXECUTIVE SESSION FOR THE PURPOSE OF THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE

PUBLIC BODY 5ILCS 120/2(C)(1) AND COLLECTIVE NEGOTIATING MATTERS BETWEEN THE PUBLIC BODY AND ITS EMPLYEES 5 ILCS 120/2(C)(2).

9. **Any other matters that come before the board:** Mrs. Fleming asked for a good number for Legal. Mr Davis said $20,000. Ms. Fleming will send copies of salaries.

10. **Adjournment:** Mr. Secrest moved, and was seconded by Mrs. Nelson, to adjourn. All ayes, motion carried at 2:20 p.m.

Next meeting: September 5, 2018 @ 1:00 p.m.
Submitted by: Collin McCormick

School Districts 47 & 155 dba

Transportation
Joint
Agreement



1204 S McHenry Avenue
Crystal Lake, IL 60014
Office (815) 455-0558
Fax (815) 459-9115

Penny Fleming CDPT, Director of Transportation
Collin McCormick, Assistant Director of Transportation and Safety
Kathy Johnson, Administrative Assistant
Norma Urbina, Route Manager
Lisa Russo, Head Dispatcher
Yvonne Rhodes, Dispatcher
Timothy Oppenhagen, Shop Foreman

Agenda

Transportation Joint Agreement: Advisory Board
Wednesday, November 7, 2018 @ 1:00 p.m.

1.0 Call to Order

2.0 Roll Call

3.0 Approval of Minutes of Previous Meeting

4.0 Correspondence

5.0 Citizen Input

6.0 Report from the Director
- 6.1 Financial Reports
- 6.2 Personnel
- 6.3 Fuel
- 6.4 Update on Leach Electrical Outlets
- 6.5 Update on Student Tracking Systems
- 6.6 National School Bus Safety Week
- 6.7 Middle School Pick-up/Drop-off Policy
- 6.8 School Bus Bids
- 6.9 Stop Arm Patrol
- 6.10 Telephone Upgrade

7.0 Report from the Assistant Director
- 6.1 Crash Report
- 6.2 Worker's Compensation Report
- 6.3 Training

7.0 Executive Session for the Purpose of Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body 5ILCS 120//2(c)(1), Negotiating Matters 5 ILCS 120/2(c)(2), and Litigation 5ILCS 120/2(c)(11).

8.0 Any other matters that come before the board

9.0 Adjournment

1.

Minutes of the TJA Advisory Committee

Wednesday, September 5, 2018

1. **Call to Order**: The meeting of the TJA Advisory Committee was called to order by Penny Fleming at 1:01pm. At the TJA Office, 1204 S. McHenry Ave, Crystal Lake, Illinois, 60014
2. **Roll Call**: Present, Dr. Hinz, Mrs. Nelson, Mr. Seacrest, and Mr. Davis.
   Absent: Mr. Fetzner and Mrs. Palsgrove

3. **Approval of Minutes**: Mrs. Nelson moved and was seconded by Mr. Davis to approve the regular session minutes. Motion passed unanimously.

4. **Correspondence**: None

5. **Citizen Input**: None

6. **Report from the Director**

   6.1 Financial Reports – As of July 31, 2018, TJA's budget is at 3.8% of monies spent.

   6.2 Personnel – TJA is looking to fill 15-16 open driver positions. 2 current drivers are on long term FMLA leave and 2 more current drivers have requested FMLA paperwork. 3 drivers are currently in training, 1 new driver did not pass training. Advertising dollars spent are higher due to additional funds used for help wanted ads.

   6.3 Fuel - Fuel consumption is at 15,001 gallons to date. Costs for 2017/2018 came in under budget. Costs for 2018/2019 will increase due to higher fuel drop costs and no long term lock on pricing this year. Last year per gallon cost was $1.99 while this year the cost is based on the daily OPIS rate.

   6.4 Route Revision/Map Upgrade**:** TJA revised routes for the 2018/2019 school year utilizing the Versa Trans Map Upgrade. These revisions resulted in the elimination of fifteen routes for a total of five route sets. The changes have made it possible for TJA to get students to and from school with the limited driving staff we currently have while also allowing us to service growing programs. However, some consequences to these changes are impacting the level of service we are providing. While routes look good as listed, busses are fuller and routes are running back-to-back and many are later getting home this year than in previous years. We recognize the need to add routes back into the system, and have identified routes that need relief, but we are unable to do so until staffing issues are resolved. Mr. Seacrest wants to understand how we know the number of drivers needed and asked if there was an industry standard for determining the number of drivers needed for a specific number of routes. Ms. Fleming was unaware of a factor, but would look into it. Number of

drivers needed has been determined by numbers needed in the past for routes and substitutes. It was asked how late have the routes been and are parents still expressing frustration. Ms. Fleming says calls have been reduced since the start of school, but parent expectations differ and that some riders are experiencing longer rides than in the past due to route changes. Ms. Fleming says driver shortage seems to be a nationwide problem.

6.5 Leach Trailer Update: 6 buses were added at Leach and contractual obligations required us to move an additional 11 buses to the Leach facility over the summer. This has resulted in additional related expenses that were not accounted for. The layout as it pertains to electricity was completely different from the old trailer which increased the cost of the electrical work. Additional electric work needs to be done to provide electrical plugs for the added buses and lighting for the area they will be parking. More drivers are working out of the Leach facility, so a larger waist holding tank system is required. The total additional Leach expenses that were not planned for are estimated at $62,730.

6.6 Quotes for Leach Electrical Outlets: Electrical posts with plugs for buses and lighting needs to be installed at Leach. This work needs to be done before November so that buses can plug in during the cold months. TJA requested quotes from three (3) vendors and to date has received two (2) quotes. Black Diamond Quote was $25,000.00, Associated Electric was $20,000.00, Cary Electric has not responded with a quote. Mr. Jeff Dower advised that he knew a contractor and would provide Ms. Fleming with contact information.

6.7 Zonar ZPass Student Tracking System: TJA has been asked to explore Zonar's Student Tracking system, ZPass. ZPass offers several options for student tracking that range from $12,768 - $23,940 annual service cost for the entire fleet. Minimum start-up cost for D47 only is estimated to be $24,000. The total minimum start-up cost for both districts is estimated to be $33,000. This would be used as a tool, like Blackboard, as a communication tool between bussed students and parents. We are just beginning to explore the different options and will have a solid recommendation within the next 30 days. Dr. Hines and Mrs. Nelson discussed the possible payment by a Title 4 Grant and would not be for TJA budget to bear. Mrs. Fleming asked that any questions be presented to her next week for her to send to Zonar. Possible launch recommended for end of school year

6.8 Revised Proposed 2018/2019 TJA Budget: Ms. Fleming reported a need to increase the budget previously proposed at the June 2018 TJA Advisory Board meeting because of the unforeseen increases in the costs of replacing the trailer at Leach. Ms. Fleming requested a motion for approval to bring the proposed 2018/2019 TJA Budget for a total of $9,619,877 to the District 47 School Board for final approval. Mr. Seacrest called for a motion to approve, second by Mrs. Nelson. The motion was

1.

carried and approved by all present by vote: Dr. Hines-Yes, Mrs. Nelson-Yes, Mr. Seacrest-Yes, Mr. Davis-Yes

7. Report from the Assistant Director

7.1 Crash Report- TJA has experienced 1 preventable and 1 non-preventative crashes to date.

7.2 Worker's Compensation Report – TJA has experienced zero work related injuries to date.

7.3 Training/Back to School Meeting: TJA currently has 3 drivers in training. At the back to school meeting: welcomed everyone back, discussed new hire, and gave appreciation. For training, we covered the annual "blood borne pathogens" training, freshened up on PBIS for district 47 and reviewed the new attendance software. Reviewed some policies and procedures and the new bidding procedures in place for this school year.

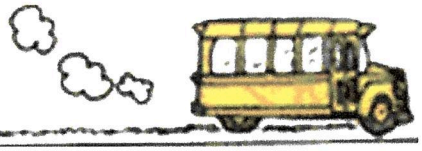
8. Executive Sesson: No Executive Session was called.

9. Any other matters that come before the board- Mr. Seacrest asked if TJA has any current employee incentives to recruit drivers. Ms. Fleming told him about $250.00 given to current employees who recruit a driver who completes probation period. Mr. Seacrest also asked how this year's school start compares to years past. Mrs. Fleming reports the normal parent requests at the start of the year but in excessive amount. Normal parent requests for, special route changes, changes in bus stops and complaints about middle school and high school band bus sharing are still ongoing but have gone down some. Mainly all due to route changes.

10. Adjournment: Mr. Davis moved, seconded by Mrs. Nelson to adjourn. All ayes, motioned carried at 2:22pm . Mrs. Hines had to leave at 1:45pm

Oct. 12, 2018

TJA BUS BIZ



Calendar : Oct. 24 – Early Release- D47
Nov. 14 – Early Release – D47
Nov. 19 through Nov 23– No School – D47
Nov. 21, 22 & 23 – No School – D155
Nov. 23 – FESTIVAL OF LIGHTS PARADE

Directors Corner:

Penny Fleming

Reminder Regarding Clock-in Times: Any time you are driving a school bus, you must be on the clock to be covered by insurance. Punching in early so that you can arrive to a school early, is not permitted. Most afternoon clock-in times are 1:45, which allows for plenty of time to arrive to the middle schools by 2:05. Drivers should not be in their buses prior to 1:45, unless your schedule is different from most due to a special ed route or some other circumstance that has been approved by the office.

October 22nd through 26th is

NATIONAL SCHOOL BUS SAFETY WEEK

We will close out the week by honoring our fabulous and very dedicated School Bus Drivers and Attendants with our annual

PANCAKE BREAKFAST

When: Friday, October 26th– 5:45 – 9:30am
Where: TJA Breakroom



On the Menu

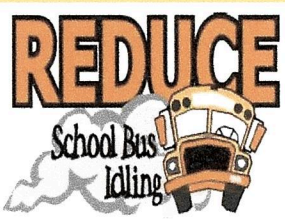
Pancakes
Sausage
Orange Juice
Coffee

Route Ways:

Norma Urbina

Route Review: If you have changes that need to be made to your route, please see Norma or Mike. If it's a minor change, you may leave either of them a note in their mailbox.

Idling: TJA is closely monitoring idle times. Are you doing everything you can to reduce your idle times?



Halloween Reminders:

With Halloween quickly approaching, please remember, per TJA policy, **NO FOOD TREATS** of any kind can be passed out to students. Small gifts such as pencils, stickers, etc., are allowed. If you wear a costume, it must be appropriate for students and must not impair your vision while driving.





Daylight Savings Time Ends

Sunday, November 4, 2018

Don't forget to set your clocks back.



FESTIVAL OF LIGHTS PARADE

Friday, November 23rd

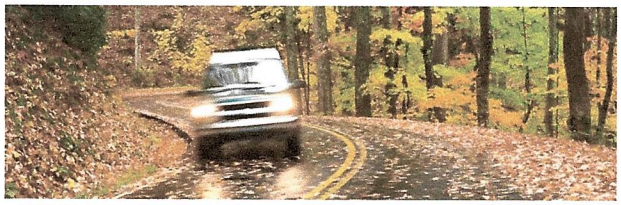
TJA has entered a bus in the Festival of Lights Parade 11 times and has won 10 trophies!! That's quite a record. This year, the bus is going to be Bumble, the Abominable Snow Man from the movie Rudolf the Red Nosed Reindeer. We need lots of volunteers. There are many different ways you can help. You can help decorate the bus, disassemble the bus after the parade, walk in the parade with the bus, donate candy to pass out at the parade, donate needed decorations, etc. A sign-up sheet will be posted on the board sometime next week. The list will include the various areas in which help is needed. Please consider being a part of this wonderful event. This is a great opportunity to give back to the community and to earn points for the recognition program. More info to come!!

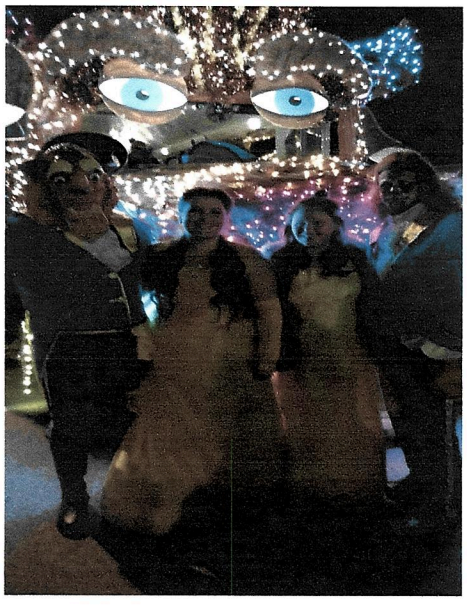
SAFETY TIPS

Collin McCormick

TJA Lot: Please remember that the speed limit in the TJA parking lot is 5 mph. Also, backing buses and pedestrians always have the right of way.

Fall Driving Tips: Fall is filled with all sorts of beautiful scenery. Don't forget to take it all in. But fall is not just about changing leaves, colder days, and shorter nights, it also creates hazards that you might not think of. Don't forget that objects on the road can cause conditions to change. That big pile of leaves may contain something dangerous, or reduce your stopping power while driving over them. Also, normal fluids on the road (i.e. oil or fuel) can thicken, and when it rains, can create a super slippery surface. Remember that each season creates its own unique set of driving circumstances and to be alert at all time.





2017 Winner

Beast from Beauty & the Beast

Designed by Stacey Balmes

Pictured (from left to right): Mike Hinz, Tabitha Huber, Savanah Krajnovich, Ryan Krajnovich

Electronic News Letter: If you would like for your newsletter to be sent electronically instead of a paper copy, please send your request to me at psfleming@d47.org

School Districts 47 & 155 dba

Transportation
Joint
Agreement



1204 S McHenry Avenue
Crystal Lake, IL 60014
Office (815) 455-0558
Fax (815) 459-9115

Penny Fleming CDPT, Director of Transportation
Collin McCormick, Assistant Director of Transportation and Safety
Kathy Emmel, Accounting & HR Processor
Norma Urbina, Route Manager
Lisa Russo, Head Dispatcher
Yvonne Rhodes, Dispatcher
Michael Wiley, Transportation Specialist
Timothy Oppenhagen, Shop Foreman

TO: TJA Advisory Board
FR: Penny Fleming
RE: Report from the Director
DT: November 2, 2018

6.0 Report from the Director

6.1 Financial Reports: TJA's budget is at 22.52% of monies spent as of September 30, 2018.

6.2 Personnel: TJA is still hiring to fill open driving positions. Report attached.

6.3 Fuel: Fuel consumption is at 59,506 gallons to date. Report attached.

6.4 Update on Leach Electrical Outlets: Electrical posts with plugs for buses and lighting needs to be installed at Leach. TJA received a third quote from KII Electrical Contractors, Inc. which was the lowest quote of three at a cost of $12,500.00. The work is scheduled to begin the week of November 5th, 2018.

6.5 Update on Student Tracking Systems: Administrators from districts 47 & 155, and from TJA attended presentations for two student tracking systems. Zonar's ZPass and Tyler Technologies Tyler Drive and e-Link & Onscreen systems. While both systems provide a student tracking system, the Tyler system provides many additional services. More information has been requested regarding Zonar's ZPass system. We have requested a second presentation from Zonar with a representative who can answer more of the technical questions the group has. Attached are quotes from both companies.

6.6 National School Bus Safety Week: October 22nd through October 26th was National School Bus Safety Week. TJA worked with D47's Coordinator of Community Relations to provide safety information to parents, students and the general public. Communication was sent out to parents, safety tips were added to the D47 web-site and we provided 15 second and 30 second public service announcements to Star 105.5 which were played several times throughout the week. TJA also provided safety tips for drivers on the message board in the TJA breakroom. To show our appreciation to our Drivers and Attendants, we wrapped up the week with a pancake breakfast which was cooked and served by TJA, D47 & D155 Administrators.

6.7 Middle School Pick-up/Drop-off Policy: TJA is requesting to revisit the long standing policy that allows middle school students to get on and off the bus at any stop on their assigned route. Due to recent problems and state recommendations, TJA is proposing that all students may only get on & off the bus at their assigned bus stop. Discussion

6.8 School Bus Bids: See attached

6.9 Stop Arm Patrol: The Village of Lakewood is requesting permission for officers to ride along on school bus routes in their area for the purpose of conducting stop arm patrol. Discussion.

6.10 Telephone Upgrade: Attached is a quote for telephone upgrades for TJA. The upgrade would provide Voice over IP and calls can easily be redirected between the district office and transportation, etc. This is still in the beginning stages as there are several items that would still need to be worked out, such as the transportation after hours answering service. Discussion

2018-2019

Account # & Name	Dist. #	July	August	September	Total		Budget 2018-2019	% of Budget	Account Total
41.2550.0111.00	47	4,709.01	4,106.16	3,715.30	12,530.47				
Salary - Director of Trans.	155	2,765.61	3,896.14	3,074.58	9,736.33	22,266.80	88,696.00	25.10%	$ 22,266.80
41.2550.0111.06 Salary	47	3,107.27	2,530.82	2,698.80	8,336.89				
Asst. Director/Safety Mngr	155	1,824.91	2,401.36	2,233.38	6,459.65	14,796.54	64,585.00	22.91%	$ 14,796.54
41.2550.0111.07	47	4,174.35	3,575.51	4,723.85	12,473.71				
Salary-Routing Manager	155	2,451.61	3,392.63	3,909.19	9,753.43	22,227.14	89,225.00	24.91%	$ 22,227.14
41.2550.0111.09	47	1,062.75	1,731.18	1,862.44	4,656.37				
Salary - Admin. Assistant	155	624.16	1,642.64	1,541.25	3,808.05	8,464.42	46,688.00	18.13%	$ 8,464.42
41.2550.01118.10	47	4,174.87	3,400.35	4,754.06	12,329.28				
Salary -Head Dispatcher I	155	2,451.91	3,226.43	3,934.20	9,612.54	21,941.82	51,815.00	42.35%	$ 21,941.82
41.2550.0111.11	47				-				
Salary - Dispatcher II	155				-	-	49,533.00	0.00%	$ -
41.2550.0212.00	47	1,827.91	1,628.00	1,883.74	5,339.65				
I.M.R.F. - Office	155	1,073.54	1,544.72	1,558.87	4,177.13	9,516.78	41,788.00	22.77%	$ 9,516.78
41.2550.0213.00	47	1,064.61	945.34	1,094.40	3,104.35				
F.I.C.A. - Office	155	625.24	896.99	905.67	2,427.90	5,532.25	24,214.00	22.85%	$ 5,532.25
41.2550.0214.00	47	248.98	221.09	255.96	726.03				
Medicare - Office	155	146.23	209.78	211.81	567.82	1,293.85	5,663.00	22.85%	$ 1,293.85
41.2550.0222.00	47	2,752.31	2,678.88	2,583.11	8,014.30				
Hospital Insurance - Office	155	1,616.43	2,541.86	2,137.63	6,295.92	14,310.22	65,500.00	21.85%	$ 14,310.22
41.2550.0310.00	47	157.50	9,786.09	2,084.76	12,028.35				
Professional	155	92.50	9,285.54	1,725.24	11,103.28	23,131.63	149,900.00	15.43%	$ 23,131.63
41.2550.0317.00	47				-				
Audit	155				-	-	8,400.00	0.00%	$ -
41.2550.0318.00	47		421.87		421.87				
Legal	155		400.29		400.29	822.16	20,000.00	4.11%	$ 822.16
41.2550.0321.00	47	239.19	194.81	276.36	710.36				
Garbage/Extermination	155	140.47	184.85	228.70	554.02	1,264.38	5,000.00	25.29%	$ 1,264.38
41.2550.0323.00	47	4,022.55	5,045.12	18,735.75	27,803.42				
Repairs & Maintenance	155	2,362.45	4,787.07	15,504.67	22,654.19	50,457.61	50,000.00	100.92%	$ 50,457.61
41.2550.0325.00	47	133.88	1,825.13	4,687.16	6,646.17				
Leases	155	78.63	1,731.77	3,878.84	5,689.24	12,335.41	61,000.00	20.22%	$ 12,335.41
41.2550.0332.00	47	(186.28)	73.10		(113.18)				
Travel & Meeting	155	(109.40)	69.37		(40.03)	(153.21)	7,500.00	-2.04%	$ (153.21)
41.2550.0333.02	47		(814.80)		(814.80)				
Special Ed Cabs	155	990.00	(773.20)		216.80	(598.00)	60,000.00	-1.00%	$ (598.00)
41.2550.0234.00	47				-				
Health Ins Exchange	155				-		20,000.00	0.00%	$ -
41.2550.0341.00	47	752.74	437.21	913.61	2,103.56				
Telephone	155	442.08	414.84	756.06	1,612.98	3,716.54	30,200.00	12.31%	$ 3,716.54
41.2550.0342.00	47		8.20	1,174.01	1,182.21				
Postage	155		7.79	971.54	979.33	2,161.54	3,500.00	61.76%	$ 2,161.54
41.2550.0351.00	47				-				
Legal Notices	155				-		500.00	0.00%	$ -
41.2550.0370.00	47	48.43	26.93	57.49	132.85				
Water & Sewer	155	28.44	25.55	47.57	101.56	234.41	800.00	29.30%	$ 234.41
41.2550.0382.00	47		1,049.85		1,049.85				
Unemploy. Compensation	155		996.15		996.15	2,046.00	10,000.00	20.46%	$ 2,046.00
41.2550.0410.00	47	19.52	2,548.56	246.37	2,814.45				
Supplies	155	11.47	2,418.20	203.88	2,633.55	5,448.00	10,000.00	54.48%	$ 5,448.00
41.2550.0465.00	47			54.81	54.81				
Heat	155			45.35	45.35	100.16	7,000.00	1.43%	$ 100.16

Account # & Name	Dist. #				Total		2018-2019	% of Budget	Account Total
41.2550.0466.00	47		12.95	64.37	77.32				
Electric	155		12.29	53.26	65.55		5,000.00	2.86%	$ 142.87
41.2550.0470.00	47				-				
Software	155				-		300.00	0.00%	$ -
41.2550.0540.00	47				-				
Capital Outlay	155				-		-	#DIV/0!	$ -
41.2550.0640.00	47				-				
Dues & Fees	155				-	-	500.00	0.00%	$ -
41.2550.0690.00	47	1,235.59	(719.17)	48.46	564.88				
Awards & Incentives	155	725.66	(682.38)	40.10	83.38	648.26	19,000.00	3.41%	$ 648.26
41.2552.0710.00	47				-				
Non-Capitalized Equip	155				-	-	10,000.00	0.00%	$ -
41.2552.0111.01	47	70,313.99	(14,268.85)	51,976.30	108,021.44				
Operations Salaries	155	10,506.69	(6,714.75)	24,459.44	28,251.38	136,272.82	2,023,478.00	6.73%	$ 136,272.82
41.2552.0111.02	47	29,812.22	18,986.10	42,649.98	91,448.30				
Special Education Salaries	155	37,942.82	17,525.63	39,369.21	94,837.66	186,285.96	1,798,936.00	10.36%	$ 186,285.96

2018-2019

Account # & Name	Dist. #	July	August	September	Total		Budget 2018-2019	% of Budget	Account Total
41.2552.0111.47	47	171.84	199.76	289.00	660.60				
Field Trip Salaries					-	660.60	74,922.00	0.88%	$ 660.60
41.2552.0111.55					-				
Field Trip Salaries	155	1,508.04	1,264.54	19,771.00	22,543.58	22,543.58	276,267.00	8.16%	$ 22,543.58
41.2552.0111.04	47	4,565.45	4,524.79	864.01	9,954.25				
Field Trip - Other Salaries	155	2,681.30	4,293.35	715.01	7,689.66	17,643.91	36,000.00	49.01%	$ 17,643.91
41.2552.0111.05	47	905.95	6,845.63	2,750.37	10,501.95				
Driver Training	155	532.07	6,495.48	2,276.05	9,303.60	19,805.55	70,000.00	28.29%	$ 19,805.55
41.2552.0212.00	47	10,462.83	6,542.24	13,578.01	30,583.08				
I.M.R.F. - Drivers/Attend	155	6,144.84	6,207.60	11,236.41	23,588.85	54,171.93	450,500.00	12.02%	$ 54,171.93
41.2552.0213.00	47	6,139.52	3,869.25	7,983.85	17,992.62				
F.I.C.A. - Drivers/Attendants	155	3,605.75	3,671.34	6,606.99	13,884.08	31,876.70	261,000.00	12.21%	$ 31,876.70
41.2552.0214.00	47	1,435.91	904.94	1,867.25	4,208.10				
Medicare - Drivers/Attendant:	155	843.31	858.66	1,545.23	3,247.20	7,455.30	61,100.00	12.20%	$ 7,455.30
41.2552.0222.00	47	51.66	60.17	42,058.54	42,170.37				
HRA - Drivers	155	30.34	57.09	34,805.32	34,892.75	77,063.12	380,000.00	20.28%	$ 77,063.12
41.2552.0240.00	47		1,805.71	637.47	2,443.18				
Operations - Physical	155		1,713.34	527.53	2,240.87	4,684.05	26,000.00	18.02%	$ 4,684.05
41.2552.0310.00	47				-				
Professional	155				-	-	2,000.00	0.00%	$ -
41.2552.0323.00	47		(998.02)	176.19	(821.83)				
Repairs & Maintenance	155		(946.98)	145.81	(801.17)		8,500.00	-19.09%	$ (1,623.00)
41.2552.0381.00 Insurance	47	78,295.14	26,507.94		104,803.08				
Bus, Fire & Liability	155	45,982.86	25,152.06		71,134.92	175,938.00	481,100.00	36.57%	$ 175,938.00
41.2552.0410.00	47		1,968.85	39.22	2,008.07				
Operations Supplies	155		1,868.14	32.45	1,900.59	3,908.66	18,000.00	21.71%	$ 3,908.66
41.2552.0410.02	47				-				
Special Ed Equip	155				-		9,000.00	0.00%	$ -
41.2552.0410.03	47				-				
Field Trip Expenses	155				-		500.00	0.00%	$ -
41.2552.0410.04	47				-				
Field Trip Expenses - Other	155				-		-	0.00%	$ -
41.2552.0464.00	47	(43.47)	159.72	30,472.51	30,588.76				
Gas & Oil	155	(25.53)	151.55	25,217.37	25,343.39	55,932.15	871,000.00	6.42%	$ 55,932.15
41.2552.0540.00	47		507,938.00		507,938.00				
Purchase - New Bus/Radios	155		507,938.00		507,938.00	1,015,876.00	1,007,276.00	100.85%	$ 1,015,876.00
41.2552.0710.00	47				-				
Non-Capitalized Equip	155				-	-		#DIV/0!	$ -

Account # & Name	Dist. #				Total		2018-2019	% of Budget	Account Total
41.2554.0118.00	47	10,137.66	8,226.52	8,814.43	27,178.61				
Maintenance Salaries	155	5,953.87	7,805.74	7,294.33	21,053.94	48,232.55	214,760.00	22.46%	$ 48,232.55
41.2554.0212.00	47	1,075.61	872.84	935.22	2,883.67				
I.M.R.F. - Mechanics	155	631.71	828.20	773.93	2,233.84	5,117.51	23,000.00	22.25%	$ 5,117.51
41.2554.0213.00	47	492.95	400.17	427.41	1,320.53				
F.I.C.A. - Mechanics	155	289.51	379.71	353.70	1,022.92	2,343.45	13,316.00	17.60%	$ 2,343.45
41.2554.0214.00	47	115.28	93.58	99.95	308.81				
Medicare - Mechanics	155	67.71	88.80	82.72	239.23	548.04	3,115.00	17.59%	$ 548.04
41.2554.0222.00	47	1,722.56	1,402.99	1,496.12	4,621.67				
Hospital Insurance - Mech	155	1,011.66	1,331.23	1,238.10	3,580.99	8,202.66	33,800.00	24.27%	$ 8,202.66
41.2554.0323.00	47		4,208.72	5,911.81	10,120.53				
Repairs & Maintenance	155		3,993.45	4,892.29	8,885.74	19,006.27	100,000.00	19.01%	$ 19,006.27
41.2554.0339.00	47		46.18	159.78	205.96				
Permits/Licences/Inspections	155		43.82	132.22	176.04	382.00	10,000.00	3.82%	$ 382.00
41.2554.0410.00	47	(9,438.31)	4,692.30	8,358.77	3,612.76				
Maintenance Supplies	155	(5,543.13)	4,452.29	6,917.25	5,826.41	9,439.17	260,000.00	3.63%	$ 9,439.17
41.2554.0540.00	47				-				
Capital Outlay	155				-	-	40,000.00	0.00%	$ -
41.2554.0710.00	47		14,275.46	6,902.18	21,177.64				
Non-Capitalized Equip	155		14,275.46	6,902.17	21,177.63	42,355.27	60,000.00	70.59%	$ 42,355.27
Total		$ 366,267.73	$ 1,281,342.60	$ 518,619.50	$ 2,166,229.83		$ 9,619,877.00	22.52%	$ 2,166,229.83

Sub Total District 47	235,761.97	639,978.17	280,363.18	1,156,103.32
Sub Total District 155	130,505.76	641,364.43	238,256.32	1,010,126.51
Other Field Trip Billed				
Total District 47	(4,565.45)	(4,524.79)	(864.01)	(9,954.25)
Total District 155	(2,681.30)	(4,293.35)	(715.01)	(7,689.66)
Total District 47	231,196.52	635,453.38	279,499.17	1,146,149.07

$ 7,453,647.17

2018-2019

Account # & Name	Dist. #	July	August	September	Total	Budget 2018-2019	% of Budget	Account Total
Total District 155		127,824.46	637,071.08	237,541.31	1,002,436.85			
Total Dist. 47 (% of Total)		64.37%	49.95%	54.06%	53.37%			
Total Dist.155 (% of Total)		35.63%	50.05%	45.94%	46.63%			

Drivers / Attendants Lost for School Year 2018/2019			
Driver	**Last Day**	**Reason for Leaving**	**Hire Date**
* SEVEN (7) DRIVERS RETIRED OR RESIGNED IN MAY & JUNE 2018			
XXXXXXXXXX	07/30/18	Another job	08/29/88
XXXXXXXXXX	08/03/18	Moved out of State	07/12/12
XXXXXXXXXX	08/16/18	Retired	06/01/99
XXXXXXXXXX	08/27/18	Quit - job too stressful	07/10/18
XXXXXXXXXX	08/27/18	Failed State Required Testing	08/15/18
XXXXXXXXXX	09/12/18	Quit during training	08/20/18
XXXXXXXXXX	10/02/18	Quit after several safety issues	08/20/18
XXXXXXXXXX	10/22/18	Failed Drug Test	08/29/14
Attendant			
XXXXXXXXXX	08/02/18	Quit - family reasons	10/02/00
XXXXXXXXXX	08/03/18	Became a driver	07/17/15
XXXXXXXXXX	08/20/18	Became a driver	02/15/18

Drivers / Attendants Gained for School Year 2017/2018			
Drivers	**Hire Date**		
* ONE DRIVER HIRED IN JUNE 2018			
XXXXXXXXXX	07/10/18		
XXXXXXXXXX	08/01/18		
XXXXXXXXXX	08/03/18		
XXXXXXXXXX	08/15/18		
XXXXXXXXXX	08/15/18		
XXXXXXXXXX	08/20/18		
XXXXXXXXXX	08/20/18		
XXXXXXXXXX	08/20/18		
XXXXXXXXXX	09/18/18		
XXXXXXXXXX	09/18/18		
XXXXXXXXXX	09/25/18		
XXXXXXXXXX	10/09/18		
XXXXXXXXXX	10/09/18		
XXXXXXXXXX	10/10/18		
XXXXXXXXXX	10/14/18		
Attendants			
XXXXXXXXXX	08/13/18		
XXXXXXXXXX	08/15/18		

TJA Fuel Prices
2018/2019

Date	Unit Price	Taxes	# gals	Total Price per Gallon	Total for Drop
8/6/2018	$2.1988	0.2291	7,501	$2.4279	$18,211.98
8/24/2018	$2.2241	0.2291	7,500	$2.4532	$18,399.30
9/13/2018	$2.3048	0.2291	7,000	$2.5339	$17,737.58
9/22/2018	$2.2707	0.2291	7,503	$2.4998	$18,756.30
10/2/2018	$2.4642	0.2291	7,507	$2.6933	$20,218.91
10/11/2018	$2.4449	0.2291	7,489	$2.6740	$20,025.90
10/19/2018	$2.3477	0.2291	7,502	$2.5768	$19,331.46
10/30/2018	$2.3341	0.2291	7,504	$2.5632	$19,234.55
To Date			**59,506**		**$151,915.98**
Total					
2017/2018	**232,719**				
2016/2017	232,206				
2015/2016	238,968				
2014/2015	238,211				
2013/2014	260,148				
2012/2013	247,601				
2011/2012	244,365				
2010/2011	245,707				

Tyler Technologies

Quote for Tyler Drive

Investment Summary

Exhibit 1a: Software Investment Summary for Crystal Lake School District #47 And #155
prices are valid until January 6 2019

3: Services		Quantity	Price	Extended	This Year Total	Year 2 Renewal
Tyler Drive - Routing Analysis		4	$175.00	$700.00	$700.00	
Project Management (hours) (1),(2)		16	$175.00	$2,800.00	$2,800.00	
Go Live Assist (hours) (1),(2)		48	$175.00	$8,400.00	$8,400.00	
Fundamentals Review (hours) (1),(2)		1	$175.00	$175.00	$175.00	
Tyler Drive - Staff Training for up to 140 drivers (hours) (1), (3)		48	$175.00	$8,400.00	$8,400.00	
	Subtotal: Application Services			**$20,475.00**	**$20,475.00**	**$0.00**
5: Telematics		**Quantity**	**Price**	**Extended**	**This Year Total**	**Year 2 Renewal**
Support and Maintenance						
TYD01-Verizon	Support and Maintenance (4G) for Tyler Drive 1 on the Verizon Network (US)	133	$300.00	$39,900.00	$39,900.00	$39,900.00
	Subtotal: Support and Maintenance				**$39,900.00**	**$39,900.00**
Installation						
	Telematics Professional Install Including	1	$25,536.00	$25,536.00	$25,536.00	
INST-T-P-0	Professional Installation - Tyler Drive, 0 I/Os up to 133 units					
INST-T-ST	Professional Install - Tyler Drive Student Tracking Device up to 133 units					
INST-T-SIT	Tyler Drive Self Install Training	1	inc.	inc.	inc.	
	Subtotal: Installation				**$25,536.00**	
Student Ridership						
TYD-SR-02	Student Reader Kit for Tyler Drive	133	$175.00	$23,275.00	$23,275.00	
TYD-SR-WEDGE	Student Reader For PC (Wedge)	1	$133.00	$133.00	$133.00	
	Subtotal: Student Ridership				**$23,408.00**	
Tyler Drive						
TYD01	Tyler Drive 1 (4G) for Verizon Network (US)	133	$695.00	$92,435.00	$92,435.00	
TYD01DOCK	Dock with-1*Micro USB 2.0,1*Standard USB 2.0, Built in Lock, included with TYD01	133	inc.		inc.	
TYD01PC	Power cord for Tyler Drive 1 - included with TYD01	133	inc.		inc.	
TYD01-BUMPER	Protective cover for Tyler Drive tablet	133	$30.00	$3,990.00	$3,990.00	
	Subtotal: Tyler Drive				**$96,425.00**	
Accessories						
SHIPPING	Shipping and Handling	1	$2,715.00	$2,715.00	$2,715.00	
	Subtotal: Accessories				**$2,715.00**	$0.00

Total One-Time Fees: **$208,459.00**
Total Recurring Fees **: **$39,900.00**

** Subject to annual increase after Year 2

[1] *Travel expenses for trainer and/or project manager to visit the user's site are not included and will be billed at actual costs*

[2] *Training Classes are limited to 5 persons and are delivered in 2 hour increments*

[3] *Tyler Drive driver training classes are limited to 25 drivers person. Tyler assumes that there will be 2 driver training sessions per day when there are more than 25 drivers to train*

[4] *Tyler reserves the right to substitute hardware of equal or greater value for the same price*

Tyler Technologies

Quote for e-Link and Onscreen

Investment Summary

Exhibit 1a: Software Investment Summary for Crystal Lake School District #47 And #155
prices are valid until December 24 2018

1. Software	Quantity	Price	Extended Price	Discount	This Year Total	Year 2 Renewal
Versatrans Onscreen licensed for up to 140 vehicles	1	$18,495.00	$18,495.00	$3,699.00	$14,796.00	
Versatrans e-Link licensed for up to 140 vehicles	1	$7,333.33	$7,333.33	$1,466.67	$5,866.67	
Versatrans My Stop licensed for up to 140 vehicles	1	inc.	inc.	inc.	inc.	
Versatrans Reportwriter licensed for up to 140 vehicles	1	inc.	inc.	inc.	inc.	
Subtotal: Application Software License Fees		**$25,828.33**	**$25,828.33**	**$5,165.67**	**$20,662.67**	**$0.00**

2. Maintenance	Quantity	Price	Extended	Discount	This Year Total	Year 2 Renewal
Versatrans Onscreen Support and Maintenance for up to 140 vehicles	1	$3,750.00	$3,750.00	$0.00	$3,750.00	$3,750.00
Versatrans e-Link Support and Maintenance for up to 140 vehicles	1	$1,320.00	$1,320.00	$0.00	$1,320.00	$1,320.00
Versatrans My Stop Support and Maintenance for up to 140 vehicles	1	$0.00	inc.		inc.	$0.00
Subtotal: Application Software Maintenance Fees			**$5,070.00**	**$0.00**	**$5,070.00**	**$5,070.00**

3. Services	Quantity	Price	Extended	Discount	This Year Total	Year 2 Renewal
Versatrans Onscreen Installation & Overview (1),(2)	1	$1,650.00	$1,650.00	$0.00	$1,650.00	
Additional training hours which can be used for (1),(2) :	4	$175.00	$700.00	$0.00	$700.00	
Additional Versatrans Routing and Planning Training						
Versatrans Onscreen Training						
Versatrans e-Link Training						
Subtotal: Application Services			**$2,350.00**	**$0.00**	**$2,350.00**	**$0.00**

Total One-Time Fees:	**$28,082.67**
Total Recurring Fees **:	**$5,070.00**

** Subject to annual increase after Year 2

[1] *Travel expenses for trainer and/or project manager to visit the user's site are not included and will be billed at actual costs*

[2] *Training Classes are limited to 5 persons and are delivered in 2 hour increments*

18200 Cascade Ave S
Seattle, WA 98188
www.zonarsystems.com
Voice: 206.878.2459
Fax: 206.878.3082

Sales Quote Only. This is Not an Invoice.

QUOTATION

Quote Number: Q167465 - 2

Quote Date: 10/09/18

Page: 1

Quoted To:

Crystal Lake School
Attn: Penny Fleming
1204 S McHenry Ave
Crystal Lake, IL 60014-7495
USA

Quoted Ship To:

Crystal Lake School
Attn: Penny Fleming
1204 S McHenry Ave
Crystal Lake, IL 60014-7495
USA

Customer ID	Good Thru	Payment Terms	SalesPerson
CRY1745	11/08/18	Net 30 Days	James Leano

Order Qty	Item	Description	Unit Price	Total
		For GPS Devices Already On-site		
133	ZPASS001-H	ZPASS Kit	100.00	13,300.00
133	ZPASS002-S	Annual ZPASS+ Service	96.00	12,768.00
133	GPS042-S	Annual Safestop	120.00	15,960.00
1	S&H	Shipping and Handling	97.58	97.58
		Three Year Contract Required Early Termination Fees Will Apply		

Subtotal:		42,125.58
Total Sales Tax:		0.00
Invoice Discount:		0.00
Total:	USD	42,125.58

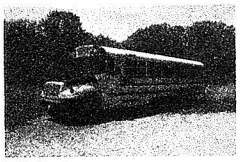
No Hardware or Services identified in this quotation will be provided by Zonar until the parties have executed a Service Agreement, a copy of which will be provided upon request and before acceptance of a customer purchase order. The Service Agreement has been omitted from this Quote for simplicity's sake. The rates and quantities on this quote are based on initial discussions about your fleet, and may change slightly if a detailed asset list provided by your fleet indicates that additional Hardware or Services are required based on your unique asset list.

School Districts 47 & 155 dba

Transportation

oint

greement



1204 S McHenry Avenue
Crystal Lake, IL 60014
Office (815) 455-0558
Fax (815) 459-9115

Penny Fleming CDPT, Director of Transportation
Collin McCormick, Assistant Director of Transportation and Safety
Kathy Johnson, Administrative Assistant
Norma Urbina, Re...

71 passenger

November 9, 2018

RE: BIDS - SCHOOL BUS BODIES AND CHASSIS

DEPARTMENT OF TRANSPORTATION, SCHOOL DISTRICTS 47 & 155

INSTRUCTIONS TO BIDDERS

You have been provided with instructions and specifications for bidding (a) school bus body(ies) and chassis.

In order to be considered, all sealed bids shall be received in the office of the Director of Transportation, School Districts 47 & 155, 1204 South McHenry Avenue, Crystal Lake, Illinois 60014-7495 by 10:00am on Tuesday, January 8, 2019 at which time the bids will be opened and read aloud in the School Districts 47 & 155 Department of Transportation Office. Any interested party(ies) may attend. No faxed bids will be accepted.

After the bids have been tabulated and studied, a recommendation will be made to the Boards of Education at their respective meetings in January, 2019.

Bids must be submitted in a sealed envelope marked in the lower left-hand corner: **BUS BID: January 8, 2019.** All bids received after 10:00am on said date shall be returned to sender unopened. If said sender(s) so indicates on the outer portion of the envelope containing said bid(s) or if said sender(s) attaches(s) a cover letter to outer portion of bid(s) clearly marked; that said cover letter shall be opened and read first. Otherwise, bidder's documentation may become common knowledge to those bidders who have satisfied School District's 47 & 155 time constraints. Should a bidder wish their late bid returned, it will be done so via Federal Express at bidder's expense.

All bids submitted shall be valid for sixty (60) days. The Boards of Education reserve the right to accept or reject any or all bids, and to accept or reject any item in a bid. The Department of Transportation will consider (an) alternate bid(s) with the provision that bidder(s) who submit same detail precisely how their bid(s) deviate(s) from the foregoing bid specifications. All terms and conditions of a submitted bid must be fully explained.

The Department of Transportation, Community Consolidated School District 47 and Community High School District 155, McHenry and Lake Counties, Crystal Lake, Illinois 60014-7495 by:

Penny S. Fleming
Director of Transportation

The Department of Transportation, School Districts 47 & 155 (hereafter referred to as DOT) is requesting bids for the purchase of one (1) to eight (8) school bus body(ies) and chassis to carry seventy-one (71) student(s), (see attached specifications), however said **School Districts reserve the right to cancel said purchase or any portion of said purchase at any time prior to formal School Board approval and issuance of a Purchase Order with no penalty to DOT. The DOT will have the option to increase or decrease the number of buses purchased from this bid.** The complete body and chassis are to be delivered to DOT's School Bus facility as soon as possible after July 1, 2019.

The DOT will have the option to increase or decrease the number of buses purchased from this bid.

Enclosed, you will find the specifications developed for our Districts. Bidder must include our specifications and meet or exceed State of Illinois minimum construction standards as set forth in the Illinois Minimum Safety Standards for Construction of Type I School buses, Order 11-4 including all amendments and such Federal Standards as may apply. **NOTE: BIDDER IS NOT TO STRIKE, CHANGE OR OTHERWISE MODIFY LISTED SPECIFICATIONS. IF ANY SPECIFICATION(S) IS/ARE NOT MET, ALL EXCEPTIONS MUST BE LISTED SEPARATELY BELOW. FAILURE TO COMPLY MAY GIVE THE BOARDS OF EDUCATION REASON TO REJECT BID.**

Service and Warranty work–Bidder must specify how and where all service and warranty work will be handled. Included with the bid there must be a sworn statement from the organization that will do the body and/or chassis work as to the time and amount of service they are capable of and willing to perform.

Each bid must be accompanied by a Certificate of Compliance confirming that the body and chassis meets or exceeds the specifications outlined by the State of Illinois and the Boards of Education of Community Consolidated School District 47and Community High School District 155. Bids submitted without such a certificate will not receive consideration.

Included with delivery we require one (1) set of repair shop manuals for mechanics. Both chassis and body and all chassis/body service manuals to be included, either paper or CD. Awarded bidder will be responsible for license and title fees.

Bidders may quote a trade-in allowance for (a) currently owned bus(es), however, **DOT reserves the right to trade in all listed buses, a portion of listed trade-in buses, or none of the listed buses when delivery of the new bus(es) is/are taken**. These/this bus(es) may be inspected at DOT's school bus facility located at 1204 South McHenry Avenue, Crystal Lake, Illinois 60014-7645 by appointment only. Telephone 815-455-0558, FAX 815-459-9115 or e-mail psfleming@d47.org to request an appointment.

The following buses may be used for trade-in:

UNIT	YEAR	MAKE	MODEL	ODOMETER	TRADE-IN-ALLOWANCE
233	2006	Intl	IC	179715	$_____
234	2006	Intl	IC	158136	$_____
236	2006	Intl	IC	138478	$_____
238	2006	Intl	IC	154820	$_____
240	2006	Intl	IC	166834	$_____
241	2006	Intl	IC	152260	$_____
254	2007	Intl	IC	184631	$_____
257	2007	Intl	IC	158380	$_____

As further clarification, the above listed buses are 71 passenger body(ies) on an IC Chassis, DT-466E engine, and Allison 2000 automatic transmission. Brakes are air operated. This(ese) bus(es) are currently being used as (a) daily route bus(es) and will continue to do so until the possible trade-in.

School District 47 & 155 dba Transportation Joint Agreement is a public school district which is obligated, by law to comply with affirmative action and non-discrimination policies and regulations prescribed by law and the Illinois Department of Human Rights. As a Bidder, you hereby certify that your business, corporation, firm or entity refrains from discrimination based upon citizenship, race, national origin or sex. Further, the Bidder is an equal opportunities employer as prescribed by the Department and that you make available to all employees information promulgated to employers as may be applicable, from the Department. Further, Bidder certifies that it has and maintains a written sexual harassment policy which includes the illegality of such conduct; a definition-description and examples as promulgated by the Department; an internal complaint process with advice as to legal recourse and investigation procedures; a policy of protection from retaliation against a complainant; and, information is made available to all employees describing how and when to contact the Department. Violation of any portion hereof is basis for disqualification or avoidance of any bid or contract.

Price quoted must be F.O.B. DOT's Transportation Facility, Crystal Lake, Illinois and be exclusive of Illinois Sales Tax and Federal Excise Tax. After delivery and acceptance of the bus, payment will be authorized at the next regular business meeting of the Boards of Education of Community Consolidated School District 47 and Community High School District 155.

Bidder to furnish DOT a list of school bus operators in northern Illinois/southern Wisconsin/western Indiana who currently possess and operate (a) school bus(es) equal to the vehicle bidder is offering.

The undersigned further declares that this bid is made without any connection with any person(s) making another bid for the same contract, that the bid is in all respects fair and without collusion or fraud, that no member of the Boards of Education of Community Consolidated School District 47 or Community High School District 155, McHenry and Lake Counties, Illinois or other Officer of said School Districts, or any person in the employ of said School Districts, is directly or indirectly interested in the bid or in any portion of the profits thereof.

Name of Company or Firm	Telephone
Name of Company Representative (print or type)	FAX
Name of Company Representative (Signature)	Date
Internet e-mail address	Website URL

CHASSIS SPECIFICATIONS: MUST MEET OR EXCEED STATE OF ILLINOIS AND/OR FEDERAL MINIMUM STANDARDS. CHASSIS MUST BE A MINIMUM OF 2020 MODEL YEAR. CONVENTIONAL TYPE 276" WHEELBASE. STATE MODEL YEAR BID:_____

If line is left empty, it will be assumed and expected that vendor CAN SUPPLY AS SPECIFIED.

1. 276" Wheelbase _____
2. Electronic Cummins ISB, 6.7L turbo charged 250 HP minimum _____
3. 660 foot lbs. minimum engine torque _____
4. Minimum 750 Watt block type engine heater _____
5. Tachometer _____
6. Electric speedometer, odometer, high beam indicator, volt meter, fuel level gauge, oil pressure, air pressure, hour meter, transmission temperature gauge, DEF fuel gauge, water temperature _____
7. Low oil pressure/high water temperature, low coolant, low air pressure warning light and or buzzer, low DEF warning light and audible warning _____
8. Heated water/fuel separator _____
9. Aluminum core radiator _____
10. Warner fan clutch _____
11. Minus 40 degree anti-freeze minimum _____
12. Chassis manufacturer _____
13. Minimum of 31,000 lbs. gross vehicle weight _____
14. Air ride suspension with 9.5" ride height and 21,000 lb capacity _____
15. Front bumper to be minimum thickness to conform to State of Illinois code _____
16. Two front tow hooks _____
17. 10,000 lb. front axle capacity _____
18. 21,000 lb. rear axle capacity - including "air ride" suspension _____
19. 100 gallon fuel tank mounted between the rear frame rails with ICC Guard _____
20. Fuel filter to be spin on type _____
21. Front hood & fenders to be of fiberglass construction, forward easy-tilt to open with a maximum of 2lb effort _____
22. Undercoating to conform to Illinois State Law _____
23. Heavy duty shock absorbers front and rear _____
24. Bosch 200 amp alternator _____
25. Three (3) Group 31 heavy duty maintenance free truck batteries with a total of 1950 CCA in a slide out compartment with 2/0 cable _____
26. Manual circuit breakers _____
27. 12 volt negative ground system _____
28. Electronic hand throttle _____
29. Directional signal switch to be self-canceling, chassis manufacturer's standard _____

30. Full power steering _____
31. 18" tilt steering wheel _____
32. Halogen headlamps to include "Day-Time" running lights. Headlights are to alternately flash when eight-way (8-way) overhead lights are activated. Headlamps to have warning buzzer to operate when ignition is off and headlamps are on. Wig wag headlamps are to flash when 8-way overhead lights are activated _____
33. Dual electric horns _____
34. Wiring to be color coded and numbered with the exterior access panel _____
35. Allison PTS 3000 five speed automatic transmission with over-drive or equal _____
36. Internal transmission filter and magnetic drain plug _____
37. Spin on external transmission filter _____
38. Stemco oil lubricated front wheel bearings _____
39. Propeller shaft guard _____
40. Exhaust to be equipped with a diesel oxidation catalyst (DOC) to clean up hydrocarbons and a diesel particulate filter (DPF) _____
41. Exhaust system to be mounted with rubber shock mounting brackets _____
42. Exhaust system to include 2 pressure sensors, between the DOC and DPF and after DPF. System to have 3 temperature sensors, before DOC, pipe between DOC and DPF, and after DPF _____
43. Exhaust temperature during regeneration to be a maximum of 900 degrees Fahrenheit at the rear bumper. Provide manufacturers information on the exhaust temperature with the bid _____
44. Exhaust system to be equipped with an Exhaust Gas Temperature Control Device: mounted after the diesel particulate filter which introduces cool ambient air (Venturi Effect) into the exhaust system. Furnish picture with quote _____
45. Venturi will reduce exiting idle exhaust to the same temperature as Pre-2007 Emission engines _____
46. The Venturi design will not allow exhaust back flow through the air inlet opening _____
47. Single "Stainless steel" exhaust system to exit through the rear bumper. 4" pipe to the Venturi and 6" to the bumper _____
48. Exhaust pipe to be double lined to reduce heat to the bus body and touch _____
49. Indicator lights on the instrument panel will illuminated with solid or flashing lights to indicate the level of regeneration required _____
50. Dash to have switches to activate the "regeneration" of the particulate filter _____

51. 12" rear bumper to have 6" exhaust pipe exit access hole _____
52. All tires to be 11R x 22.5 14 ply radials - tubeless - ALT12 _____
53. Hub piloted disc wheels - 8.25 x 22.5 _____
54. Air brakes _____
55. Front brakes - 16.5" x 5" - "S" cam type _____
56. Rear brakes - 16.5" x 7" - "S" cam type _____
57. Bendix AD-9 air dryer with heater _____
58. Bendix DV-2 Automatic Drain Valve _____
59. Bendix 18.7 cfm air compressor _____
60. Meritor automatic slack adjusters _____
61. Dashboard operated parking brake control ABS type _____
62. All ignitions to be keyed alike
63. Warranty information to include documentation for standard manufacturer's warranty program as well as any optional warranties with additional cost, if any. Type of warranty selected by bidder will be decided at time of award. _____

BODY SPECIFICATIONS: 2020 MINIMUM MODEL YEAR MANUFACTURER'S FIRST LINE BODY FOR A CONVENTIONAL CHASSIS. BODY TO BE A MINIMUM OF THIRTY-THREE FOOT, THREE FIVE (33'05") LONG. STATE LENGTH:_____ MUST MEET OR EXCEED ALL CURRENT STATE OF ILLINOIS AND FEDERAL STANDARDS. BODY TO ACCOMMODATE SEVENTY-ONE (71) AMBULATORY PASSENGERS. BODY MUST HAVE 78" HEADROOM.

If line is left empty, it will be assumed and expected that vendor CAN SUPPLY AS SPECIFIED.

1. Body steel to be 16 gauge smooth minimum _____
2. Twelve inch (12") rear bumper, wrap around style _____
3. Top of the engine hood to be painted flat black _____
4. Two (2) front and two (2) rear mud flaps _____
5. Exterior roof color to be painted white _____
6. Two (2) Transpec 1975 roof hatches to include external release and emergency release buzzer _____
7. Body panels must have four (4) applied rub rails, one (1) of which is a skirt snow rail. Caulk top of all rails. Extend rails around corner of body at floor level. All rails to be painted black _____
8. **3M ONLY** Fluorescent tape to include stripes down sides, rear box, and front and rear school bus signs. Include two inch (2") strips below floor rub rail on both sides. This is in addition to the required tape around push-out windows, roof hatches and rear door _____
9. State of Illinois approved vandal locks for the front and rear doors. Rear to be slide-bolt type. Include mandated State of Illinois starter interlock system and switch cover plate _____
10. Tinted, sun shaded flat glass windshield _____
11. Two (2) emergency push out windows with tempered glass, one (1) each located on the left and right sides of coach. Position as per Federal and/or State regulations _____
12. One (1) rear window each on either side of rear emergency door in addition to the upper and lower emergency door glass _____
13. Front bumper mounted "crossing gate (arm). To have an override switch mounted to dashboard. Must be Specialty Model 6000 with "poly-gate wand (not figure 8 type)". Include bumper mounted magnet to hold poly gate in park position _____
14. Two (2) rear tow hooks _____
15. Sound Off brand octagon LED front & rear stop arms. To be air operated. _____
16. Vehicles to be numbered 385 through 392
17. Lettering: **SCHOOL DISTRICTS 47 & 155** on belt line, both sides _____
18. Bus number decal lengthwise in black on the top rear of the outside roof 24.5 " black letters _____

19. Locking exterior electrical access panel _____
20. Emergency door glass - upper and lower _____
21. Rollout tray for three (3) Group 31 batteries in left side of coach _____
22. 2 point fuel door hinge _____
23. Fuel tank filler neck access door _____
24. DEF door to be locking type. All DEF doors in the fleet to be keyed alike. Twelve (12) gallon DEF tank mounted after entrance door area _____
25. Fuel tank sending unit inspection plate _____
26. Quadrispheridal self defrosting crossover mirrors with automatic timed shutoff programed for twelve (12) minutes. Metal backing plate installed on the inside of the hood to help prevent the hood from cracking where mounting hardware is attached _____
27. All under floor OEM body parts and sound deadening spray on inside panels to be undercoated _____
28. Two (2) assist steps with corresponding cowl assist grab handles for cleaning windshield _____
29. Electronically sounded back-up alarm _____
30. Body fluid kit _____
31. Certificate holder _____
32. Overhead storage compartment mounted in the front header/bulkhead with a minimum of 40" wide _____
33. Two (2) window circulating, auxiliary fans OR auxiliary defroster fans built in to upper front bulkhead with no exposed fan assemblies. One by driver and one in the center of windshield area only _____
34. Diesel engine sound deadening package to include full length perforated interior roof panels and must contain a minimum of one and one half inches (1 ½ ") of acoustical material between the interior and exterior roof panels. Deluxe package to include, at minimum, driver's area and cockpit floor, and additional sound insulation on step well _____
35. Entrance step well to be stainless steel, bolt mounted. Include three (3) steps, not including floor of coach _____
36. Emergency door warning lamp - pilot lamp mounted on dashboard in addition to audible alarm _____
37. Five (5) lb. chemical fire extinguisher - 2A-10BC _____
38. Floor to be 5/8" marine grade plywood over the normal metal floor fasted by screws _____
39. Floor covering must be city transit or equal complete floor covering. Include over wheel housing; one eighth inch (1/8)" RCA or equal rubber, three sixteenths inch (3/16") ribbed in aisle. To be brown/tan or grey in color, to match passenger seats. All three entrance steps, front portion of bus floor (from the first passenger seat forward) and driver's area to either "Apex Step Tread", or "Koroseal Pebble Tread". The three entrance steps must include white nosing. Floor covering

must be rubber. Vinyl **not** acceptable _____

40. Stainless steel grab rail for both left and right side of service entrance _____
41. Fully upholstered pad over entrance and emergency doors _____
42. Driver's glove compartment _____
43. Manufacturer's best insulation in complete body including roof bows and front/rear headers/bulkheads _____
44. Maximum knee clearance allowable by law _____
45. Two (2) seat barriers, per State of Illinois requirements. Both sides to include "kick" or "modesty" panel _____
46. All seats to be "seat belt ready" _____
47. Passenger seats to be thirty nine inches (39") aisle to wall except for left/rear seat which is to be twenty six inches (26") aisle to wall High back _____
48. Seat upholstery to be minimum of 42 ounces and to be brown/tan/ or grey to match flooring _____
49. Padded shoulder rails _____
50. Front two (2) seats on each side of coach are to be equipped with two (2) sets each of specified FMVSS belts, to be color coded. Female buckle to be very short and mounted at wall _____
51. Center isle seams are preferred with no seam cover moldings, if seams are covered, **ONLY (1") STAINLESS STEEL OF VINYL ARE ACCEPTABLE - NO ALUMINUM** _____
    State which _____
52. Side inner walls are to be aluminized steel from bottom of window to seat/chair rail at minimum _____
53. Service door - full height, double leaf entrance door to have aluminum frame with pin style hinges. Entrance door to be supported by the top door frame, not resting on the step well. Ball bearings for easy movement. Outward opening. Door actuator to be air operated. Air to be derived from chassis air brake compressor. _____
54. All entrance doors to be keyed alike _____
55. Service door operator access panel mechanism _____
56. Solenoid body disconnect switch to be in conjunction with the ignition key. Solenoid to be energized in both the Accessory and On positions _____
57. Noise suppression switch "Railroad" or "Heater Masters" switch _____
58. AM/FM Stereo radio with digital clock and interior public address system. Included exterior antenna. Eight (8) interior speaker, minimum. No speaker in driver cockpit area _____
59. Power Point - Cigarette light receptacle(female portion), with cover mounted in drivers cockpit _____

60. Refuse container on fixed post mounted by Driver. _____
61. Windshield wipers to be electric intermittent featuring "wet arm" washers with overlapping blades. Single controlled _____
62. Split aluminum window sash _____
63. Window stop line to be painted - **TAPE NOT ACCEPTABLE** _____
64. All side and rear passenger windows to be sun screen type (28%) light transmission with tempered glass _____
65. Storm glass in the driver's window _____
66. Wiring to be color coded and numbered in the molding above windows, include automatic re-setting body circuit breakers in side electrical compartment. Grommets in all applicable openings _____
67. Interior mirror to be ten inch (10") by thirty inch (30") "oversized" with 5/8" rubber padding around edges. Include heavy duty mounting bracket _____
68. STAINLESS STEEL heated REMOTE CONTROLED POWERED 7" x 9.5" flat and 7" x 4" convex exterior rear view mirrors. All wiring to run through frame. _____
69. One (1) heavy duty right front heater 90,000BTU minimum with defroster for windshield. Washable filter included _____
70. One (1) heavy duty heater in right front step well 50,000BTU minimum. Washable filter to be included _____
71. One (1) heavy duty heater under seat with two (2) fans minimum. 84,500 BTU Minimum Washable filter to be included _____
72. Two (2) engine mounted ballcock (quarter 1/4 turn) shut-off valves _____
73. All heater hoses secured with "constant-torque" fasteners _____
74. One (1) auxiliary dome lamp for driver to be individually operated from other coach lamps Must be LED _____
75. Two (2) rear passenger dome lamps to be operated independently from balance of other coach dome lamps _____
76. One (1) boarding/landing light mounted immediately behind service door to operate only when service door is open and marker lights on _____

77. Two (2) seven inch (7") LED back up lamps _____
78. Clearance lights to be recessed or armored and LED _____
79. Marker lamps - minimum of four (4) armored or recessed corner lamps. Also to be included are lower side armored or recessed lamps, one (1) on each side of rear bus body. All to be LED _____
80. Pre -trip lamp switch _____
81. Stop and tail lamps - **only** four (4) stop and tail-light combinations. Upper two (2) to be seven inch (7") and lower two (2) to be three inch (3"). All four (4) units to operate in both stop/brake and tail-light mode. All must be LED _____
82. One (1) low profile strobe lamp with wiring and activating switch. Switch to be mounted on driver's console along with an individual pilot lamp to show when when lamp is in operation. Strobe lamp location to conform to Section 12–815 of the Illinois Motor Vehicle Code _____
83. Eight (8) lamp stop signal system per State of Illinois requirements. Strobing LED _____
84. Turn signal lamps - Include front, cowl mounted in addition to manufacturer's standard. Include lower front side body armored turn signals. Must be LED _____
85. Post Trip Monitor - "No student left behind" system accessory controlled, with alarm disable at rear of the bus by "pushing a button". Originally activated by the warning light system _____
86. Include warranty documentation of manufacturer's standard warranty(ies) _____
87. Driver' seat - National or Bostrom Routemaster Plus Air Suspension. High back with four (4) position tilt adjustment, adjustable lumbar support, seven (7) fore and aft adjustment, air suspension with six (6) vertical travel for isolation and driver's height/weight adjustment fingertip push/pull control valve and vinyl suspension cover skirt. To include fabric insert and right hand armrest. Color to match passenger seats/flooring _____
88. Decal to be mounted in bottom left rear window, "TO COMMENT ON MY DRIVING, CALL 1-877-406-3030_____
89. Pre-wiring for a video. Location to be in the exterior electrical access panel. Connections to be for power and grounding using a 20amp fuse protection. Must be labeled video. _____
90. Pre-wiring for a 2 way radio. Location to be in the exterior electrical access panel. Connections to be for power and grounding using a 20amp fuse protection. Must be labeled 2-way radio. _____

91. Decal with 1" black lettering on the exterior of the battery box stating "BATTERY DISCONNET". _____

Bid Tabulation Forms for 2020 (minimum) model year. Please note there are two (2) Tabulation Sheets. One for outright purchase and one for a finance option. Please enter your bid for outright on this page and for finance option on the following page. The information supplied to the Dealer, Body Manufacturer and Chassis Manufacturer shall be the same for both Tabulations.

Outright Purchase

Dealer: _____

Body Manufacturer:_____

Chassis Manufacturer:_____

Purchase Plan: Payable within forty-five (45) days after delivery of complete school bus(es) to DOT's Facility and after acceptance of said school bus(es) by DOT.

Complete delivered cost (including freight) for:

Cost for eight (8) complete units $_____

Trade-in allowance total $_____

Net total cost for eight (8) units **$**_____

Finance Option

Bidder is invited to bid financing the buses under a Lease/Purchase program. Five (5) annual payments in advance will be paid, beginning on delivery. Lease to be funded on delivery, not before or afterward. Attach a copy of suggested contract with terms, documentation, and an Amortization Schedule for the sale amount of the financed equipment. Bids received without documentation will not receive consideration. "Loan Origination", "Documentation", or other similar fees are not acceptable. References from public schools must be furnished upon request. DOT reserves the right to negotiate payment terms or alternate plans with the most responsible bidder.

Cash price and payment will be adjusted pro-rate if options are selected.

APR (Annual Percentage Rate) implicit interest rate (as defined by Federal Truth in Lending Law):_____%. The rate must be firm and not subject to change if lease documents are signed within sixty (60) days of bid opening.

Amount of annual payment assuming all eight (8) units are purchased: $_____

Finance Source: _____

_____

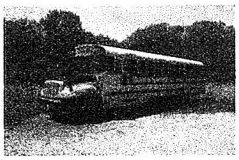
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School Districts 47 & 155 dba

Transportation

Joint

Agreement



1204 S McHenry Avenue
Crystal Lake, IL 60014
Office (815) 455-0558
Fax (815) 459-9115

Penny Fleming CDPT, Director of Transportation
Collin McCormick, Assistant Director of Transportation and Safety
Kathy Johnson, Administ
Norma
Lisa Rus
Yvonne
Timothy

Wheelchair Bus

November 9, 2018

RE: BIDS - SCHOOL BUS BODIES AND CHASSIS

DEPARTMENT OF TRANSPORTATION, SCHOOL DISTRICTS 47 & 155

INSTRUCTIONS TO BIDDERS

You have been provided with instructions and specifications for bidding (a) school bus body(ies) and chassis.

In order to be considered, all sealed bids shall be received in the office of the Director of Transportation, School Districts 47 & 155, 1204 South McHenry Avenue, Crystal Lake, Illinois 60014-7495 by 10:00am on Tuesday, January 8, 2019 at which time the bids will be opened and read aloud in the School Districts 47 & 155 Department of Transportation Office. Any interested party(ies) may attend. No faxed bids will be accepted.

After the bids have been tabulated and studied, a recommendation will be made to the Boards of Education at their respective meetings in January, 2019.

Bids must be submitted in a sealed envelope marked in the lower left-hand corner: **BUS BID: January 8, 2019.** All bids received after 10:00am on said date shall be returned to sender unopened. If said sender(s) so indicates on the outer portion of the envelope containing said bid(s) or if said sender(s) attaches(s) a cover letter to outer portion of bid(s) clearly marked; that said cover letter shall be opened and read first. Otherwise, bidder's documentation may become common knowledge to those bidders who have satisfied School District's 47 & 155 time constraints. Should a bidder wish their late bid returned, it will be done so via Federal Express at bidder's expense.

All bids submitted shall be valid for sixty (60) days. The Boards of Education reserve the right to accept or reject any or all bids, and to accept or reject any item in a bid. The Department of Transportation will consider (an) alternate bid(s) with the provision that bidder(s) who submit same detail precisely how their bid(s) deviate(s) from the foregoing bid specifications. All terms and conditions of a submitted bid must be fully explained.

The Department of Transportation, Community Consolidated School District 47 and Community High School District 155, McHenry and Lake Counties, Crystal Lake, Illinois 60014-7495 by:

Penny S. Fleming
Director of Transportation

The Department of Transportation, School Districts 47 & 155 (hereafter referred to as DOT) is requesting bids for the purchase of one (1) to four (4) school bus body(ies) and chassis to carry wheelchair passengers (see attached specifications), however said School Districts reserve the right to cancel said purchase or any portion of said purchase at any time prior to formal School Board approval and issuance of a Purchase Order with no penalty to DOT. **The DOT will have the option to increase or decrease the number of buses purchased from this bid**. The complete body and chassis are to be delivered to DOT'S School Bus facility as soon as possible after July 1, 2019.

Enclosed, you will find the specifications developed for our Districts. Bidder must include our specifications and meet or exceed State of Illinois minimum construction standards as set forth in the Illinois Minimum Safety Standards for Construction of Type I School buses, Order 11-4 including all amendments and such Federal Standards as may apply. **NOTE: BIDDER IS NOT TO STRIKE, CHANGE OR OTHERWISE MODIFY LISTED SPECIFICATIONS. IF ANY SPECIFICATION(S) IS/ARE NOT MET, ALL EXCEPTIONS MUST BE LISTED SEPARATELY BELOW. FAILURE TO COMPLY MAY GIVE THE BOARDS OF EDUCATION REASON TO REJECT BID.**

Service and Warranty work–Bidder must specify how and where all service and warranty work will be handled. Included with the bid there must be a sworn statement from the organization that will do the body and/or chassis work as to the time and amount of service they are capable of and willing to perform.

Each bid must be accompanied by a Certificate of Compliance confirming that the body and chassis meets or exceeds the specifications outlined by the State of Illinois and the Boards of Education of Community Consolidated School District 47and Community High School District 155. Bids submitted without such a certificate will not receive consideration.

Included with delivery we require one (1) set of repair shop manuals for mechanics. Both chassis and body and all chassis/body service manuals to be included, either paper or CD. Awarded bidder will be responsible for license and title fees.

Bidders may quote a trade-in allowance for (a) currently owned bus(es), however, DOT reserves the right to trade in all listed buses, a portion of listed trade-in buses, or none of the listed buses when delivery of the new bus(es) is/are taken. These/this bus(es) may be inspected at DOT's school bus facility located at 1204 South McHenry Avenue, Crystal Lake, Illinois 60014-7645 by appointment only. Telephone 815-455-0558, FAX 815-459-9115 or e-mail psfleming@d47.org to request an appointment.

The following buses may be used for trade-in:

UNIT	YEAR	MAKE	MODEL	ODOMETER	TRADE-IN-ALLOWANCE
288	2008	FORD	COLLINS	207745	$_____
291	2008	FORD	COLLINS	166445	$_____
319	2012	INTL	IC	141319	$_____
320	2012	INTL	IC	113293	$_____

School District 47 & 155 dba Transportation Joint Agreement is a public school district which is obligated, by law to comply with affirmative action and non-discrimination policies and regulations prescribed by law and the Illinois Department of Human Rights. As a Bidder, you hereby certify that your business, corporation, firm or entity refrains from discrimination based upon citizenship, race, national origin or sex. Further, the Bidder is an equal opportunities employer as prescribed by the Department and that you make available to all employees information promulgated to employers as may be applicable, from the Department. Further, Bidder certifies that it has and maintains a written sexual harassment policy which includes the illegality of such conduct; a definition-description and examples as promulgated by the Department; an internal complaint process with advice as to legal recourse and investigation procedures; a policy of protection from retaliation against a complainant; and, information is made available to all employees describing how and when to contact the Department. Violation of any portion hereof is basis for disqualification or avoidance of any bid or contract.

Price quoted must be F.O.B. DOT's Transportation Facility, Crystal Lake, Illinois and be exclusive of Illinois Sales Tax and Federal Excise Tax. After delivery and acceptance of the bus, payment will be authorized at the next regular business meeting of the Boards of Education of Community Consolidated School District 47 and Community High School District 155.

Bidder to furnish DOT a list of school bus operators in northern Illinois/southern Wisconsin/western Indiana who currently possess and operate (a) school bus(es) equal to the vehicle bidder is offering.

The undersigned further declares that this bid is made without any connection with any person(s) making another bid for the same contract, that the bid is in all respects fair and without collusion or fraud, that no member of the Boards of Education of Community Consolidated School District 47 or Community High School District 155, McHenry and Lake Counties, Illinois or other Officer of said School Districts, or any person in the employ of said School Districts, is directly or indirectly interested in the bid or in any portion of the profits thereof.

_____	_____
Name of Company or Firm	Telephone
_____	_____
Name of Company Representative (print or type)	FAX
_____	_____
Name of Company Representative (Signature)	Date
_____	_____
Internet e-mail address	Website URL

CHASSIS SPECIFICATIONS: MUST MEET OR EXCEED STATE OF ILLINOIS AND/OR FEDERAL MINIMUM STANDARDS. CHASSIS MUST BE A MINIMUM OF 2020 MODEL YEAR. CONVENTIONAL TYPE 193" WHEELBASE. STATE MODEL YEAR BID:_____

If line is left empty, it will be assumed and expected that vendor CAN SUPPLY AS SPECIFIED.

1. 193" Wheelbase _____
2. Flat floor – no rear wheelhouses _____
3. Electronic Cummins B6.7L turbo charged 240 HP minimum _____
4. 560 foot lbs. minimum engine torque _____
5. Minimum 750 Watt block type engine heater _____
6. Tachometer _____
7. Electric speedometer, odometer, high beam indicator, volt meter, fuel level gauge, oil pressure, air pressure, hour meter, transmission temperature gauge, DEF fuel gauge, water temperature _____
8. Low oil pressure/high water temperature, low coolant, low air pressure warning light and or buzzer, low DEF warning light and audible warning _____
9. Heated water/fuel separator _____
10. Aluminum core radiator _____
11. Warner fan clutch _____
12. Minus 40 degree anti-freeze minimum _____
13. Chassis manufacturer _____
14. Minimum of 27,500 lbs. gross vehicle weight _____
15. Air ride suspension with 9.5" ride height and 21,000 lbs. capacity _____
16. Front bumper to be minimum thickness to conform to State of Illinois code _____
17. Two front tow hooks _____
18. 10,000 lb. front axle capacity _____
19. 17,500 lb. rear axle capacity - including "air ride" suspension _____
20. Rear axle ratio to be 4.63 _____
21. 65 gallon fuel tank mounted between the rear frame rails with ICC Guard _____
22. Fuel filter to be spin on type _____
23. Front hood & fenders to be of fiberglass construction, forward easy-tilt to open with a maximum of 2lb effort _____
24. Undercoating to conform to Illinois State Law _____
25. Heavy duty shock absorbers front and rear _____
26. 220 or 240 amp alternator _____
27. Idle management system that ramps up engine speed with low battery voltage when vehicle is stationary _____
28. Three (3) Group 31 heavy duty maintenance free truck batteries with a total of 1950 CCA in a slide out compartment with 2/0 cable _____

29. Manual circuit breakers _____
30. 12 volt negative ground system _____
31. Electronic hand throttle _____
32. Directional signal switch to be self-canceling, chassis manufacturer's standard _____
33. Full power steering _____
34. 18" tilt steering wheel _____
35. Halogen headlamps to include "Day-Time" running lights. Headlights are to alternately flash when eight-way (8-way) overhead lights are activated. Headlamps to have warning buzzer to operate when ignition is off and headlamps are on. Wig wag headlamps are to flash when 8-way overhead lights are activated _____
36. Dual electric horns _____
37. Wiring to be color coded and numbered with the exterior access panel _____
38. Allison PTS 3000 five speed automatic transmission with over-drive or equal _____
39. Transmission to have a "brake interlock system" for wheelchair equipped buses. When the transmission shifter is put into the park position (PB), the parking brake applies automatically. Parking brake cannot be released until ignition switch is in the "ON" position and the service brakes are applied. _____
40. Bus must be in the (PB) park position to operate the wheelchair lift to prevent accidental release of the park brake when lift is in operation. _____
41. Internal transmission filter and magnetic drain plug _____
42. Internal transmission filter _____
43. Stemco oil lubricated front wheel bearings _____
44. Propeller shaft guard _____
45. Exhaust to be equipped with a diesel oxidation catalyst (DOC) to clean up hydrocarbons and a diesel particulate filter (DPF) _____
46. Exhaust system to be mounted with rubber shock mounting brackets _____
47. Exhaust system to include 2 pressure sensors, between the DOC and DPF and after DPF. System to have 3 temperature sensors, before DOC, pipe between DOC and DPF, and after DPF _____
48. Exhaust temperature during regeneration to be a maximum of 900 degrees Fahrenheit at the rear bumper. Provide manufacturers information on the exhaust temperature with the bid _____

49. Exhaust system to be equipped with an Exhaust Gas Temperature Control Device mounted after the diesel particulate filter which introduces cool ambient air (Venturi Effect) into the exhaust system. Furnish picture with quote _____
50. Venturi will reduce exiting idle exhaust to the same temperature as Pre-2007 Emission engines _____
51. The Venturi design will not allow exhaust back flow through the air inlet opening _____
52. Single "Stainless steel" exhaust system to exit through the rear bumper. 4" pipe to the Venturi and 6" to the bumper _____
53. Exhaust pipe to be double lined to reduce heat to the bus body and touch _____
54. Indicator lights on the instrument panel will illuminated with solid or flashing lights to indicate the level of regeneration required _____
55. Dash to have switches to activate the "regeneration" of the particulate filter _____
56. 12" rear bumper to have 6" exhaust pipe exit access hole _____
57. All tires to be 11R x 22.5 14 ply radials - tubeless - _____
58. Hub piloted disc wheels - 8.25 x 22.5 _____
59. Air brakes _____
60. Front brakes - 16.5" x 5" - "S" cam type _____
61. Rear brakes - 16.5" x 7" - "S" cam type _____
62. Bendix AD-9 air dryer with heater _____
63. Bendix DV-2 Automatic Drain Valve _____
64. Cummins 18.7 cfm air compressor _____
65. Meritor automatic slack adjusters' _____
66. Dashboard operated parking brake control ABS type _____
67. All ignitions to be keyed alike
68. Warranty information to include documentation for standard manufacturer's warranty program as well as any optional warranties with additional cost, if any. Type of warranty selected by bidder will be decided at time of award _____

BODY SPECIFICATIONS: 2020 MINIMUM MODEL YEAR MANUFACTURER'S FIRST LINE BODY FOR A CONVENTIONAL CHASSIS. BODY TO BE A MINIMUM OF TWENTY THREE FOOT, EIGHT INCES (23'08") LONG. STATE LENGTH:_____ MUST MEET OR EXCEED ALL CURRENT STATE OF ILLINOIS AND FEDERAL STANDARDS. BODY MUST HAVE 78" HEADROOM.

If line is left empty, it will be assumed and expected that vendor CAN SUPPLY AS SPECIFIED.

1. Flat floor – no rear wheelwells _____
2. Capacity – 30 seated passengers with 1 wheelchair location-see attached floorplan _____
3. Ability to change to 24 seated and 2 wheelchair passengers or 18 seated with 3 wheelchair passengers _____
4. Air Conditioning. 110,000 BTU total. Dash mounted air conditioning vents and a rear in-wall unit with dash mounted controls _____
5. Air Conditioning warranty to be a minimum of five (5) years on the evaporators and condenser coils The air conditioning company to exchange complete evaporators or coils if leak occurs. Three (3) year minimum on all other parts, components and approved labor Furnish copy of the warranty in the bid. _____
6. Body steel to be 16 gauge smooth minimum _____
7. Twelve inch (12") rear bumper, wrap around style _____
8. Top of the engine hood to be painted flat black _____
9. Two (2) front and two (2) rear mud flaps _____
10. Exterior roof color to be painted white _____
11. One (1) Transpec 1975 roof hatch to include external release and emergency release buzzer _____
12. Body panels must have four (4) applied rub rails, one (1) of which is a skirt snow rail. Caulk top of all rails. Extend rails around corner of body at floor level. All rails to be painted black _____
13. **3M ONLY** Fluorescent tape to include stripes Down sides, rear box, and front and rear school bus signs. Include two inch (2") strips below floor rub rail on both sides. This is in addition to the required tape around roof hatches and rear door _____
14. State of Illinois approved vandal locks for the front, rear and lift doors. Rear to be slide-bolt type Include mandated State of Illinois starter interlock system and switch cover plate _____
15. Tinted, sun shaded flat glass windshield _____
16. One (1) rear window each on either side of rear emergency door in addition to the upper and lower emergency door glass _____

17. Front bumper mounted "crossing gate (arm). To have an override switch mounted to dashboard. Must be Specialty Model 6000 with "poly-gate wand". Include bumper mounted magnet to hold poly gate in park position _____
18. Two (2) rear tow hooks _____
19. Sound off brand dual air stop arms with LED strobing lights. _____
20. Vehicles to be numbered 393, 394, 395, 396
21. Lettering: **SCHOOL DISTRICTS 47 & 155** on belt line, both sides _____
22. Bus number decal lengthwise in black on the top rear of the outside roof 24.5 " black letters _____
23. Locking exterior electrical access panel _____
24. Emergency door glass - upper and lower _____
25. Rollout tray for three (3) Group 31 batteries in left side of coach _____
26. 2 point fuel door hinge _____
27. Fuel tank filler neck access door _____
28. DEF door to be locking type. All DEF doors in the fleet to be keyed alike. Twelve (12) gallon DEF tank mounted after entrance door area _____
29. Fuel tank sending unit inspection plate _____
30. Quadrispherical self-defrosting crossover mirrors with automatic timed shutoff programmed for twelve (12) minutes. Metal backing plate installed on the inside of the hood to help prevent the hood from cracking where mounting hardware is attached _____
31. All under floor OEM body parts and sound deadening spray on inside panels to be undercoated _____
32. Two (2) assist steps with corresponding cowl assist grab handles for cleaning windshield _____
33. Electronically sounded back-up alarm _____
34. Body fluid kit _____
35. Certificate holder _____
36. Overhead storage compartment mounted in The front header/bulkhead with a minimum of 40" wide _____
37. Two (2) window circulating, auxiliary fans OR auxiliary defroster fans built in to upper front bulkhead with no exposed fan assemblies. One by driver and one in the center of windshield area only _____

38. Diesel engine sound deadening package to include full length perforated interior roof panels and must contain a minimum of one and one half inches (1 ½ ") of acoustical material between the interior and exterior roof panels. Deluxe package to include, at minimum, driver's area and cockpit floor, and additional sound insulation on step well _____
39. Entrance step well to be stainless steel, bolt mounted. Include three (3) steps, not including floor of coach _____
40. Emergency door warning lamp - pilot lamp mounted on dashboard in addition to audible alarm _____
41. Five (5) lb. chemical fire extinguisher-2A-10BC _____
42. Floor to be 5/8" marine grade plywood over the normal metal floor fasted by screws _____
43. Floor covering must be city transit or equal complete floor covering. Include over wheel housing; one eighth inch (1/8)" RCA or equal rubber, three sixteenths inch (3/16") ribbed in aisle. To be brown/tan or grey in color, to match passenger seats. All three entrance steps, front portion of bus floor (from the first passenger seat forward) and driver's area to either "Apex Step Tread", or "Koroseal Pebble Tread". The three entrance steps must include white nosing. Floor covering must be rubber. Vinyl **not** acceptable _____
44. Stainless steel grab rail for both left and right side of service entrance _____
45. Fully upholstered pad over entrance and emergency doors _____
46. Driver's glove compartment _____
47. Manufacturer's best insulation in complete body including roof bows and front/rear headers/bulkheads _____
48. Maximum knee clearance allowable by law _____
49. Two (2) seat barriers, per State of Illinois requirements. Both sides to include "kick" or "modesty" panel _____
50. Drivers side (LH) first 2 rows to have (1) 39" high back "CHILD RESTRAINT SEAT" with two (2) built-in positions with three (3) lap belts. _____
51. Door side (RH) first 2 rows to have (1) 39" high Back "CHILD RESTRAINT SEAT" with two (2) built-in positions with (3) lap belts. _____
52. Drivers side (LH) third row to have (1) 39" high back permanently mounted seat with (3) lap belts. _____

53. Door side (RH) third row to have (1) 39" high back permanently mounted seat with 3 lap belts. _____
54. Driver's side (LH), after permanently mounted seat, two (2) 39" high back 4-legged track mounted seats that can easily be removed from the interior of the bus. Seats mounted into four (4) recessed "L" tracks that can be used for seats and/or wheelchair placements. _____
55. Door side (RH), after permanently mounted seat, two (2) 39" high back 4-legged track mounted seats that can be easily removed from the interior of the bus. Seats mounted into four (4) recessed "L" tracks that can be used for seats and/or wheelchair placements. _____
56. One (1) open wheelchair position across from the lift with four (4) rows of recessed "L" tracks that can be used for seats and/or wheelchair placements. Tracking to the rear wall. _____
57. All seats to have lap type seat belts. The female locking portion of the belt must be located towards the isle side. The belt length to be minimum of 7" from the frame so that the locking mechanism is just beyond the joint between the seat back and cushion. _____
58. Seat upholstery to be minimum of 42 ounces and to be brown/tan/ or grey to match flooring _____
59. Padded shoulder rails _____
60. Lift to meet the new Federal Standards with all warning devices for wheelchair equipped buses. _____
61. Single lift door to be 43" wide x 70" high. Include all required interior and exterior lights and warning buzzers _____
62. Lift to be Braun NL919FIB, Gen 2, 800lbs. capacity with dual handrails and emergency back-up pump to meet ADA requirements. _____
63. Braun power pack to be mounted on the front side of the lift for easy access. _____
64. Wheelchair lift to be located in right hand side rear section. _____
65. Lift door to have a 3 point door latch system. Top, middle, and floor _____
66. Lift door to have a slide bolt type lock system without interlock. _____
67. Furnish three (3) sets of Q'Straint QRT Q-8107-A1-L2 retractor type wheelchair tiedowns with positive loop type connector to be mounted in recessed "L" track. "L" track over the windows for the shoulder belt. _____
68. Three (3) Q'Straint wheelchair belt storage compartments mounted next to the wheelchair positions. _____

69. Wheelchair position must have a minimum of 50" spacing. _____
70. Center isle seams are preferred with no seam cover moldings, if seams are covered, **ONLY (1") STAINLESS STEEL OF VINYL ARE ACCEPTABLE - NO ALUMINUM** State which_____
71. Side inner walls are to be aluminized steel from bottom of window to seat/chair rail at minimum _____
72. Service door - full height, double leaf entrance door to have aluminum frame with pin style hinges. Entrance door to be supported by the top door frame, not resting on the step well. Ball bearings for easy movement. Outward opening. Door actuator to be air operated. Air to be derived from chassis air brake compressor. _____
73. All entrance doors to be keyed alike _____
74. Service door operator access panel mechanism _____
75. Solenoid body disconnect switch to be in conjunction with the ignition key. Solenoid to be energized in both the Accessory and On positions _____
76. Noise suppression switch "Railroad" or "Heater Masters" switch _____
77. AM/FM Stereo radio/compact disk player with digital clock and interior public address system. Included exterior antenna. Eight (8) interior speaker, minimum. No speaker in driver cockpit area _____
78. Power Point - Cigarette light receptacle (female portion), with cover mounted in drivers cockpit _____
79. Refuse container mounted to a post in the drivers area _____
80. Windshield wipers to be electric intermittent featuring "wet arm" washers with overlapping blades. Single controlled _____
81. Split aluminum window sash _____
82. Window stop line to be painted - **TAPE NOT ACCEPTABLE** _____
83. All side and rear passenger windows to be sun screen type (28%) light transmission with tempered glass _____
84. Driver's window to be Laminated glass _____
85. Wiring to be color coded and numbered in the molding above windows, include automatic re-setting body circuit breakers in side electrical compartment. Grommets in all applicable openings _____
86. Interior mirror to be ten inch (10") by thirty inch (30") "oversized" with 5/8" rubber padding around edges. Include heavy duty mounting bracket _____

87. STAINLESS STEEL heated REMOTE CONTROLED POWERED 7" x 9.5" flat and 7" x 4" convex exterior rear view mirrors with stainless steel brackets. _____
88. Crossview stainless steel mirrors & brackets _____
89. One (1) heavy duty right front heater 90,000BTU minimum with defroster for windshield. Washable filter included _____
90. One (1) heavy duty heater in right front step well 50,000BTU minimum. Washable filter to be included _____
91. One (1) heavy duty heater Wall Mounted after the lift 80,000 BTU Minimum _____
92. Two (2) engine mounted ballcock (quarter 1/4 turn) shut-off valves _____
93. All heater hoses secured with "constant-torque" fasteners _____
94. One (1) auxiliary dome lamp for driver to be individually operated from other coach lamps Must be LED _____
95. Two (2) rear passenger dome lamps to be operated independently from balance of other coach dome lamps _____
96. One (1) boarding/landing light mounted immediately behind service door to operate only when service door is open and marker lights on _____
97. Interior light mounted above the lift to activate when door is opened. _____
98. Exterior light mounted above the lift to activate when the door is opened _____
99. Lift platform to have 2 spot lights to activate when door is opened. _____
100. Two (2) seven inch (7") LED back up lamps _____
101. Clearance lights to be recessed or armored and LED _____
102. Marker lamps - minimum of four (4) armored or recessed corner lamps. Also to be included are lower side armored or recessed lamps, one on each side of rear bus body. All to be LED _____
103. Pre -trip lamp switch _____
104. Stop and tail lamps - **only** four (4) stop and tail-light combinations. Upper two (2) to be seven inch (7") and lower two (2) to be three inch (3"). All four (4) units to operate in both stop/brake and tail-light mode. All must be LED _____
105. One (1) low profile strobe lamp with wiring and Activating switch. Switch to be mounted on driver's console along with an individual pilot lamp to show when lamp is in operation. Strobe lamp location to conform to Section 12–815 of the Illinois Motor Vehicle Code _____

106. Eight (8) lamp stop signal system per State of Illinois requirements. Strobing LED _____

107. Turn signal lamps - Include front, cowl Mounted in addition to manufacturer's standard Include lower front side body armored turn signals. Must be LED _____

108. Post Trip Monitor - "No student left behind" System accessory controlled, with alarm disable at rear of the bus by "pushing a button" Originally activated by the warning light system _____

109. Include warranty documentation of manufacturer's standard warranty(ies) _____

110. Driver' seat - National Air Suspension. High back with four (4) position tilt adjustment, adjustable lumbar support, seven (7) fore and aft adjustment, air suspension with six (6) vertical travel for isolation and driver's height/weight adjustment fingertip push/pull control valve and vinyl suspension cover skirt. To include fabric insert and right hand armrest. Color to match passenger seats/flooring _____

111. Decal to be mounted in bottom left rear window, TO COMMENT ON MY DRIVING, CALL 1-877-406-3030 _____

112. Pre-wiring for a video. Location to be in the exterior electrical access panel. Connections to be for power and grounding using a 20amp fuse protection. Must be labeled video. _____

113. Pre-wiring for a 2 way radio. Location to be in the exterior electrical access panel. Connections to be for power and grounding using a 20amp fuse protection. Must be labeled 2-way radio. _____

114. Decal with 1" black lettering on the exterior of the battery box stating "BATTERY DISCONNECT". _____

Bid Tabulation Forms for 2020 (minimum) model year. Please note there are two (2) Tabulation Sheets. One for outright purchase and one for a finance option. Please enter your bid for outright on this page and for finance option on the following page. The information supplied to the Dealer, Body Manufacturer and Chassis Manufacturer shall be the same for both Tabulations.

Outright Purchase

Dealer: _____

Body Manufacturer:_____

Chassis Manufacturer:_____

Purchase Plan: Payable within forty-five (45) days after delivery of complete school bus(es) to DOT's Facility and after acceptance of said school bus(es) by DOT.

Complete delivered cost (including freight) for:

Cost for four (4) complete units	$_____
Trade-in allowance total	$_____
Net total cost for four (4) units	**$_____**

Finance Option

Bidder is invited to bid financing the buses under a Lease/Purchase program. Five (5) annual payments in advance will be paid, beginning on delivery. Lease to be funded on delivery, not before or afterward. Attach a copy of suggested contract with terms, documentation, and an Amortization Schedule for the sale amount of the financed equipment. Bids received without documentation will not receive consideration. "Loan Origination", "Documentation", or other similar fees are not acceptable. References from public schools must be furnished upon request. DOT reserves the right to negotiate payment terms or alternate plans with the most responsible bidder.

Cash price and payment will be adjusted pro-rate if options are selected.

APR (Annual Percentage Rate) implicit interest rate (as defined by Federal Truth in Lending Law):_____%. The rate must be firm and not subject to change if lease documents are signed within sixty (60) days of bid opening.

Amount of annual payment assuming all four (4) units are purchased: $_____

Finance Source: _____

_____

_____

QUOTE CONFIRMATION

PEOPLE WHO GET IT

DEAR DAVE JENKINS,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. Click here to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
KCNX093	9/20/2018	KCNX093	1727278	$9,978.90

IMPORTANT - PLEASE READ
Special Instructions: TAX:MULTIPLE TAX JURISDICTIONS APPLY TAX: CONTACT CDW FOR TAX DETAILS

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Cisco IP Phone 8811 - VoIP phone Mfg. Part#: CP-8811-K9= UNSPSC: 43191511 TAX: CRYSTAL LAKE, IL .0000% $.00 Contract: MARKET	6	3470186	$279.00	$1,674.00
Cisco IP Phone 8851 - VoIP phone Mfg. Part#: CP-8851-K9= UNSPSC: 43191511 TAX: CRYSTAL LAKE, IL .0000% $.00 Contract: MARKET	2	3388146	$379.00	$758.00
Cisco IP Phone 8800 - key expansion module Mfg. Part#: CP-8800-A-KEM= UNSPSC: 43202205 TAX: CRYSTAL LAKE, IL .0000% $.00 Contract: MARKET	2	4871874	$299.00	$598.00
Cisco ISR 4321 - Unified Communications Bundle - router - rack-mountable Mfg. Part#: ISR4321-V/K9 UNSPSC: 43222609 TAX: CRYSTAL LAKE, IL .0000% $.00 Contract: MARKET	1	3522238	$1,899.00	$1,899.00
Cisco SMARTnet extended service agreement Mfg. Part#: CON-SNTP-ISR4321V UNSPSC: 81111812 Electronic distribution - NO MEDIA TAX: CRYSTAL LAKE, IL .0000% $.00 Contract: MARKET	1	3600995	$492.00	$492.00
Cisco ISR Unified Communications - license Mfg. Part#: SL-4320-UC-K9 UNSPSC: 43233002 TAX: CRYSTAL LAKE, IL .0000% $.00 Contract: MARKET	1	3813778	$849.00	$849.00

Cisco Fourth-Generation 32-Channel High-Density Packet Voice Digital Signal Mfg. Part#: PVDM4-32 UNSPSC: 43211605 TAX: CRYSTAL LAKE, IL .0000% $.00 Contract: MARKET	1	3296255	$1,025.00	$1,025.00
Cisco Unified Survivable Remote Site Telephony - license - 1 endpoint Mfg. Part#: SRST-EP UNSPSC: 43232805 Electronic distribution - NO MEDIA TAX: CRYSTAL LAKE, IL .0000% $.00 Contract: MARKET	10	5120500	$17.22	$172.20
Cisco Smart Net Total Care Software Support Service - technical support - f Mfg. Part#: CON-ECMU-SRSTGTEP UNSPSC: 81112201 Electronic distribution - NO MEDIA TAX: CRYSTAL LAKE, IL .0000% $.00 Contract: MARKET	10	5121968	$3.29	$32.90
Cisco Unified Communications Manager Enhanced (v. 11.x) - license - 1 user Mfg. Part#: LIC-CUCM-11X-ENH-A UNSPSC: 43232805 Electronic distribution - NO MEDIA TAX: CRYSTAL LAKE, IL .0000% $.00 Contract: MARKET	10	3795731	$149.00	$1,490.00
Cisco SMARTnet Software Support Service - technical support - for LIC-CUCM- Mfg. Part#: CON-ECMU-LICXENHA UNSPSC: 81112201 Electronic distribution - NO MEDIA TAX: CRYSTAL LAKE, IL .0000% $.00 Contract: MARKET	10	3926867	$27.00	$270.00
Cisco Unity Connection (v. 11.x) - license - 1 user Mfg. Part#: UNITYCN11-STD-USR UNSPSC: 43232805 Electronic distribution - NO MEDIA TAX: CRYSTAL LAKE, IL .0000% $.00 Contract: MARKET	10	3814168	$46.00	$460.00
Cisco SMARTnet Software Support Service - technical support - for Cisco Uni Mfg. Part#: CON-ECMU-UNITCN0S UNSPSC: 86101601 Electronic distribution - NO MEDIA TAX: CRYSTAL LAKE, IL .0000% $.00 Contract: MARKET	10	3458183	$12.00	$120.00
Cisco Emergency Responder (v. 11.0) - license - 1 phone Mfg. Part#: ER11-USR-1 UNSPSC: 43232804 Electronic distribution - NO MEDIA TAX: CRYSTAL LAKE, IL .0000% $.00 Contract: MARKET	10	3814147	$11.88	$118.80
Cisco SMARTnet Software Support Service - technical support - for ER11-USR- Mfg. Part#: CON-ECMU-ER11USR1 UNSPSC: 81112201 Electronic distribution - NO MEDIA TAX: CRYSTAL LAKE, IL .0000% $.00 Contract: MARKET	10	3814143	$2.00	$20.00

PURCHASER BILLING INFO		
Billing Address: COMMUNITY SCHOOL DISTRICT 47 300 COMMERCE DR ATT ACCOUNTS PAYABLE CRYSTAL LAKE, IL 60014-3503 **Phone:** (815) 459-6070 **Payment Terms:** NET 30 Days-Govt/Ed	**SUBTOTAL**	$9,978.90
	SHIPPING	$0.00
	SALES TAX	$0.00
	GRAND TOTAL	**$9,978.90**
DELIVER TO	**Please remit payments to:**	
Shipping Address: COMMUNITY CONSOLIDATED SCHOOL DIST # 47 221 LIBERTY RD RENEE KOMOSA TECH CRYSTAL LAKE, IL 60014-8035 **Shipping Method:** NiteMoves Local Super-Saver	CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	

Need Assistance? CDW•G SALES CONTACT INFORMATION

Angela Collins	|	(877) 853-0583	| angecol@cdwg.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at
http://www.cdwg.com/content/terms-conditions/product-sales.aspx
For more information, contact a CDW account manager

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CRYSTAL LAKE

Jenkins, David <dcjenkins@d47.org>

Re: CDW-G Quote Confirmation: Quote #KCNX093/P.O. Ref. KCNX093

1 message

Jenkins, David <dcjenkins@d47.org> Thu, Sep 20, 2018 at 2:42 PM
To: Rafal Libelt <rafalib@cdwg.com>
Cc: Angela Collins <angecol@cdwg.com>, Todd Dessain <todddes@cdw.com>, Mike Primus <Mike.Primus@cdw.com>

I appreciate everyone's work on this! I will take a look and share with our admin team to see if we will move to the next step.

DJ

Dave Jenkins
Assistant Superintendent of Technology Services

C.O.R.E. Center
300 Commerce Dr.
Crystal Lake, IL 60014

815.788.5081 direct
www.d47.org

"Empowering All Students. Learners Today, Leaders Tomorrow"

On Thu, Sep 20, 2018 at 2:40 PM Rafal Libelt <rafalib@cdwg.com> wrote:

> Dave, from an engineering aspect we are talking about roughly 1.5 weeks of work (Todd's Estimate) which Is about $11,500
>
> If this project ends up being a go, pls let us know and we will have official SOW drafted up
>
> Thanks,
>
> **Rafal Libelt**
>
> CDWG Field Account Executive Chicagoland K-12
>
> ---
>
> CDWG-Email-Sig
>
> **CDW. The Right Technology. Right Away.®**
>
> 230 N Milwaukee Ave, Vernon Hills IL, 60061
>
> Office/Cell # 312-451-4108

Email: rafalib@cdwg.com

From: Angela Collins
Sent: Thursday, September 20, 2018 2:36 PM
To: Rafal Libelt <rafalib@cdwg.com>; Todd Dessain <todddes@cdw.com>
Cc: Jenkins, David <dcjenkins@d47.org>
Subject: FW: CDW-G Quote Confirmation: Quote #KCNX093/P.O. Ref. KCNX093

Angela Collins

Account Executive, CDWG-Sales

Phone 877.853.0583

Fax 847.371.2101

"There are no problems only solutions" John Lennon

From: Angela Collins <angecol@cdwg.com>
Sent: Thursday, September 20, 2018 2:33 PM
To: Angela Collins <angecol@cdwg.com>
Subject: CDW-G Quote Confirmation: Quote #KCNX093/P.O. Ref. KCNX093

View in a browser

Image removed by sender. Quote Confirmation

PEOPLE WHO GET IT

DEAR DAVE JENKINS,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. Click here to convert your quote to an order.

School Districts 47 & 155 dba
Transportation Joint Agreement



1204 S McHenry Avenue
Crystal Lake, IL 60014
Office (815) 455-0558
Fax (815) 459-9115

Penny Fleming CDPT, Director of Transportation
Collin McCormick, Assistant Director of Transportation & Safety
Kathy Emmel, Accounting & HR Processor
Norma Urbina, Route Manager
Lisa Russo, Head Dispatcher
Yvonne Rhodes, Dispatcher
Michael Wiley, Transportation Specialist
Timothy Oppenhagen, Shop Foreman

TO: TJA Advisory Board
FR: Collin McCormick
RE: Report from the Assistant Director
DT: November 2, 2018

7.0 Report from the Assistant Director

7.1 Crash Report: TJA has experienced 5 preventable and 3 non-preventable crashes to date. See attached report.

7.2 Workers Compensation Report: TJA has experienced 0 work related injuries to date. See attached report.

7.3 Training/Back to School Meeting: TJA currently has 3 drivers in training. At the October Mandatory Meeting we discussed several items related to daily operations and the upcoming opportunity for on-site Flu shots. We also talked about the impact that idling at schools can have on the staff and students, as well as the environment. Among other topics that were covered, we also discussed in great detail the importance of doing a proper pre-trip inspection and the consequences that could result from not documenting. See attached reports.

WORKER'S COMPENSATION

School Year	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Year Total	Still Open
2018/2019	0	0	0	0	0	0	0	0	0	0	0	0	**0**	**0**
2017/2018	0	0	0	2	1	0	0	2	0	1	1	0	**7**	**4**
2016/2017	0	1	2	2	2	0	2	1	0	1	2	0	13	5
2015/2016	0	0	2	0	0	1	1	0	0	0	0		4	0
2014/2015	0	0	2	0	3	0	3	1	0	2	1	0	12	0
2013/2014	0	0	0	1	2	3	0	3	2	1	0	0	12	2
2012/2013	0	0	1	3	0	0	1	3	2	2	0	1	13	0
2011/2012	0	0	1	1	0	1	0	2	0	0	0	0	5	0
2010/2011	0	0	1	0	2	1	1	0	0	1	2	1	9	0

Total Claims Remaining Open	**11**

CRASHES

	Jul		Aug		Sep		Oct		Nov		Dec		Jan		Feb		Mar		Apr		May		Jun		TOTALS		
School Year	**Preventable**	Non - Preventable	**Preventable**	Non - Preventable	**Preventable**	Non - Preventable	**Preventable**	Non - Preventable	**Preventable**	Non - Preventable	**Preventable**	Non - Preventable	**Preventable**	Non - Preventable	**Preventable**	Non - Preventable	**Preventable**	Non - Preventable	**Preventable**	Non - Preventable	**Preventable**	Non - Preventable	**Preventable**	Non - Preventable	**Preventable**	Non - Preventable	**Total Annual Crashes**
2018/2019	0	0	1	2	1	1	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	4	9
2017/2018	0	0	0	0	4	2	1	1	3	1	1	2	0	0	4	1	2	1	2	5	3	1	0	2	20	16	36
2016/2017	0	0	2	1	3	2	2	1	2	3	1	1	2	2	2	1	0	0	2	0	3	1	0	0	19	12	31
2015/2016	0	0	1	1	4	5	5	0	0	2	1	0	2	0	2	0	3	0	1	0	2	0	0	0	21	8	29
2014/2015	1	0	0	0	0	0	3	2	1	1	1	0	3	4	0	0	1	2	2	2	1	2	0	0	13	13	26
2013/2014	0	0	0	0	0	0	2	2	3	1	0	2	0	0	2	2	1	2	1	1	0	1	0	0	9	11	20
2012/2013	0	0	0	0	1	3	5	1	1	0	2	0	3	1	2	1	1	2	2	1	0	0	0	0	17	9	26
2011/2012	0	0	3	1	4	3	1	0	0	1	0	1	3	2	4	1	1	0	0	1	1	0	0	0	17	10	27
Total/Month	1		9		31		26		19		12		22		22		16		20		15		2				

Preventable Crash

Date	Vehicle #	Students (Y/N)	Description
9/19/2018	283	Y	Whlie traveling southbound on N Brentwood Dr near the intersection of Moterey Dr in Crystal Lake, IL the driver struck a mailbox. No damage to the bus, the mailbox is beyond repair, and no injuries.
10/29/2018	380	N	Whie traceling northbound on Adams St in the city of Lake in the Hills, IL, the bus rubbed up agains a piece of construction equipment that was parked on the street. The driver was unaware the contact had been made until the following morning when there was better visibility. No injuries, bus has been scratched. No reported damage on construction equipment.
10/30/2018	287	Y	While traveling westbound on Ames Rd near the intersection of IL-Route 31 in Crystal Lake, IL, the driver rubbed up against a stop sign while attempting to make a right hand turn. The driver was unaware that contact had been made until the vehicle was inspected after the trip. No injuries, no damage to the stop sign, and a minor scratch on the bus.
10/31/2018	343	Y	While traveling southbound on Wildflower Ln near the intersection of Ceresia Dr in Crystal Lake, IL, the driver rubbed up against a parked lanscaping vehicle. The driver was unaware that contact had been made until the Crystal Lake Police Department contacted transportation. No injuries and minor paint transfer to both vehicles.

Preventable Crash TJA Lot

Date	Vehicle #	Students (Y/N)	Description
8/20/2018	367	N	After positioning the bus in its parking stall, the driver failed to set the parking brake, resulting in the bus rolling into the fence.

Non - Preventable Crash

Date	Vehicle #	Students (Y/N)	Description
8/23/2018	252	N	While waiting at a stop light on McHenry Ave at the intersection of Barlina Rd in Crystal Lake, IL, the bus was struck in the rear by another vehicle. No damage to the bus, minor damage to the other vehicle, and no injuries.
8/31/2018	355	Y	While unloading a student, facing westbound near the intersection of Elmhurst St in Crystal Lake, IL, another vehicle went to pass the bus and ended up striking the left rear of the bus. No injuries, minor scratches to the bus, and moderate damage to the other vehicle.
9/21/2018	356	Y	The bus was stopped, facing eastbound on IL Route 176 near the intersection Knaack Blvd in Crystal Lake, IL when another vehicle struck the bus from behind. No damage to either vehicle and no injuries.

Worker's Compensation

Date	Lost Time? Y/N		Return to work	Restrictions	Return Full Duty	Description

School Districts 47 & 155 dba

Transportation Joint Agreement



1204 S McHenry Avenue
Crystal Lake, IL 60014
Office (815) 455-0558
Fax (815) 459-9115

Penny Fleming CDPT, Director of Transportation
Collin McCormick, Assistant Director of Transportation
Kathy Emmel, Accounting & HR Processor
Norma Urbina, Route Manager
Lisa Russo, Head Dispatcher
Yvonne Rhodes, Dispatcher
Michael Wiley, Transportation Specialist
Timothy Oppenhagen, Shop Foreman

MANDATORY DRIVER / ATTENDANT MEETING

THURSDAY, OCTOBER 04, 2018 @ 9:30 am
FRIDAY, OCTOBER 5, 2018 @ 9:30 am

MEETING MINUTES

1. Welcome!
2. Penny
    - 2.1 House Keeping
        - i. Please take care of your items in the refrigerator. It will be cleaned regularly so please make sure your items are stored on a day-to-day basis.
        - ii. Please do not leave dishes in or around the sink, they will be thrown out.
    - 2.2 Driver / Attendant's Children at TJA
        - i. Your children / your responsibility.
        - ii. It's a privilege, not a right. Don't lose it.
        - iii. Explain the expectations to your children so that you can continue to use this excellent perk.
    - 2.3 Field Trip Buses
        - i. When loading students for field trips, please stay out of the way of route buses. It may be necessary for you to leave where you are and come back.
    - 2.4 Radio Communication
        - i. Keep your radio turned up, dispatch has to be able to communicate with you.
        - ii. Think about it before using the radio; is it important, can it wait until you return to the office?
    - 2.5 Flu Shots
        - i. Available Thursday October 11th, 2018 from 8:45 am to 10:45 am in the TJA Conference Room. Free with Blue Cross/Blue Shield PPO or $35.
        - ii. Available to you and your family.
    - 2.6 DOT Lot
        - i. Parking stalls have been numbered in the employee lot.
        - ii. Stall assignments will be random with the exception of those who we know that keep their vehicles at TJA all day.
3. Collin
    - 3.1 Bus Idling at Schools
        - i. Please do not idle your buses at the schools. If you operate a bus that requires the engine to be running, wait until dismissal time to start the bus.

3.2 Bus Parking

i. The wider stalls are working out well. However, by widening the stalls to the degree that we did, it significantly cut down on the number of stalls that are available.
ii. If a bus is parked in your stall, please find an open one. Do not move other buses in order to get your bus into your stall.
iii. Assume that dispatch told the driver to find an open stall and that is the reason yours is unavailable.
iv. If there are no remaining stalls available, please park in front, facing the building, starting on the right-hand side as you face the building. Make sure there is enough room for vehicles to enter and exit the office staff parking lot.

3.3 D47 Information

i. Skyward Access
    1. The best way for you to access your pay information is to continue to use the Skyward Portal. The best way to reset your Skyward account is to use your District 47 Email account.
ii. Email Accounts
    1. In order to help reduce the number of tech support requests, we ask that you set up your email account if you haven't done so already. Instructions for you email information are going in your mailbox.

4. Penny / Collin

4.1 Pre-Trip Inspections

i. How thorough are you?
ii. The most important aspect of traffic safety for yourself and others who share the road with you, is that you personally inspec your vehicle.
iii. A vehicle defect found during an inpection could save you problems later.
iv. A Pre-Trip inspection is required by law each day a school bus is in service.
v. What would IDOT find on your bus if they were on the lot right now?
vi. Last school year, when being evaluated, drivers performed a thorough pre-tip. However, in the same year, defects were easily found by mechanics that were missed by 15-20% of the driving force.

4.2 National School Bus Safety Week

i. Watch the employee message screen in the breakroom for tips.
ii. Make sure that loose items are stored away or in a secure location, not;
    1. On the dash
    2. In or around the garbage can
    3. Behind the interior mirror.
iii. Place Route Numbers in the lower window right behind the service door.
iv. Things you cannot attach to the bus include:
    1. Magnets
    2. Pencil holders
    3. Paper towel dispensers

4. Baskets
5. Hooks / Hangers
6. Air fresheners. (while the vehicle is in motion.)

4.3 Pancake Breakfast

i. Friday, October 26, 2018 from 5:45 am to 9:30 am.
ii. Leach drivers can park their buses along the South High School Drive or stop in between routes if you have time.

4.4 Other News

i. Leach Drivers, please be sure to…
    1. Lock the Trailer
    2. Lock your Buses
    3. Notify Collin or Penny of any issues
ii. Procedure for Loading / Unloading Students
    1. It does not matter where you are loading or unloading your passengers, you must activate your 8-Way sustem every time… No Exceptions.
iii. Danger Zone (Addition)
    1. When students are in the loading / unloading area, or are within 10 feet of your bus, YOU MUST WAIT. This is especially important in high volume areas (I.e., Unloading at schools in the morning).
iv. Relaying Messages
    1. There continues to be issues with parents using drivers and attendants to send messages to TJA or the school. If a student is not going to be riding the bus, or the parent wants to give you updated information, the need to also contact TJA.

4.5 Special Ed Evac Plans Extended Deadline (Due Friday October 12, 2018)

i. Please see Collin if you have any questions.

4.6 Questions

4.7 Have a Great Day!

School Districts 47 & 155 dba

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MANDATORY DRIVER / ATTENDANT MEETING

THURSDAY, OCTOBER 04, 2018 @ 9:30 am
FRIDAY, OCTOBER 5, 2018 @ 9:30 am

AGENDA

1. Welcome!
2. Penny
   - 2.1 House Keeping
   - 2.2 Driver / Attendant's Children at TJA
   - 2.3 Field Trip Buses
   - 2.4 Radio Communication
   - 2.5 Flu Shots
   - 2.6 DOT Lot
3. Collin
   - 3.1 Bus Idling at Schools
   - 3.2 Bus Parking
   - 3.3 D47 Information
     - i. Skyward Access
     - ii. Email Accounts
4. Penny / Collin
   - 4.1 Pre-Trip Inspections
   - 4.2 National School Bus Safety Week
   - 4.3 Pancake Breakfast
   - 4.4 Other News
   - 4.5 Special Ed Evac Plans Extended Deadline (Due Friday October 12, 2018)
   - 4.6 Questions

Mandatory Meetings: Refer to page 11 of the TJA Driver/Attendant Handbook. Please remember – Children are not allowed at TJA meetings.

If you cannot attend this meeting, please complete the following and return it to Penny or Collin.

Name: _____

Reason for non-attendance: _____

_____

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Agenda

Transportation Joint Agreement: Advisory Board
Wednesday, January 9, 2019 @ 1:00 p.m.

1.0 Call to Order

2.0 Roll Call

3.0 Approval of Minutes of Previous Meeting

4.0 Correspondence

5.0 Citizen Input

6.0 Report from the Director
- 6.1 Financial Reports
- 6.2 Personnel
- 6.3 Fuel
- 6.4 Middle School Pick-up/Drop-off Policy
- 6.5 School Bus Bids
- 6.6 ALC – Supplemental Transportation
- 6.7 Festival of Lights Parade
- 6.8 On Call Compensation

7.0 Report from the Assistant Director
- 6.1 Crash Report
- 6.2 Worker's Compensation Report
- 6.3 Idle Report
- 6.4 Training

8.0 TJA Audit – As of and for the Year Ended June 30, 2018 – C. Nelson

9.0 Executive Session for the Purpose of Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body 5ILCS 120//2(c)(1), Negotiating Matters 5 ILCS 120/2(c)(2), and Litigation 5ILCS 120/2(c)(11).

10.0 Any other matters that come before the board

11.0 Adjournment

Minutes of the TJA Advisory Committee

Wednesday, November 14, 2018

1. **Call to Order**: The meeting of the TJA Advisory Committee was called to order by Penny Fleming at 1:01pm. At the TJA Office, 1204 S. McHenry Ave, Crystal Lake, Illinois, 60014
2. **Roll Call**: Present, Mr. Fetzner, Mrs. Nelson, Mr. Seacrest, and Mr. Davis, Mrs. Palsgrove (at 1:05pm)
   Absent: None

3. **Approval of Minutes**: Approval of minutes of previous meeting on Wednesday, September 5, 2018. Mrs. Nelson moved to approve and was seconded by Mr. Seacrest to approve the regular session minutes. Motion passed unanimously.

4. **Correspondence**: Bus Biz dated 10/12/2018

5. **Citizen Input**: None

6. **Report from the Director**

6.1 Financial Reports: As of October 30, 2018, TJA's budget is at 28.69% of monies spent. Driver and Attendant retroactive pay under the new contract to be paid with the 12/14/2018 pay date. There will be no need for a formal adjustment to the budget by way of Board approval if needed due to retroactive pay. Mrs. Nelson reports that it can be an internal budget reallocation of funds if necessary.

6.2 Personnel: TJA is still hiring to fill open driving positions. To date, this school year there have been 7 new hires and 4 drivers who have left. Mrs. Fleming reports that one more driver is leaving this Friday and another to leave at the end of December. TJA is approximately 8-9 drivers short. One or two more additional attendants would be ideal. Mrs. Fleming reports that TJA is in the process of replacing the banners out front that identify the building, along with the hiring banner that attaches to a bus.

6.3 Fuel: Fuel consumption is at 59,506 gallons to date. Fuel costs are a bit higher as compared to last year. Mrs. Nelson asked how cost of fuel to date compares to this point last year. At this meeting, Mrs. Fleming did not have an exact calculation.

6.4 Update on Leach Electrical Outlets – As of this date, the electrical posts and plugs for buses and lighting have been installed at Leach. TJA received a third quote from KII Electrical Contractors, Inc. and was the lowest quote of the three received coming in at $12,500 and was scheduled to complete the work.

6.5 Update on Student Tracking System: Administrators from districts 47 and 155, and TJA attended presentations by Zonar's ZPass and Tyler Technologies Tyler Drive and e-Link & Onscreen systems. Both systems provide a student tracking system, while Tyler Technologies can provide many additional services. Quotes were provided on both systems. Mrs. Fleming sent inquiries to the local and state transportation associations asking for feedback on the systems that they are using. Mrs. Fleming reports little communication received in return. Harlem schools reports using a system developed on their own using tablets and is having issues in developing and maintaining internal policies and procedures. Freeport schools has been using ZPass since 2010 and likes it. Freeport has strict policies and procedures in place and they report it's working well. McHenry schools is using Tyler My-Stop and does not recommend it. McHenry schools report that issues are hard to resolve as Tyler Technologies has been slow in response to address issues. TJA just doesn't have enough feedback to decide on Zonar. Mrs. Nelson would like to explore an option to investigate Freeport's policies and procedure to perhaps adopt some. Mr. Seacrest sees little value for district 155 for the cost. Mrs. Fleming plans to schedule another presentation from Zonar with a representative who can answer more of the technical questions the group has. Quotes from both companies was presented.

6.6 National School Bus Safety Week: October 22nd through 26th TJA worked with D47 Coordinator of Community Relations and provided safety information to parents, students and the general public. Parents were sent safety tips. Safety tips were added to D47 web-site and there were 15 second and 30 second PSA announcements on a local radio station several times during the week. TJA provided tips on the TJA message board in the breakroom. The week wrapped up with a pancake breakfast served by TJA and Administrators from D47 and D155.

6.7 Middle School Pick-up/Drop-off Policy: TJA is requesting to revisit a long standing policy that allows middle school students to get on and off the bus at any stop along their assigned route. TJA proposes using the same rule as in place for the elementary routes which allows students to get on and off only at their assigned stops. The Assistance Director recommends that there be a written policy that meets the state training curriculum which restricts students to using only their assigned stops to get on and off the bus. Mr. Fetzner was going to investigate what written policy may be in place and to come up with a statement that could go in effect January 1st.

6.8 School Bus Bids: School bus bid packets were presented. TJA plans to go to bid for up 8 big buses and 4 special education buses. TJA plans to trade in eight big buses; six from 2006 and two from 2007, four special education buses; 2 from 2008 and two from 2012. Cost to maintain and issues with them were the deciding factors in choosing these particular buses for trade. Mrs. Nelson recommended language changes on page 13 of the big bus bid to include a per-unit cost. Buses will be scheduled for delivery after July 1st. Cost of the buses to be presented at the BOE

meeting in January for approval to be added to next year's budget and the ensure having check ready in June for payment when the buses are delivered.

6.9 Stop Arm Patrol: Village of Lakewood is requesting permission to ride along on bus routes in their area for the purpose of conducting stop arm patrol. Currently there are no stop arm cameras on our buses. Mr. Seacrest asked about current process for dealing with violators. Mrs. Fleming reports that McHenry County, Village of Lakewood, and Crystal Lake have forms we can fill out and these agencies will follow up on our behalf. Having officers on board was not recommended by this committee. The Assistant Director presented a copy of a Petition to White House Seeks to Toughen Penalties on Stop-Arm Running.

6.10 Telephone Upgrade: A quote for telephone upgrades for TJA was presented. Mrs. Nelson discussed the quote for equipment upgrades and to provide Voice over IP to easily direct calls between the district and TJA. Compatibility with the after-hours answering service, driver comment line, and call routing will need to be further discussed.

7. Report from the Assistant Director

7.1 Crash Report- TJA has experienced 5 preventable and 3 non-preventative crashes to date.

7.2 Worker's Compensation Report – TJA has experienced zero work related injuries to date.

7.3 Training/October Mandatory Meeting: TJA currently has 3 drivers in training. At the October Mandatory Meeting we discussed items related to daily operations and upcoming flu shot clinic. We discussed, the impact of idling on staff, students, and the environment. Also discussed in detail the importance of proper pre-trip inspections and consequences that could result from not documenting.

8. Executive Sesson: EXECUTIVE SESSION FOR THE PURPOSE OF THE APPOINTENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMASSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY 5ILCS 120/2(C)(1) AND COLLECTIVE NEGOTIATING MATTERS BETWEEN THE PUBLIC BODY AND ITS EMPLOYEES 5 ILCS 120/2(C)(2).

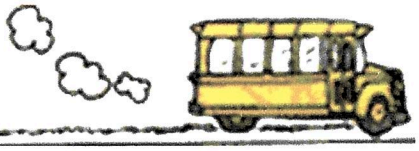
9. Any other matters that come before the board- None.

10. Adjournment: Mr. Seacrest moved, seconded by Mr. Davis to adjourn. All ayes, motioned carried at 2:27pm.

Submitted by: Kathy Emmel

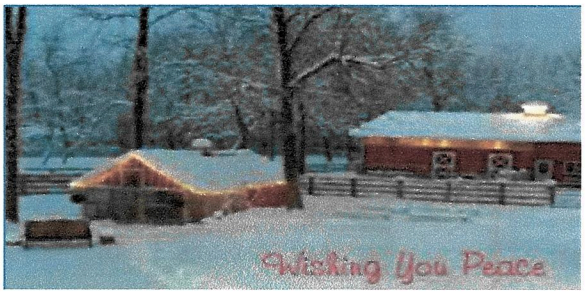
Dec. 20, 2018

TJA BUS BIZ



Calendar :
Dec. 20 – D155 last day before winter break begins
Dec. 21 – D47 last day before winter break begins
Dec. 21 – TJA HOLIDAY LUNCHEON – 10:45 – 1:45
Dec. 24 – Jan. 4 – Winter Break – D47 & D155
Jan. 7 – Classes Resume – D47 & D155
Jan. 11 – Mandatory Special Ed Meeting – 9:30am (Spec Ed Drivers, Attendants & Subs)
Jan. 18 – No School – D47 & D155
Jan. 21 – No School – D47 & D155 – MLK Day

For the season of joy and thanksgiving, we would like to express our gratitude for our lovely staff this Christmas. May you all have a hearty, festive holiday season, filled with lots of love and joy with family and friends.



2018 Holiday Luncheon

Come join us on Friday, December 21st

Lunch served from 10:45 – 1:45

On the menu: Turkey w/gravy, mashed potatoes, stuffing, corn, cranberry sauce, rolls and dessert.

----------Raffle Prizes----------

Penny & Collin Donated a TV for the raffle!

Bus parking for Leach drivers at South HS

IMPORTANT PAYROLL INFORMATION from Kathy Emmel

The office is closed over the Winter Break. If you receive a paper check, your December 28 paycheck will be mailed. We encourage anyone still receiving paper checks to change over to direct deposit. Please see me if you would like more information regarding direct deposit.

7 Ways to Give Back This Holiday Season

So many of us are blessed to have family, friends, food, shelter and a job. Here are 7 ways you can help those less fortunate and give back this holiday season.

1. Bake cookies with your kids and then pass them out to your neighborhood for extra cheer.

2. Sign up for a holiday-themed 5K run where the money goes toward a good cause.

3. Take dog or cat food, pet toys and some blankets or towels to an animal shelter.

4. Put together a care package for troops who are overseas during the holidays.

5. Get involved in helping the homeless by serving food at shelters.

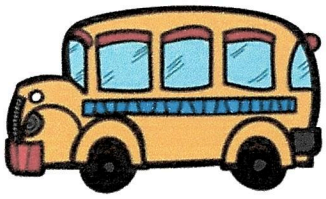
6. Buy a bunch of toys at the dollar store, wrap them and donate them to a children's hospital.

7. Visit a nursing home and spend time with the elderly who no longer have family nearby.

WANTED School Bus Drivers

Do you know someone who is looking for a great job?

TJA has immediate openings for driver positions.



Assistant Director's Corner

Collin McCormick

I would like to thank everyone for being safe and reliable employees. We still have much we can do to improve our overall disposition with the community and each other. Please continue to do your part in making sure that each and every day we are putting our best foot forward.

SAFETY TIPS

Collin McCormick

Happy Holidays to you all and enjoy the break. Keep in mind that there will be a lot of undisciplined people out on the roads. You all have it in you to be safe and responsible drivers in your personal vehicles too. Don't take unnecessary risks, and you will surely arrive to your destination safely.



Electronic News Letter: If you would like for your newsletter to be sent electronically instead of a paper copy, please send your request to me at psfleming@d47.org

CRYSTAL LAKE

N Dawson

Fleming, Penny <psfleming@d47.org>

Great Bus Driver!

1 message

[redacted]

Wed, Nov 14, 2018 at 2:38 PM

To: psfleming@d47.org

Hello-
I wanted to share some positive feedback about one of the elementary school bus drivers who drops off in my neighborhood.

Today was early release which I know can be something parents forget about. When the school bus driver dropped two of the neighborhood girls off, he must've noticed that their grandmother, who usually picks them up at the stop, was not there. He slowly followed the girls to their home to make sure they got safely inside before he continued his stops.

This is a man who cares about children and should be acknowledged. I have had many other positive experiences with the district bus drivers when my own children were small. You all should be proud of the staff you hire.

If you can determine the driver who drops off on Talismon Dr., please let him know his care and concern are appreciated.

Thank you,
Britt Bjorklund

Great Job Nancy!
Thank You!
Penny

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Yvonne Rhodes, Dispatcher
Michael Wiley, Transportation Specialist
Timothy Oppenhagen, Shop Foreman

TO: TJA Advisory Board
FR: Penny Fleming
RE: Report from the Director
DT: January 4, 2019

6.0 Report from the Director

6.1 Financial Reports: TJA's budget is at 37.50% of monies spent as of November 30, 2018.

6.2 Personnel: TJA is still hiring to fill open driving positions. Report attached.

6.3 Fuel: Fuel consumption is at 90,018 gallons to date. Report attached.

6.4 Middle School Pick-up/Drop-off Policy: Continue discussion that began at the November 14, 2018 TJA Advisory Board meeting. Due to recent problems and state recommendations, TJA is proposing a change that would require that all students may only get on and off the bus at their assigned bus stop.

6.5 School Bus Bids: The School Bus Bid Opening is scheduled for January 8, 2019. Bid results and a recommendation will be provided at the January 9, 2019 TJA Advisory Board meeting. Discussion

6.6 ALC – Supplemental Transportation: On December 13, 2018, Cathy Nelson and I met with ALC to discuss how they may be able to help with some of our transportation needs. ALC specializes in the areas of special needs, McKinney Vento and out-of-district transportation. See attached information. Discussion

6.7 Festival of Lights Parade: On November 23, 2018, TJA entered a school bus in Crystal Lake's Festival of Lights Parade. This year the bus was designed and dressed as the Abominable Snow Man from the movie Rudolf the Red Nosed Reindeer. The bus was designed and decorated by a team of very dedicated drivers and attendants, some of whom even dressed as the movies characters to walk with the bus in the parade. As is the past, the school bus was a real crowd pleaser. The bus won the trophy for "Most Creative". Of the twelve (12) years that TJA has entered a bus in the parade, this is the eleventh (11th) trophy we have won.

6.8 On Call Compensation: Discussion

2018-2019

Transportation Joint Agreement - Monthly Board Bills

Account # & Name	Dist. #	July	August	September	October	November	Total		Budget 2018-2019	% of Budget	Account Total
41.2550.0111.00	47	4,709.01	4,106.16	3,715.30	3,852.53	5,687.95	22,070.95				
Salary - Director of Trans.	155	2,765.61	3,896.14	3,074.58	2,937.35	4,496.87	17,170.55	39,241.50	88,696.00	44.24%	$ 39,241.50
41.2550.0111.06 Salary	47	3,107.27	2,530.82	2,698.80	2,798.48	4,131.74	15,267.11				
Asst. Director/Safety Mngr	155	1,824.91	2,401.36	2,233.38	2,133.70	3,266.53	11,859.88	27,126.99	64,585.00	42.00%	$ 27,126.99
41.2550.0111.07	47	4,174.35	3,575.51	4,723.85	4,453.17	6,187.97	23,114.85				
Salary-Routing Manager & Transportation Spec.	155	2,451.61	3,392.63	3,909.19	3,395.31	4,892.18	18,040.92	41,155.77	89,225.00	46.13%	$ 41,155.77
41.2550.0111.09	47	1,062.75	1,731.18	1,862.44	1,996.98	2,879.04	9,532.39				
Salary - Admin. Assistant	155	624.16	1,642.64	1,541.25	1,522.59	2,276.15	7,606.79	17,139.18	46,688.00	36.71%	$ 17,139.18
41.2550.01118.10	47	4,174.87	3,400.35	4,754.06	2,440.45	3,546.34	18,316.07				
Salary -Head Dispatcher I	155	2,451.91	3,226.43	3,934.20	1,860.71	2,803.73	14,276.98	32,593.05	51,815.00	62.90%	$ 32,593.05
41.2550.0111.11	47				2,721.60	3,491.09	6,212.69				
Salary - Dispatcher II	155				2,075.08	2,760.04	4,835.12	11,047.81	49,533.00	22.30%	$ 11,047.81
41.2550.0212.00	47	1,827.91	1,628.00	1,883.74	2,073.17	2,765.36	10,178.18				
I.M.R.F. - Office	155	1,073.54	1,544.72	1,558.87	1,580.69	2,186.28	7,944.10	18,122.28	41,788.00	43.37%	$ 18,122.28
41.2550.0213.00	47	1,064.61	945.34	1,094.40	1,206.72	1,609.45	5,920.52				
F.I.C.A. - Office	155	625.24	896.99	905.67	920.07	1,272.42	4,620.39	10,540.91	24,214.00	43.53%	$ 10,540.91
41.2550.0214.00	47	248.98	221.09	255.96	282.25	376.40	1,384.68				
Medicare - Office	155	146.23	209.78	211.81	215.20	297.58	1,080.60	2,465.28	5,663.00	43.53%	$ 2,465.28
41.2550.0222.00	47	2,752.31	2,678.88	2,583.11	2,678.51	2,636.41	13,329.22				
Hospital Insurance - Office	155	1,616.43	2,541.86	2,137.63	2,042.23	2,084.33	10,422.48	23,751.70	65,500.00	36.26%	$ 23,751.70
41.2550.0310.00	47	157.50	9,786.09	2,084.76	400.47	12,286.20	24,715.02				
Professional	155	92.50	9,285.54	1,725.24	305.33	9,713.43	21,122.04	45,837.06	149,900.00	30.58%	$ 45,837.06
41.2550.0317.00	47					2,345.59	2,345.59				
Audit	155					1,854.41	1,854.41	4,200.00	8,400.00	50.00%	$ 4,200.00
41.2550.0318.00	47		421.87				421.87				
Legal	155		400.29				400.29	822.16	20,000.00	4.11%	$ 822.16
41.2550.0321.00	47	239.19	194.81	276.36	222.84	473.05	1,406.25				
Garbage/Extermination	155	140.47	184.85	228.70	169.91	374.00	1,097.93	2,504.18	5,000.00	50.08%	$ 2,504.18
41.2550.0323.00	47	4,022.55	5,045.12	18,735.75	538.02	1,687.61	30,029.05				
Repairs & Maintenance	155	2,362.45	4,787.07	15,504.67	410.22	1,334.21	24,398.62	54,427.67	50,000.00	108.86%	$ 54,427.67
41.2550.0325.00	47	133.88	1,825.13	4,687.16	1,506.65	5,623.53	13,776.35				
Leases	155	78.63	1,731.77	3,878.84	1,148.74	4,445.94	11,283.92	25,060.27	61,000.00	41.08%	$ 25,060.27
41.2550.0332.00	47	(186.28)	73.10				(113.18)				
Travel & Meeting	155	(109.40)	69.37				(40.03)	(153.21)	7,500.00	-2.04%	$ (153.21)
41.2550.0333.02	47		(814.80)		13,473.00	18,627.00	31,285.20				
Special Ed Cabs	155	990.00	(773.20)		7,591.00	7,398.00	15,205.80	46,491.00	60,000.00	77.49%	$ 46,491.00
41.2550.0234.00	47						-				
Health Ins Exchange	155						-		20,000.00	0.00%	$ -
41.2550.0341.00	47	752.74	437.21	913.61	1,436.87	759.78	4,300.21				
Telephone	155	442.08	414.84	756.06	1,095.54	600.68	3,309.20	7,609.41	30,200.00	25.20%	$ 7,609.41
41.2550.0342.00	47		8.20	1,174.01		92.70	1,274.91				
Postage	155		7.79	971.54		73.29	1,052.62	2,327.53	3,500.00	66.50%	$ 2,327.53
41.2550.0351.00	47						-				

2018-2019

Transportation Joint Agreement - Monthly Board Bills

Account # & Name	Dist. #	July	August	September	October	November	Total		Budget 2018-2019	% of Budget	Account Total
Legal Notices	155						-		500.00	0.00%	$ -
41.2550.0370.00	47	48.43	26.93	57.49			132.85				
Water & Sewer	155	28.44	25.55	47.57			101.56	234.41	800.00	29.30%	$ 234.41
41.2550.0382.00	47		1,049.85				1,049.85				
Unemploy. Compensation	155		996.15				996.15	2,046.00	10,000.00	20.46%	$ 2,046.00
41.2550.0410.00	47	19.52	2,548.56	246.37	193.09	567.38	3,574.92				
Supplies	155	11.47	2,418.20	203.88	147.22	448.56	3,229.33	6,804.25	10,000.00	68.04%	$ 6,804.25
41.2550.0465.00	47			54.81		123.75	178.56				
Heat	155			45.35		97.83	143.18	321.74	7,000.00	4.60%	$ 321.74

Account # & Name	Dist. #						Total		2018-2019	% of Budget	Account Total
41.2550.0466.00	47		12.95	64.37	9.58	28.02	114.92				
Electric	155		12.29	53.26	7.31	22.16	95.02		5,000.00	4.20%	$ 209.94
41.2550.0470.00	47						-				
Software	155						-		300.00	0.00%	$ -
41.2550.0540.00	47						-				
Capital Outlay	155						-		-	#DIV/0!	$ -
41.2550.0640.00	47				90.78	72.60	163.38				
Dues & Fees	155				69.22	57.40	126.62	290.00	500.00	58.00%	$ 290.00
41.2550.0690.00	47	1,235.59	(719.17)	48.46	1,346.00	196.16	2,107.04				
Awards & Incentives	155	725.66	(682.38)	40.10	1,026.25	155.09	1,264.72	3,371.76	19,000.00	17.75%	$ 3,371.76
41.2550.0710.00	47					749.50	749.50				
Non-Capitalized Equip	155					749.50	749.50	1,499.00	10,000.00	14.99%	$ 1,499.00
41.2552.0111.01	47	70,313.99	(14,268.85)	51,976.30	113,526.14	161,524.92	383,072.50				
Operations Salaries	155	10,506.69	(6,714.75)	24,459.44	53,424.07	76,011.73	157,687.18	540,759.68	2,023,478.00	26.72%	$ 540,759.68
41.2552.0111.02	47	29,812.22	18,986.10	42,649.98	55,418.87	84,068.37	230,935.54				
Special Education Salaries	155	37,942.82	17,525.63	39,369.21	51,155.88	77,601.58	223,595.12	454,530.66	1,798,936.00	25.27%	$ 454,530.66
41.2552.0111.47	47	171.84	199.76	289.00	5,567.97	12,432.67	18,661.24				
Field Trip Salaries							-	18,661.24	74,922.00	24.91%	$ 18,661.24
41.2552.0111.55							-				
Field Trip Salaries	155	1,508.04	1,264.54	19,771.00	38,687.62	28,879.61	90,110.81	90,110.81	276,267.00	32.62%	$ 90,110.81
41.2552.0111.04	47	4,565.45	4,524.79	864.01	732.72	558.95	11,245.92				
Field Trip - Other Salaries	155	2,681.30	4,293.35	715.01	558.66	441.90	8,690.22	19,936.14	36,000.00	55.38%	$ 19,936.14
41.2552.0111.05	47	905.95	6,845.63	2,750.37	2,853.34	6,964.43	20,319.72				
Driver Training	155	532.07	6,495.48	2,276.05	2,175.53	5,506.06	16,985.19	37,304.91	70,000.00	53.29%	$ 37,304.91
41.2552.0212.00	47	10,462.83	6,542.24	13,578.01	19,063.99	26,188.93	75,836.00				
I.M.R.F. - Drivers/Attend	155	6,144.84	6,207.60	11,236.41	14,535.30	20,704.88	58,829.03	134,665.03	450,500.00	29.89%	$ 134,665.03
41.2552.0213.00	47	6,139.52	3,869.25	7,983.85	11,237.06	15,525.69	44,755.37				
F.I.C.A. - Drivers/Attendants	155	3,605.75	3,671.34	6,606.99	8,567.68	12,274.55	34,726.31	79,481.68	261,000.00	30.45%	$ 79,481.68
41.2552.0214.00	47	1,435.91	904.94	1,867.25	2,628.11	3,630.94	10,467.15				
Medicare - Drivers/Attendant	155	843.31	858.66	1,545.23	2,003.80	2,870.61	8,121.61	18,588.76	61,100.00	30.42%	$ 18,588.76
41.2552.0222.00	47	51.66	60.17	42,058.54	1,386.54	579.87	44,136.78				
HRA - Drivers	155	30.34	57.09	34,805.32	1,057.16	458.45	36,408.36	80,545.14	380,000.00	21.20%	$ 80,545.14
41.2552.0240.00	47		1,805.71	637.47	1,514.94	1,823.41	5,781.53				

2018-2019 **Transportation Joint Agreement - Monthly Board Bills**

Account # & Name	Dist. #	July	August	September	October	November	Total		Budget 2018-2019	% of Budget	Account Total
Operations - Physical	155		1,713.34	527.53	1,155.06	1,441.59	4,837.52	10,619.05	26,000.00	40.84%	$ 10,619.05
41.2552.0310.00	47						-				
Professional	155						-	-	2,000.00	0.00%	$ -
41.2552.0323.00	47		(998.02)	176.19			(821.83)				
Repairs & Maintenance	155		(946.98)	145.81			(801.17)		8,500.00	-19.09%	$ (1,623.00)
41.2552.0381.00 Insurance	47	78,295.14	26,507.94		14,655.75	14,425.36	133,884.19				
Bus, Fire & Liability	155	45,982.86	25,152.06		11,174.25	11,404.64	93,713.81	227,598.00	481,100.00	47.31%	$ 227,598.00
41.2552.0410.00	47		1,968.85	39.22	1,491.53	1,758.37	5,257.97				
Operations Supplies	155		1,868.14	32.45	1,137.22	1,390.16	4,427.97	9,685.94	18,000.00	53.81%	$ 9,685.94
41.2552.0410.02	47				176.43		176.43				
Special Ed Equip	155				134.51		134.51		9,000.00	3.45%	$ 310.94
41.2552.0410.03	47						-				
Field Trip Expenses	155						-		500.00	0.00%	$ -
41.2552.0410.04	47						-				
Field Trip Expenses - Other	155						-		-	0.00%	$ -
41.2552.0464.00	47	(43.47)	159.72	30,472.51	22,461.51	45,719.63	98,769.90				
Gas & Oil	155	(25.53)	151.55	25,217.37	17,125.74	36,145.77	78,614.90	177,384.80	871,000.00	20.37%	$ 177,384.80
41.2552.0540.00	47		507,938.00				507,938.00				
Purchase - New Bus/Radios	155		507,938.00				507,938.00	1,015,876.00	1,007,276.00	100.85%	$ 1,015,876.00
41.2552.0710.00	47						-				
Non-Capitalized Equip	155						-	-		#DIV/0!	$ -

Account # & Name	Dist. #						Total		2018-2019	% of Budget	Account Total
41.2554.0118.00	47	10,137.66	8,226.52	8,814.43	8,258.38	11,800.95	47,237.94				
Maintenance Salaries	155	5,953.87	7,805.74	7,294.33	6,296.59	9,329.79	36,680.32	83,918.26	214,760.00	39.08%	$ 83,918.26
41.2554.0212.00	47	1,075.61	872.84	935.22	876.22	1,252.09	5,011.98				
I.M.R.F. - Mechanics	155	631.71	828.20	773.93	668.07	989.89	3,891.80	8,903.78	23,000.00	38.71%	$ 8,903.78
41.2554.0213.00	47	492.95	400.17	427.41	442.92	706.37	2,469.82				
F.I.C.A. - Mechanics	155	289.51	379.71	353.70	337.70	558.45	1,919.07	4,388.89	13,316.00	32.96%	$ 4,388.89
41.2554.0214.00	47	115.28	93.58	99.95	103.58	165.19	577.58				
Medicare - Mechanics	155	67.71	88.80	82.72	78.98	130.60	448.81	1,026.39	3,115.00	32.95%	$ 1,026.39
41.2554.0222.00	47	1,722.56	1,402.99	1,496.12	1,358.03	1,146.38	7,126.08				
Hospital Insurance - Mech	155	1,011.66	1,331.23	1,238.10	1,035.43	906.32	5,522.74	12,648.82	33,800.00	37.42%	$ 12,648.82
41.2554.0323.00	47		4,208.72	5,911.81	12,370.31	9,419.57	31,910.41				
Repairs & Maintenance	155		3,993.45	4,892.29	9,431.72	7,447.07	25,764.53	57,674.94	100,000.00	57.67%	$ 57,674.94
41.2554.0339.00	47		46.18	159.78	1,033.79	434.49	1,674.24				
Permits/Licences/Inspections	155		43.82	132.22	788.21	343.51	1,307.76	2,982.00	10,000.00	29.82%	$ 2,982.00
41.2554.0410.00	47	(9,438.31)	4,692.30	8,358.77	4,893.36	13,094.59	21,600.71				
Maintenance Supplies	155	(5,543.13)	4,452.29	6,917.25	3,730.94	10,352.54	19,909.89	41,510.60	260,000.00	15.97%	$ 41,510.60
41.2554.0540.00	47						-				
Capital Outlay	155						-	-	40,000.00	0.00%	$ -
41.2554.0710.00	47		14,275.46	6,902.18	6,210.32	(907.06)	26,480.90				
Non-Capitalized Equip	155		14,275.46	6,902.17	6,210.31	(907.05)	26,480.89	52,961.79	60,000.00	88.27%	$ 52,961.79
Total		$ 366,267.73	$ 1,281,342.60	$ 518,619.50	$ 594,107.07	$ 847,201.99	$ 3,607,538.89		$ 9,619,877.00	37.50%	$ 3,607,538.89

2018-2019 **Transportation Joint Agreement - Monthly Board Bills**

Account # & Name	Dist. #	July	August	September	October	November	Total	Budget 2018-2019	% of Budget	Account Total
Sub Total District 47		235,761.97	639,978.17	280,363.18	331,982.97	489,258.73	1,976,595.52	$ 6,012,338.11		
Sub Total District 155		130,505.76	641,364.43	238,256.32	262,124.10	357,943.26	1,629,444.37			
Other Field Trip Billed										
Total District 47		(4,565.45)	(4,524.79)	(864.01)	(732.72)	(558.95)	(11,245.92)			
Total District 155		(2,681.30)	(4,293.35)	(715.01)	(558.66)	(441.90)	(8,690.22)			
Total District 47		231,196.52	635,453.38	279,499.17	331,250.25	488,699.78	1,965,349.60			
Total District 155		127,824.46	637,071.08	237,541.31	261,565.44	357,501.36	1,620,754.15			
Total Dist. 47 (% of Total)		64.37%	49.95%	54.06%	55.88%	57.75%	54.79%			
Total Dist.155 (% of Total)		35.63%	50.05%	45.94%	44.12%	42.25%	45.17%			

Drivers / Attendants Lost for School Year 2018/2019

Driver	Last Day	Reason for Leaving	Hire Date
* SEVEN (7) DRIVERS RETIRED OR RESIGNED IN MAY & JUNE 2018			
XXXXXXXXXXX	07/30/18	Another job	08/29/88
XXXXXXXXXXX	08/03/18	Moved out of State	07/12/12
XXXXXXXXXXX	08/16/18	Retired	06/01/99
XXXXXXXXXXX	08/27/18	Quit - job too stressful	07/10/18
XXXXXXXXXXX	08/27/18	Failed State Required Testing	08/15/18
XXXXXXXXXXX	09/12/18	Quit during training	08/20/18
XXXXXXXXXXX	10/02/18	Quit after several safety issues	08/20/18
XXXXXXXXXXX	10/22/18	Failed Drug Test	08/29/14
XXXXXXXXXXX	11/13/18	Quit -personnal family issues	09/28/12
XXXXXXXXXXX	11/16/18	Quit - full time job w/more pay	06/12/13
XXXXXXXXXXX	11/27/18	Quit - physical restrictions - was in training	10/10/18
XXXXXXXXXXX	12/11/18	Never returned after WC release	02/21/02
XXXXXXXXXXX	12/31/18	Retired	07/09/14
Attendant			
XXXXXXXXXXX	08/02/18	Quit - family reasons	10/02/00
XXXXXXXXXXX	08/03/18	Became a driver	07/17/15
XXXXXXXXXXX	08/20/18	Became a driver	02/15/18
XXXXXXXXXXX	12/11/18	Never returned after WC release	03/17/08

Drivers / Attendants Gained for School Year 2017/2018

Drivers	Hire Date
* ONE DRIVER HIRED IN JUNE 2018	
XXXXXXXXXXX	07/10/18
XXXXXXXXXXX	08/01/18
XXXXXXXXXXX	08/03/18
XXXXXXXXXXX	08/15/18
XXXXXXXXXXX	08/15/18
XXXXXXXXXXX	08/20/18
XXXXXXXXXXX	08/20/18
XXXXXXXXXXX	08/20/18
XXXXXXXXXXX	09/18/18
XXXXXXXXXXX	09/18/18
XXXXXXXXXXX	09/25/18
XXXXXXXXXXX	10/09/18
XXXXXXXXXXX	10/09/18
XXXXXXXXXXX	10/10/18
XXXXXXXXXXX	10/14/18
XXXXXXXXXXX	11/26/18
Attendants	
XXXXXXXXXXX	08/13/18
XXXXXXXXXXX	08/15/18

TJA Fuel Prices
2018/2019

Date	Unit Price	Taxes	# gals	Total Price per Gallon	Total for Drop
8/6/2018	$2.1988	0.2291	7,501	$2.4279	$18,211.98
8/24/2018	$2.2241	0.2291	7,500	$2.4532	$18,399.30
9/13/2018	$2.3048	0.2291	7,000	$2.5339	$17,737.58
9/22/2018	$2.2707	0.2291	7,503	$2.4998	$18,756.30
10/2/2018	$2.4642	0.2291	7,507	$2.6933	$20,218.91
10/11/2018	$2.4449	0.2291	7,489	$2.6740	$20,025.90
10/19/2018	$2.3477	0.2291	7,502	$2.5768	$19,331.46
10/30/2018	$2.3341	0.2291	7,504	$2.5632	$19,234.55
11/8/2018	$2.2504	0.2291	7,505	$2.4795	$18,608.96
11/16/2018	$2.2049	0.2291	7,501	$2.4340	$18,257.73
12/3/2018	$1.8872	0.2291	7,506	$2.1163	$15,885.25
12/20/2018	$1.3183	0.2291	8,000	$1.5474	$12,657.84
To Date			**90,018**		**$217,325.76**
Total					
2017/2018	**232,719**				
2016/2017	232,206				
2015/2016	238,968				
2014/2015	238,211				
2013/2014	260,148				
2012/2013	247,601				
2011/2012	244,365				
2010/2011	245,707				

STUDENT TRANSPORTATION SOLUTIONS

The ALC Difference



Who is ALC?

ALC is a national student transportation solutions company that uses a combination of SUVs, minivans, wheelchair accessible vans and sedans to supplement districts' existing transportation programs.

Supplementing bus service with small capacity vehicles means that districts no longer have to pay for unused capacity and have the flexibility to expand and contract their fleet to accommodate the ever-changing requirements of these student populations.

At ALC, our focus is on fulfilling districts' special transportation needs. Our goal is to deliver safe, reliable and high quality transportation for school districts and the families they serve.

Every day we coordinate trips for thousands of students, yet we never lose sight of the importance of each student's individual and unique circumstances.

Because ALC focuses on special transportation needs, we are able to offer a level of personalized service found nowhere else.

To learn more, visit us at www.ALCSchools.com.

Who We Serve

Whether assisting districts with their McKinney-Vento program, their hardest to serve trips, or their special needs students, ALC provides a scalable solution that can expand or contract to accommodate this ever-changing population.

The ALC Solution meets districts' supplemental transportation needs by coordinating a combination of SUVs, minvans, wheelchair accessible vans and sedans to transport the following student population types:

- McKinney-Vento
- ESE/Special needs students
- Hard-to-serve trips
- Students traveling out-of-district
- Multi-district coordination
- ESSA

"ALC is proud to have been awarded a national transportation contract by National IPA's governmental lead agency – Region 4 Education Service Center. This contract allows us to serve districts with specific transportation needs without them having to spend the time and money on a standard RFP process. National IPA has already done it for them."

Craig Puckett
CEO

For more information,
please visit our website at
www.alcschools.com/nationalipa

COMPETITIVELY SOLICITED AND PUBLICLY AWARDED BY A LEAD AGENCY

COOPERATIVE CONTRACT
AWARDED SUPPLIER

NATIONAL IPA



Student Transportation Solutions

About ALC



Who Will Be Transporting Your Students?

Consistency – it's important to your special needs students and it's important to ALC. That's why we strive to ensure that each student rides with the same driver every day. This solution enhances communication with parents and increases the comfort level of the students.

Because we not only match the vehicle, but also the driver with individual needs of the student, drivers view their role as having made a commitment to serving "their" students each and every day. The result: students spend more days in the classroom, providing them and their parents stability, familiarity, security and trust.

ALC cares about the safety of your students. That's why we confirm that any driver providing service has complied with the following, as required by state law or your district:

- Valid driver's license appropriate for the vehicle type, registration and insurance
- Ongoing DMV record review for driver safety
- Criminal background check
- Enrolled in a random drug & alcohol testing program
- Comprehensive driver training
- Meets all other state/district-specific requirements

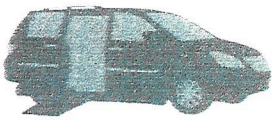
What Type of Vehicle Will Your Students be Riding In?

Irrespective of the size of vehicle used, you can be sure it is clean and well maintained at all times. These smaller vehicles provide your students with a transportation solution, while significantly reducing the amount of time spent traveling to and from school.

Your students may be transported in any of the following vehicle types:



SUV



Wheelchair Accessible Van



Minivan



Sedan

How Will Vehicles & Drivers Be Identified?

The vehicles transporting your students may be identified with a placard on the dashboard. Drivers, per the requirement of the district, may have a photo ID badge stating that they are a subcontracted transportation provider for your district.

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NATIONAL IPA

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ALC & National IPA



The RFP Process

- Research and Development of bid speculations
- Compilation of solicitation documents
- Advertisement of the solicitation both on the National IPA website and in newspapers (including USA Today) for a minimum of two (2) weeks
- Receipt of sealed responses that are duly recorded and opened publicly
- Tabulation and evaluation of all responses
- Recommendation of vendor contract awards
- Contract awarded by a government agency serving in the lead agency role

For More Information

To learn more about ALC's partnership with National IPA, contact ALC at (866) 999-3371 x777 or via e-mail at alc@alcsolutions.com. National IPA Administration and Support can be reached at www.nationalipa.org or at (888) 884-7695.

The ALC Difference

At ALC, our focus in on fulfilling districts' special transportation needs. Our goal is to deliver safe, reliable and high quality transportation for school districts and the families they serve.

Every day we coordinate trips for thousands of students, yet we never lose sight of the importance of each student's individual and unique circumstances.

Because ALC focuses only on special transportation needs, we are able to offer a level of personalized service found nowhere else, including:

Parent/Guardian Meeting

Prior to transporting any student, an ALC representative will meet with the parent/guardian to learn more about the specific needs of the student and his or her family.

ALC understands that knowing a student's preference to sit on the right-side of the vehicle and to be accompanied by a favorite stuffed animal is just as important, in many cases, as understanding their physical requirements. These parent meetings allow ALC to cultivate relationships with the students and their families.

Real-Time Accountability

ALC is able to confirm the time and locations of each of the district's students' trip events. Knowing where your students are, and when they arrived, provides an additional level of comfort and safety.

Matching Each Student With The Right Vehicle

Whether it's a special needs van or sedan, ALC's solution is uniquely customized to meet the specific needs of the district's students – today – and as their needs change. ALC ensures that each vehicle best matches the students. Our model first assesses the needs of the student and then matches them with the appropriate vehicle type.

Don't just take our word for it…ask our customers!

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IPA

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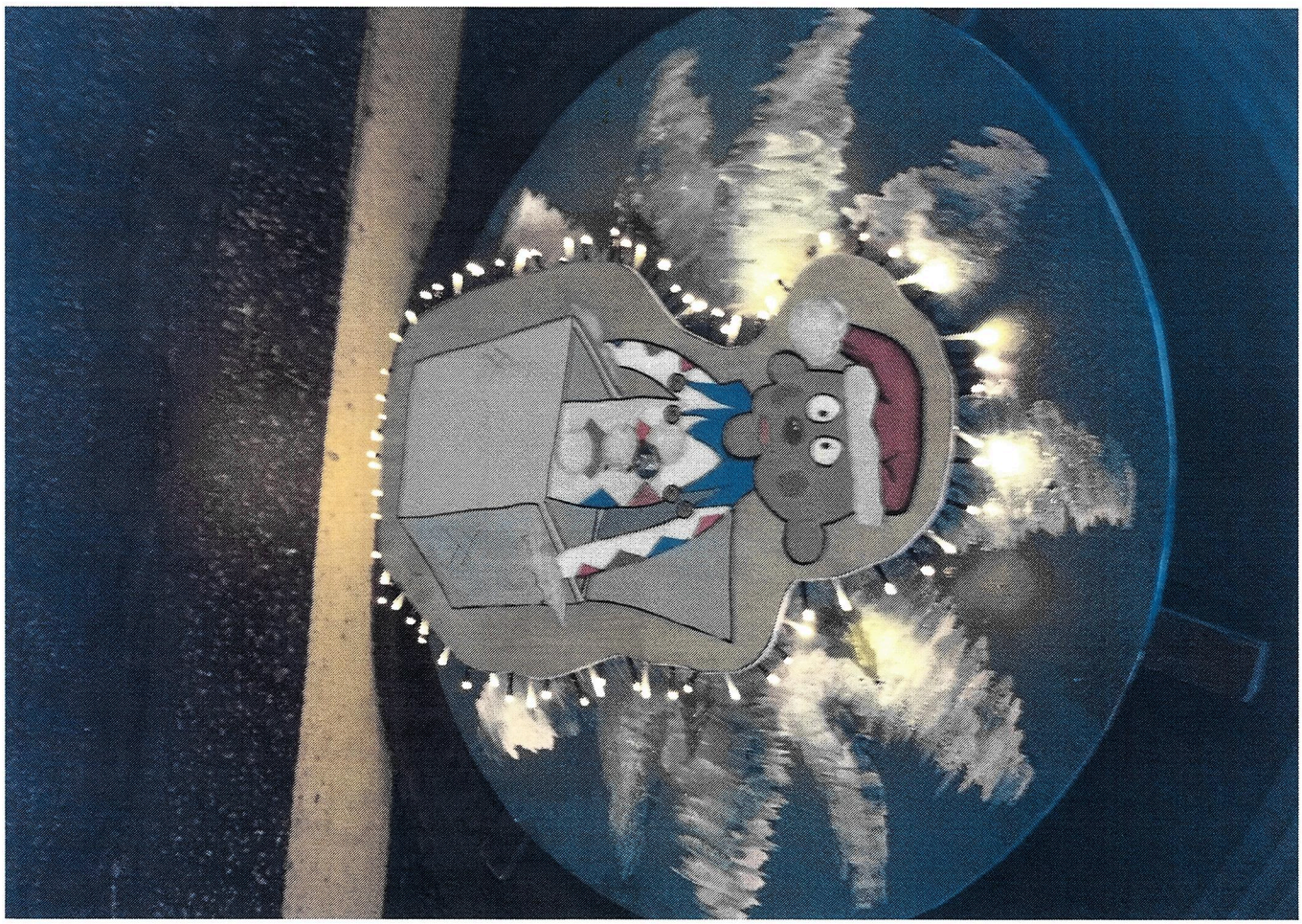
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School Districts 47 & 155 dba
Transportation
Joint
Agreement



1204 S McHenry Avenue
Crystal Lake, IL 60014
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Michael Wiley, Transportation Specialist
Timothy Oppenhagen, Shop Foreman

TO: TJA Advisory Board
FR: Collin McCormick
RE: Report from the Assistant Director
DT: January 4, 2019

7.0 Report from the Assistant Director

7.1 Crash Report: TJA has experienced 5 preventable and 4 non-preventable crashes to date. See attached report.

7.2 Workers Compensation Report: TJA has experienced 0 work related injuries to date. See attached report.

7.3 Idle Report: Total Idling time amounts to 7923:47:53 total. Mechanics idled the buses for a total of 134:05:00 and due to the snow day in November, there was an additional 158:39:37 due to the need to move and clean buses. Drivers account for 7631:03:16 of the total idling time to date this school year. See attached report.

7.4 Training/December Meeting: TJA currently has 1 driver in training. At the December Mandatory Meeting we discussed several items related to the upcoming winter break. We congratulated everyone that was involved in making this year's parade bus a success. We continued to talk about the impact idling is having and pointed out the increase to fuel costs and how we can still improve. We discussed several operational procedures and finished with some questions. See attached documents.

Preventable Crash

Date	Vehicle #	Students (Y/N)	Description
9/19/2018	283	Y	Whlie traveling southbound on N Brentwood Dr near the intersection of Moterey Dr in Crystal Lake, IL the driver struck a mailbox. No damage to the bus, the mailbox is beyond repair, and no injuries.
10/29/2018	380	N	Whie traceling northbound on Adams St in the city of Lake in the Hills, IL, the bus rubbed up agains a piece of construction equipment that was parked on the street. The driver was unaware the contact had been made until the following morning when there was better visibility. No injuries, bus has been scratched. No reported damage on construction equipment.
10/30/2018	287	Y	While traveling westbound on Ames Rd near the intersection of IL-Route 31 in Crystal Lake, IL, the driver rubbed up against a stop sign while attempting to make a right hand turn. The driver was unaware that contact had been made until the vehicle was inspected after the trip. No injuries, no damage to the stop sign, and a minor scratch on the bus.
10/31/2018	343	Y	While traveling southbound on Wildflower Ln near the intersection of Ceresia Dr in Crystal Lake, IL, the driver rubbed up against a parked lanscaping vehicle. The driver was unaware that contact had been made until the Crystal Lake Police Department contacted transportation. No injuries and minor paint transfer to both vehicles.

Preventable Crash TJA Lot

Date	Vehicle #	Students (Y/N)	Description
8/20/2018	367	N	After positioning the bus in its parking stall, the driver failed to set the parking brake, resulting in the bus rolling into the fence.

Non - Preventable Crash

Date	Vehicle #	Students (Y/N)	Description
8/23/2018	252	N	While waiting at a stop light on McHenry Ave at the intersection of Barlina Rd in Crystal Lake, IL, the bus was struck in the rear by another vehicle. No damage to the bus, minor damage to the other vehicle, and no injuries.
8/31/2018	355	Y	While unloading a student, facing westbound near the intersection of Elmhurst St in Crystal Lake, IL, another vehicle went to pass the bus and ended up striking the left rear of the bus. No injuries, minor scratches to the bus, and moderate damage to the other vehicle.
9/21/2018	356	Y	The bus was stopped, facing eastbound on IL Route 176 near the intersection Knaack Blvd in Crystal Lake, IL when another vehicle struck the bus from behind. No damage to either vehicle and no injuries.
10/22/2018	369	N	While traveling eastbound on Aberdeen Dr near the intersection of Canterbury drive in Crystal Lake, IL, a vehicle backed out of their driveway and struck the right front of the bus. No injuries, moderate damage to the bus, and major damage to the other vehicle.

Worker's Compensation

Date	Lost Time? Y/N		Return to work	Restrictions	Return Full Duty	Description

WORKER'S COMPENSATION

School Year	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Year Total	Still Open
2018/2019	0	0	0	0	0	0	0	0	0	0	0	0	**0**	**0**
2017/2018	0	0	0	2	1	0	0	2	0	1	1	0	7	4
2016/2017	0	1	2	2	2	0	2	1	0	1	2	0	13	5
2015/2016	0	0	2	0	0	1	1	0	0	0	0		4	0
2014/2015	0	0	2	0	3	0	3	1	0	2	1	0	12	0
2013/2014	0	0	0	1	2	3	0	3	2	1	0	0	12	2
2012/2013	0	0	1	3	0	0	1	3	2	2	0	1	13	0
2011/2012	0	0	1	1	0	1	0	2	0	0	0	0	5	0
2010/2011	0	0	1	0	2	1	1	0	0	1	2	1	9	0

Total Claims Remaining Open	11

CRASHES

	Jul		Aug		Sep		Oct		Nov		Dec		Jan		Feb		Mar		Apr		May		Jun		TOTALS		
School Year	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Total Annual Crashes
2018/2019	0	0	1	2	1	1	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	4	9
2017/2018	0	0	0	0	4	2	1	1	3	1	1	2	0	0	4	1	2	1	2	5	3	1	0	2	20	16	36
2016/2017	0	0	2	1	3	2	2	1	2	3	1	1	2	2	2	1	0	0	2	0	3	1	0	0	19	12	31
2015/2016	0	0	1	1	4	5	5	0	0	2	1	0	2	0	2	0	3	0	1	0	2	0	0	0	21	8	29
2014/2015	1	0	0	0	0	0	3	2	1	1	1	0	3	4	0	0	1	2	2	2	1	2	0	0	13	13	26
2013/2014	0	0	0	0	0	0	2	2	3	1	0	2	0	0	2	2	1	2	1	1	0	1	0	0	9	11	20
2012/2013	0	0	0	0	1	3	5	1	1	0	2	0	3	1	2	1	1	2	2	1	0	0	0	0	17	9	26
2011/2012	0	0	3	1	4	3	1	0	0	1	0	1	3	2	4	1	1	0	0	1	1	0	0	0	17	10	27
Total/Month	1		9		31		26		19		12		22		22		16		20		15		2				

Fleet Idle Times



Idling Data

	Idle Times					Idle Cost					Cost of Fuel per Gallon				
Month	2014	2015	2016	2017	2018	2014 Cost	2015 Cost	2016 Cost	2017 Cost	2018 Cost	2014 Fuel	2015 Fuel	2016 Fuel	2017 Fuel	2018 Fuel
Jan	14919:00:00	4451:27:01	2618:44:27	2623:14:43	2337:01:01	$71,613.20	$11,885.37	$9,898.84	$7,855.57	$7,855.57	$3.20	$1.78	$2.52	$1.99	$1.99
Feb	9499:59:27	6530:08:48	1979:43:32	1777:39:24	2982:07:37	$48,734.95	$20,961.77	$13,066.19	$5,323.37	$5,323.37	$3.42	$2.14	$2.52	$1.99	$1.99
Mar	3241:07:57	2521:38:59	1394:39:18	1698:53:28	1637:50:47	$16,238.07	$9,115.76	$9,204.72	$5,087.50	$5,087.50	$3.34	$2.41	$2.52	$1.99	$1.99
Apr	2096:35:04	1681:56:46	1556:19:24	1471:21:26	1471:21:26	$10,440.99	$6,357.76	$10,271.73	$4,406.13	$4,406.13	$3.32	$2.52	$2.52	$1.99	$1.99
May	1696:36:20	1375:56:21	1357:36:14	1534:23:19	1534:23:19	$8,220.05	$5,090.51	$8,960.19	$4,594.88	$4,594.88	$3.23	$2.52	$2.52	$1.99	$1.99
Jun	684:19:17	612:56:20	440:55:07	396:37:28	118:05:53	$3,289.14	$2,316.91	$2,910.06	$1,187.73	$343.66	$3.22	$2.52	$2.52	$1.99	$1.99
Jul	412:06:08	242:54:29	314:46:45	261:45:25	294:18:26	$1,978.09	$918.19	$2,077.54	$783.86	$881.33	$3.20	$2.52	$2.52	$1.99	$1.99
Aug	544:59:10	503:25:29	794:48:55	868:41:49	843:45:37	$2,313.47	$1,902.95	$5,245.78	$2,601.40	$3,086.90	$3.08	$2.52	$2.52	$1.99	$2.44
Sep	1586:11:38	1261:52:59	1434:28:18	1494:55:45	1364:29:52	$6,639.68	$4,769.92	$5,142.58	$4,476.71	$5,301.07	$3.05	$2.52	$2.39	$1.99	$2.59
Oct	1468:59:09	1163:31:30	1364:03:37	1495:49:54	1731:42:31	$6,436.45	$4,398.12	$3,744.35	$4,479.42	$6,961.47	$2.92	$2.52	$1.83	$1.99	$2.68
Nov	1523:24:12	1175:05:08	1469:43:27	1637:03:49	2011:08:53	$7,152.38	$4,441.82	$3,835.98	$4,902.35	$7,933.98	$3.13	$2.52	$1.74	$1.99	$2.63
Dec	1532:44:46	1026:42:26	2064:51:13	1482:11:57	1678:22:34	$5,632.84	$3,880.95	$6,182.17	$4,438.59	$6,621.19	$2.45	$2.52	$1.99	$1.99	$2.63
Total	**39206:03:08**	**22547:36:16**	**16790:40:17**	**16742:38:27**	**18004:37:56**	**$188,689.31**	**$76,040.03**	**$80,540.13**	**$50,137.51**	**$58,397.05**	**$3.13**	**$2.42**	**$2.34**	**$1.99**	**$2.24**
											Average Annual Fuel Cost				

18/19 TOTAL HOURS	MECHANICAL	COLD START	18/19 DRIVER HOURS
7923:47:53	134:05:00	158:39:37	7631:03:16

School Districts 47 & 155 dba

Transportation Joint Agreement



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Collin McCormick, Assistant Director of Transportation
Kathy Emmel, Accounting & HR Processor
Norma Urbina, Route Manager
Lisa Russo, Head Dispatcher
Yvonne Rhodes, Dispatcher
Michael Wiley, Transportation Specialist
Timothy Oppenhagen, Shop Foreman

MANDATORY DRIVER / ATTENDANT MEETING

THURSDAY, DECEMBER 6, 2018 @ 9:30 am
FRIDAY, DECEMBER 7, 2018 @ 9:30 am

AGENDA

Welcome!

1. Festival of Lights Parade
2. Holiday Schedule
   - 2.1 Office Hours
   - 2.2 Trip Bidding Schedule
   - 2.3 Sign-up Sheets
   - 2.4 Working during Winter Break?
   - 2.5 Have Scheduled Routes and want time off?
   - 2.6 Fuel Pumps During Break
3. Speed
4. Idle Report
   - 4.1 Last Year's Averages
   - 4.2 This Year's Averages
   - 4.3 Comparisons and Differences
   - 4.4 Cost
   - 4.5 Summery / Expectations
5. Trainers Using Buses
6. Communication / Proper Channels
7. Retro Pay / Bonuses
8. Holiday Luncheon
9. Other Information / Questions
10. Thank you!

Mandatory Meetings: Refer to page 11 of the TJA Driver/Attendant Handbook. Please remember – Children are not allowed at TJA meetings.

If you cannot attend this meeting, please complete the following and return it to Penny or Collin.

Name: _____

Reason for non-attendance: _____

_____

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MANDATORY DRIVER / ATTENDANT MEETING

THURSDAY, DECEMBER 6, 2018 @ 9:30 am
FRIDAY, DECEMBER 7, 2018 @ 9:30 am

MEETING MINUTES

Welcome!

1. Festival of Lights Parade
   - 1.1 TJA's bus won the "Most Creative" Trophy this year!
   - 1.2 Thank you to all who volunteered. The parade bus would not happen without you!
2. Holiday Schedule
   - 2.1 Office Hours
     - i. The office will be officially closed from December 24th through January 3rd. Although there may be someone present during those dates, do not expect someone to be here.
     - ii. The office will be open and staffed on January 4th from 5:00 am until noon. The phones, however, will still be directed to the answering service.
     - iii. Regular office hours will resume on Monday January 7th 2019.
   - 2.2 Trip Bidding Schedule
     - i. Trips that are occurring December 24th through January 6th will be posted on December 11th and awarded on December 18th.
     - ii. Trips that are occurring January 7th through January 13th will be posted on December 18th and awarded at 9:00 am on January 4th.
     - iii. Trips occurring January 14th through January 20th will be posted on January 4th and awarded on January 8th.
     - iv. Normal trip procedures will resume at the conclusion of the January 8th awarding process.
   - 2.3 Sign-up Sheets
     - i. TJA will cover routes during Winter Break utilizing the sign-up sheets.
     - ii. The sign up sheet was posted on December 5th and will remain posted until December 19th.
     - iii. Only Drivers and Attendants who sign up will be contacted.
     - iv. Work will be assigned by the day.
     - v. Work will be awarded before the end of the day on December 20th.
   - 2.4 Working during Winter Break?
     - i. Make sure that you have your route assignment, trip tickets and bus keys for any work you will be performing during Winter Break.
     - ii. The office will be closed and a Dispatcher will be on-call. The answering service will contact the on-call dispatcher in case of an emergency.

2.5 Have Scheduled Routes and want time off?

i. You must us the "Request for Time Off" form.

ii. You must give a minimum of three days' notice.

iii. You must work the scheduled day before, and the scheduled day after a paid holiday in order to receive your holiday pay.

2.6 Fuel Pumps During Break

i. The fuel pumps will be available Wednesday through Friday on both weeks of Winter Break from 7:00 am until 12:00 pm (noon).

3. Speed

3.1 TJA has been experiencing an increase in the amount of phone calls related to speeding and reckless driving. Normally we can assure our community that we are not speeding, however, recently when we look at our GPS system, we are confirming more claims rather than clearing any wrong-doing. Please obey all posted speed limits.

3.2 Remember that you are a rolling billboard for our department and should be an example to our community. Don't give the public any reason to doubt that you are anything other than the most professional, law-abiding school bus driver.

4. Idle Report

4.1 Last Year's Averages

i. Temperatures last year were slightly higher than this year.

4.2 This Year's Averages

i. Temperatures this year were slightly higher than last year.

4.3 Comparisons and Differences

i. We idled over 284 hours more this November than we did last November.

ii. Even with the snow day, where buses idled longer than normal, we still idled more than 100 hours longer this year.

4.4 Cost

i. Even when we idled less in the month of September, we still spent more due to the higher cost of fuel.

4.5 Summery / Expectations

i. Although we are all doing a much better job of watching our idling, there is still a lot more we can do.

ii. Please understand that idling your bus is not a convenience that any of us can afford to take advantage of. Everyone is allowed to idle their bus for 10 minutes a day, and that is when you are pre-tripping the bus.

iii. You are not to "warm-up" the bus or leave it idling because you have your own children on the bus. Remember that when you leave the bus, other than loading a wheel chair student, you must secure the bus and take the keys with you.

5. Trainers Using Buses
    5.1 Buses belong to TJA.
    5.2 Often times a trainer will use your assigned bus because it is available.
    5.3 Most of the time, you will have plenty of time to pre-trip your bus again if you come in at 1:45 pm.
    5.4 The trainers have been trying to put the pre-trip inspection books on the driver's seat in an effort to inform you that your bus has been used.
    5.5 Everyone should get in the habit of checking their pre-trip inspection books to make sure you are the last person to use the bus.
6. Communication / Proper Channels
    6.1 Please notify Penny or Collin if you have any requests or issues related to our department.
    6.2 Lately TJA administration has been receiving communication from schools saying that the driver or attendant told them to contact us for various requests, issues, or to make accommodations.
    6.3 We would like to ask that everyone do their part to ensure that we are aware of any requests or issues before we hear them from schools or parents, this way, we confidence knowing that our employees haven't made such requests.
7. Retro Pay / Bonuses
    7.1 Retro Pay will be on a separate paper check which will be issued on December 14, 2018.
    7.2 Qualified individuals who received, or were due to receive, an accident free bonus or attendance bonus will receive that modification on their regular December 14th paycheck (Direct Deposit for most).
    7.3 You are able to see your retro pay using Skyward and that information is available now. Keep in mind that if you received any banked hours, you will need to subtract that in order for the amount of hours to match up.
8. Holiday Luncheon
    8.1 TJA's Holiday Luncheon is on Friday December 21st from 10:45 am to 1:45 pm.
    8.2 Leach drivers are welcome to come in your buses, early before PM Routes, and park in South High School's parking lot as they do not have school this day.
    8.3 The meal is provided by Three Brothers, and items will include: turkey, mashed potatoes, gravy, stuffing, corn, cranberry sauce, rolls, and Dessert!
9. Other Information / Questions
    9.1 Please make sure that during loading and unloading times, you keep your radio on. You can accomplish this by having your key in the auxiliary position or turned forward (with engine off). We are aware that the newer radios do not turn on automatically and are working on some solutions. For now, please double check to make sure your radio is on every time you provide power to the bus.
    9.2 You must be on your bus when students are on board. There have been many cases where students are loading the bus in the afternoon and drivers are not at their buses. You should be in your seat and ready to load the students before they reach your door.
10. Thank you!

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Timothy Oppenhagen, Shop Foreman

Agenda

Transportation Joint Agreement: Advisory Board
Wednesday, March 6, 2019 @ 1:00 p.m.

1.0 Call to Order

2.0 Roll Call

3.0 Approval of Minutes of Previous Meeting

4.0 Correspondence

5.0 Citizen Input

6.0 Report from the Director
- 6.1 Financial Reports
- 6.2 Personnel
- 6.3 Fuel
- 6.4 Fuel Pump Repairs
- 6.5 Fuel Bid
- 6.6 Parking Lot Bid
- 6.7 ZPass Update
- 6.8 HB0040

7.0 Report from the Assistant Director
- 6.1 Crash Report
- 6.2 Worker's Compensation Report
- 6.3 Two-way Radios
- 6.4 Training/February Meeting

8.0 Executive Session for the Purpose of Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body 5ILCS 120//2(c)(1), Negotiating Matters 5 ILCS 120/2(c)(2), and Litigation 5ILCS 120/2(c)(11).

9.0 Any other matters that come before the board

10.0 Adjournment

Minutes of the TJA Advisory Committee

Wednesday, January 09, 2019

1. **Call to Order**: The meeting of the TJA Advisory Committee was called to order by Penny Fleming at 1:02pm. At the TJA Office, 1204 S. McHenry Ave, Crystal Lake, Illinois, 60014

2. **Roll Call**: Present, Mrs. Palsgrove, Mrs. Nelson, Mr. Secrest, and Mr. Davis. Absent: Mr. Fetzner

3. **Approval of Minutes**: Mrs. Palsgrove moved and was seconded by Mr. Davis to approve the regular session minutes from November 14, 2018 with a correction to the spelling of Mr. Secrest's name. Motion passed unanimously.

4. **Correspondence**: Mrs. Fleming presented the December edition of Bus Biz and a commendation letter received from a parent regarding a TJA driver.

5. **Citizen Input**: None

6. **Report from the Director**

6.1 Financial Reports – As of December 31, 2018, TJA's budget is at 45.9% of monies spent.

6.2 Personnel – Mrs. Fleming reports that TJA is still hiring. She also reports that drivers are leaving at about the same rate as ones are hired. There is still a national shortage of bus drivers and TJA is actively recruiting. A report was presented.

6.3 Fuel - Fuel consumption is at 90,018 gallons to date. A report was presented.

6.4 Middle School Pick-up/Drop-off Policy: Due to recent problems and state recommendations, Mrs. Fleming is requesting that TJA adopt a written policy to be in place for the beginning of the 2019/2020 school year that would require that all students may only get on and off the bus at their assigned stops. A note can be provided and signed by parent and school to allow for emergency changes.

6.5 School Bus Bids: The School Bus Bid Opening was scheduled on January 8, 2019. A summary of the bids by Midwest Bus Sales, Midwest Transit Equipment and Central States Bus Sales was presented. Midwest Transit Equipment was the lowest responsible bidder. The new busses will be equipped according to new a state regulation that requires buses 28ft in length or more and manufactured after January 1, 2019 to include a stop arm in the back of the bus in addition to the one already on the front of the bus. Midwest Transit Equipment bid also includes Stability Control to

help prevent rollovers. Total cost of 12 buses is $1,018,184.00 or $509,092.00 per district. Mrs. Fleming would like approval to present Midwest Transit Equipment as the lowest responsible bid at the School Board meeting in January for approval to be included in the 2019/2020 school year budget. Payment will be due upon delivery in early July 2019. Mrs. Nelson inquired about the cost of new radios and cameras. Mrs. Fleming stated that since TJA will be trading in 12 buses, TJA would remove the cameras and radios from those buses and re-use them in the new buses. Mrs. Palsgrove motioned to approve the presentation of Midwest Transit Equipment for approval at the January School Board Meeting, Mr. Davis 2nd the motion. The motion passed unanimously.

6.6 ALC – Supplemental Transportation: Mrs. Fleming reports the need for relief on some early childhood and special education bus routes. Some routes have 10-12 students and can be as long as 60-70 minutes for some students. TJA also utilizes an outside cab service to transport homeless children outside the district and single rider special education students. Mrs. Fleming reports that the outside cab service is near capacity. Mrs. Nelson and Mrs. Fleming met with ALC on December 13, 2018 to discuss how they may be able to help with TJA transportation needs. ALC specializes in special needs transportation. They are currently based in Indiana. With a minimum 5 route daily guarantee, ALC can establish an Illinois based location and possibly help TJA with the transport of small groups of special education students. Currently ALC uses wheel chair accessible vans and larger SUVs. They do not have school bus vehicles. More discussion is needed to evaluate if an outside transport service could transport the out-of-district students and free up TJA drivers for local routes. Mr. Secrest would like D155 representation at future meetings. Mrs. Fleming recommends that conversations with the driver's union be had before advancing too far. Mr. Secrest inquired about how an outside service could hire and keep staff any better than we could and suggested exploring a professional recruiting company to find and hire more drivers.

6.7 Festival of Lights Parade: Mrs. Fleming provided photos of TJA's annual bus decorating entry into the Festival of Lights Parade. This year the bus was designed and decorated as the Abominable Snow Man from the movie Rudolph the Red Nosed Reindeer. The bus was decorated by volunteer drivers and attendants. Volunteers also dressed up as movie characters and walked alongside the bus during the parade. The bus won the "Most Creative" trophy. This is TJAs eleventh trophy in 12 years of participation.

6.8 On Call Compensation: Mr. Secrest moved and was seconded by Mr. Davis to increase the dispatch on-call compensation to $200 per pay period for the months of August through May and for compensation to be $100 per pay period for the months

of June and July. Changes to go into effect as of January 1, 2019. The motion passed unanimously.

7. Report from the Assistant Director

7.1 Crash Report- TJA has experienced 5 preventable and 4 non-preventative crashes to date. A report was presented.

7.2 Workers Compensation Report – TJA has experienced zero work related injuries to date. A report was presented.

7.3 Idle Report: An idle report was presented. The impact of idle time was discussed with TJA drivers during the December meeting.

7.4 Training/December Meeting: TJA currently has 1 driver in training. At the December meeting we discussed items related to the upcoming winter break. We congratulated all volunteers that helped make this year's bus parade a success. The impact of idling was discussed and we pointed out the increase in fuel costs and how we can still improve. We also discussed several operational procedures and answered questions. A report was presented.

8. **TJA Audit**: Mrs. Nelson presented to the committee, copies of the Financial Statement and Communication Report Audit compiled by Baker Tilly for Fiscal Year End June 30, 2018. Mrs. Nelson reports that it was a good clean audit, as in previous years.

9. **Executive Session**: No Executive Session was called.

10. **Any other matters that come before the board**: No other matters discussed.

11. **Adjournment**: Mrs. Palsgrove moved, seconded by Mrs. Nelson to adjourn. All ayes, motioned carried at 2:16pm.

Submitted by: Kathy Emmel

CRYSTAL LAKE

Fleming, Penny <psfleming@d47.org>

Doug Rhodes

1 message

Emmel, Katherine <kemmel@d47.org> Fri, Feb 8, 2019 at 4:04 PM
To: Penny Fleming <psfleming@d47.org>

Penny,

I went to Country Donuts this morning and was asked by one of the employees if I was in charge at TJA. I told him no, but asked him if I could relay a message for him. We wanted you to give big kudos to Doug. Doug is the driver for his children's elementary route. He said Doug was the best driver they have ever had. Doug is always very nice, always safe and it is evident that he cares about all the kids he is in charge of. He also told me he completely trust Doug with the safety of his kids. He wanted to let someone know that he feels Doug goes above and beyond to do his job.

Kathy Emmel
Accounting and HR Processor

TJA Transportation Joint Agreement 155

School Districts 47 & 155
1204 S McHenry Ave
Crystal Lake, IL 60014

P - 815-455-0558 (x4) F - 815-459-9115

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Great Job Doug!
Thank You!
Penny

+ 2 Bonus Points for February

CRYSTAL LAKE

Fleming, Penny <psfleming@d47.org>

Field Trip to NIU in DeKalb

1 message

David Secrest <dsecrest325@hotmail.com> Thu, Feb 21, 2019 at 9:57 AM
To: Penny Fleming <psfleming@d47.org>
Cc: "awelder@d155.org" <awelder@d155.org>

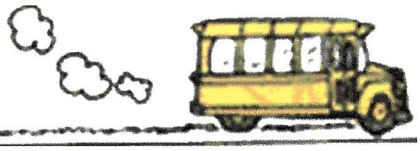
Good morning Penny,
Hope all is well with you and that you are having a good day/week.
Last Wednesday (2/13) I, along with three others, chaperoned a group of Central H.S. AVID students on a college visit to NIU in DeKalb. We left Central via TJA bus about 7:45am. It was a cold day and as we got out into the country it became very windy and the roads were in rough shape with drifting snow and ice. As our trip progressed we saw literally dozens of cars and trucks off the road in the ditch. I say all of this to recognize our driver Vivian. To say she was "cool, calm and collected" is an understatement and does not due her justice. She was the consumet professional and handled the drive as if it was routine. I know that the Central staff and the other chaperone totally appreciated how Vivian altered the planned route and very safely got us to Northern. Please let her know that four adults and twenty-three students were very grateful to have been in her capable hands that day.
Thanks, Dave Secrest

Well done Vivian!
Thank You!
Penny

+2 bonus points for February

Jan. 17, 2019

TJA BUS BIZ



Calendar : Jan. 18 – No School - D47 & D155
Jan. 21 – No School – D47 & D155 – MLK Day
Feb. 7 – Mandatory Meeting – 9:30 – Regular Ed Drivers
Feb. 8 – Mandatory Meeting – 9:30 – Special Ed Drivers/Attendants/Subs
Feb. 15 – D47 Half Day
Feb. 18 – No School – D47 & D155

Directors Corner

Penny Fleming

Putting Hours Back – Moving forward, TJA will not automatically put hours back into schedules at any time, without a form being submitted by the employee. This includes all days off regardless of if the office is open or not.

Sub Hours – Please note that Sub Hours have changed with the new contract and are as follows:

PERMANENT SUBSTITUTE BUS DRIVER - A.M. = 5:45 A.M. to 8:45 A.M.
P.M. = 1:45 P.M. to 4:30 P.M.

AVAILABLE SUBSTITUTE BUS DRIVER - A.M. = 5:45 A.M. to 8:45 A.M.
P.M. = 1:45 P.M. to 4:15 P.M.

PERMANENT SUBSTITUTE ATTENDANT - A.M. = 6:15 A.M. to 9:00 A.M.
P.M. = 1:30 P.M. to 4:15 P.M.

AVAILABLE SUBSTITUTE ATTENDANT - A.M. = 6:15 A.M. to 8:30 A.M.
P.M. = 1:30 P.M. to 3:45 P.M.

Subs are required to stay on the clock for the duration of the scheduled time. Subs may be given an assignment up until your clock out time, even if the assignment runs later than the scheduled time. This includes drivers who are subs for a portion of their scheduled routes such as those without an elementary route or high school route, etc. Please be sure to update your schedule with Kathy Emmel.

WANTED…. School Bus Drivers
Do you know someone who is looking for a great job? TJA has immediate openings for driver positions. See Kathy Emmel to learn more about the referral bonus!

Other Important Info……..

1. Leach Drivers: Please keep your cords in the bus when you unplug.
2. Spec Ed Drivers: Please allow enough space in front of the bus when parking to allow for the hood to be opened comfortably.
3. Spec Ed Drivers: Always call parents regarding route changes for both AM & PM routes.

SAFETY TIPS..... Collin McCormick

Winter is officially upon us. We often hear reminders about safety when driving or shoveling heavy snow, but simply walking in a winter wonderland poses its own set of risks. Keep these six tips in mind when you are out and about on foot during the cold weeks ahead.

1. Anticipate ice – Pavement that appears to be wet may actually be black ice. Approach it with caution. A drop in temperature of just a few degrees can cause melted ice/snow to refreeze, making surfaces particularly slick.
2. Keep your hands free – Having your hands in your pockets decreases your balance and prevents you from breaking your fall if you slip. In fact, extending your arms out to the sides can significantly improve balance. Be sure to wear gloves or mittens for warmth and keep those arms free!
3. Take slow, short steps – Take the time to plant your feet securely with each deliberate step. Grab onto a railing or other sturdy fixture for extra security.
4. Improve your center of gravity – Increase your stability by pointing your feet slightly outward and keeping your body weight directly over your feet as much as possible.
5. Wear proper footwear – Shoes with grooved rubber soles that allow the entire surface of the foot to come in contact with the ground are safest.
6. Land safely – If you do slip, try to avoid landing on your tailbone, which can be particularly painful and slow to heal. Falling onto a fleshy part of your body, such as your side, is best if you can control it.

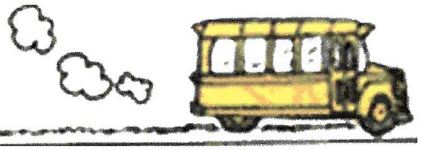
Tips for Winter Driving:

1. ACCEPT YOUR RESPONSIBILITY to do all in your power to drive without incident. It isn't the weather's fault if you have an accident. It is your job to be prepared for any situation which might arise while driving in winter conditions.
2. ADJUST YOUR SPEED TO CONDITIONS. Slow down on wet, snow-covered, or icy roads so you can stop in time if you have to. Watch for ice patches, especially in shaded areas, on bridges, and on overpasses. On compact snow reduce your speed by 1/3. On icy roads, don't be afraid to cut your speed by 1/2.
3. GET THE "FEEL" OF THE ROAD. If you are away from traffic, try the brakes occasionally while driving slowly. Find out just how slippery the road is and adjust your speed to the road and weather conditions. Never make sudden moves like slamming on the brakes or accelerator.
4. KEEP THE WINDSHIELD CLEAR OF SNOW, ICE, AND FOG. Be sure headlights, windshield wiper blades and defrosters are in top working condition. (This also means making sure nothing is blocking your heater/defroster vents.) You have to see danger to avoid it.
5. GENTLY APPLY YOUR BRAKES TO SLOW DOWN OR STOP. Slamming on the brakes can lock the wheels and throw you into a dangerous skid.
6. UNDERSTAND AND USE ABS CORRECTLY. ABS will increase your stopping distance on icy road conditions. Gently applying the brakes to the point just before the ABS is activated will reduce your stopping distance. If you feel ABS come on, press down hard on the pedal, look and steer where you want to go and don't let up on the pedal until you are out of danger.
7. FOLLOW AT A SAFE DISTANCE. Keep well back of the vehicle ahead of you in order to give yourself room to stop. Remember, without tire chains, it takes three to 12 times the amount of distance to stop on snow and ice as on dry concrete.
8. CRUISE CONTROL. Do not use cruise control where the roads might be slick. Cruise control can apply power suddenly or at the wrong time and cause a skid or make a small skid uncontrollable. If you have the cruise control on and think the road might be slick, use the hand operated controls to turn it off. Tapping the brakes can initiate a skid if the roads are slick.
9. REMEMBER, condensation on the pavement of bridges and over-passes freezes before the rest of the roadway.

Electronic News Letter: If you would like for your newsletter to be sent electronically instead of a paper copy, please send your request to me at psfleming@d47.org

Jan 31, 2019

TJA BUS BIZ



Calendar : Feb. 7 – Mandatory Meeting – 9:30 – Regular Ed Drivers
Feb. 8 – Mandatory Meeting – 9:30 – Special Ed Drivers/Attendants/Subs
Feb. 15 – D47 Half Day
Feb. 18 – No School – D47 & D155
Feb. 27 – D47 Early Release

Important Things to Remember……

Signing for Trips – Drivers must sign for their own trips. You may not sign for another driver.

Buses Going Home – Drivers who have mid-day routes, may request permission to take their buses home between shifts. Permission is granted on an individual basis and is determined by distances and times. Buses are not allowed to go home between routes during any shift. This has been happening frequently lately and is increasing on a daily basis. It must stop immediately. Under no circumstances are drivers to stop at their homes with their buses between routes.

Special Ed – Please remember that your stop arm must remain activated until all students are secured. This means that you cannot put your stop arm in to let traffic pass while you are hooking up a wheelchair or any other safety restraint system.

Please see Penny or Collin if you have any questions.

Directors Corner

Penny Fleming



The recent weather has made your job more difficult than usual, and each of you faced the challenge and did an exceptional job. In spite of the weather, the daily call out report has been much lighter than usual and you delivered the students to school and home safely. You are truly appreciated!

Now let's hope for warmer days ahead!





- ***Be willing to laugh at yourself. It will lighten everyone's attitude.***
- ***Note your successes and give yourself a pat on the back for each one.***
- ***Get in the habit of looking for things to be happy about.***

SAFETY TIPS..... Collin McCormick

Winter Walking Safety Tips

1. Walk cautiously – your arms help keep you balanced, so keep hands out of pockets & avoid carrying heavy loads that may set you off balance.
2. Watch your footing & take small steps – when you step on icy areas, take short, shuffling steps
3. Wear slip resistant boots or shoes – avoid walking in shoes that have smooth surfaces.



How to Handle a Skid

Slick surfaces exaggerate any movement. If you brake too hard or turn too hard or driver too fast, you can go into a skid.

If you start to skid:

1. Ease your foot off the accelerator.
2. Lightly tap the brakes to gradually slow down the school bus.
3. Take your foot off the brake & begin turning in the direction of the skid.
4. If you turn too far, the school bus may skid in the opposite direction.
5. Turn gently the other way, again in the direction of the skid.

Blessed Are Those

Blessed are those who stop and listen to my chatter. You may not understand me; but I love when people talk to me, for I long for companionship, too.

Blessed are those who take my hand and walk with me when the path is rough, for I easily stumble and grow weary. But thank you, too, for letting me walk alone when the path is smooth, for I must learn independence.

Blessed are those who take the time to tell me about special happenings, for unless you make special effort to inform me, I remain ignorant.

Blessed are those who wait for me. I may be slow, but I appreciate your patience.

Blessed are those who are not ashamed to be seen in public with me, for I did not choose to be born thus, it could have been you as well.

Blessed are those who do not pity me, for I don't want pity. All I want is understanding and respect for what I have learned as well.

Blessed are those who notice my accomplishments, small as they may seem to you. I must work long and hard to learn many of the things you take for granted.

Blessed are those who include me in their games, even though I may not understand the rules, I still like to be included in your activities.

Blessed are those who think of me as a person who loves, and hurts, and feels joy and pain just like you do, for in that respect I am normal.

Electronic News Letter: If you would like for your newsletter to be sent electronically instead of a paper copy, please send your request to me at psfleming@d47.org

School Districts 47 & 155 dba

Transportation
Joint
Agreement



1204 S McHenry Avenue
Crystal Lake, IL 60014
Office (815) 455-0558
Fax (815) 459-9115

Penny Fleming CDPT, Director of Transportation
Collin McCormick, Assistant Director of Transportation and Safety
Kathy Emmel, Accounting & HR Processor
Norma Urbina, Route Manager
Lisa Russo, Head Dispatcher
Yvonne Rhodes, Dispatcher
Michael Wiley, Transportation Specialist
Timothy Oppenhagen, Shop Foreman

TO: TJA Advisory Board
FR: Penny Fleming
RE: Report from the Director
DT: March 1, 2019

6.0 Report from the Director

6.1 Financial Reports: TJA's budget is at 51.89% of monies spent as of January 31, 2019.

6.2 Personnel: TJA is still hiring to fill open driving positions. Additionally, TJA is hiring Attendants in an attempt to increase Attendant positions by ten to fill all Early Childhood routes. Report attached.

6.3 Fuel: Fuel consumption is at 135,035 gallons to date. Report attached.

6.4 Fuel Pump Repairs: On Monday, February 25, 2019, the fuel pump was struck by a backing school bus. The pump was closed until it could be inspected later that evening. Accurate Tank inspected the pump and found it to be in safe working condition and opened the pump back up. We are currently waiting for a quote to repair the damages to the pump. Additionally, we are working on a back-up plan for fueling when problems such as this occur. Discussion

6.5 Fuel Bids: Bid attached.

6.6 Parking Lot Bids (driver's lot): Bid attached.

6.7 ZPass Update: The final arrangements and training were completed on Friday, March 1st. The pilot program is up and running and will begin on Monday, March 4th. Discussion

6.8 HB0040: Please see attached. Discussion

2018-2019

Account # & Name	Dist. #	January	Total		Budget 2018-2019	% of Budget	Account Total
41.2550.0111.00	47	4,000.65	30,252.71				
Salary - Director of Trans.	155	2,789.23	22,658.55	52,911.26	88,696.00	59.65%	$ 52,911.26
41.2550.0111.06 Salary	47	2,906.08	21,170.63				
Asst. Director/Safety Mngr	155	2,026.10	15,820.72	36,991.35	64,585.00	57.28%	$ 36,991.35
41.2550.0111.07	47	4,147.57	31,647.43				
Salary-Routing Manager &							
Transportation Spec.	155	2,891.66	23,762.95	55,410.38	89,225.00	62.10%	$ 55,410.38
41.2550.0111.09	47	1,987.88	13,570.64				
Salary - Admin. Assistant	155	1,385.94	10,316.18	23,886.82	46,688.00	51.16%	$ 23,886.82
41.2550.01118.10	47	2,569.15	23,760.39				
Salary -Head Dispatcher I	155	1,791.19	17,923.99	41,684.38	51,815.00	80.45%	$ 41,684.38
41.2550.0111.11	47	2,187.66	10,360.65				
Salary - Dispatcher II	155	1,525.22	7,625.64	17,986.29	49,533.00	36.31%	$ 17,986.29
41.2550.0212.00	47	1,906.58	14,964.93				
I.M.R.F. - Office	155	1,329.26	11,132.42	26,097.35	41,788.00	62.45%	$ 26,097.35
41.2550.0213.00	47	1,368.29	8,975.50				
F.I.C.A. - Office	155	953.96	6,663.05	15,638.55	24,214.00	64.58%	$ 15,638.55
41.2550.0214.00	47	320.03	2,099.15				
Medicare - Office	155	223.13	1,558.33	3,657.48	5,663.00	64.59%	$ 3,657.48
41.2550.0222.00	47	7,932.23	24,123.96				
Hospital Insurance - Office	155	5,530.29	17,800.43	41,924.39	65,500.00	64.01%	$ 41,924.39
41.2550.0310.00	47	5,254.87	38,848.34				
Professional	155	3,663.65	30,516.43	69,364.77	149,900.00	46.27%	$ 69,364.77
41.2550.0317.00	47	648.13	3,601.45				
Audit	155	451.87	2,698.55	6,300.00	8,400.00	75.00%	$ 6,300.00
41.2550.0318.00	47	772.59	1,970.67				
Legal	155	772.59	1,949.09	3,919.76	20,000.00	19.60%	$ 3,919.76
41.2550.0321.00	47	288.50	1,995.02				
Garbage/Extermination	155	201.14	1,492.88	3,487.90	5,000.00	69.76%	$ 3,487.90
41.2550.0323.00	47	1,423.24	32,250.33				
Repairs & Maintenance	155	992.27	25,905.99	58,156.32	50,000.00	116.31%	$ 58,156.32
41.2550.0325.00	47	6,208.08	21,549.94				
Leases	155	4,328.22	16,622.63	38,172.57	61,000.00	62.58%	$ 38,172.57
41.2550.0332.00	47	47.14	(66.04)				
Travel & Meeting	155	32.86	(7.17)	(73.21)	7,500.00	-0.98%	$ (73.21)
41.2550.0333.02	47	14,917.00	57,898.20				
Special Ed Cabs	155	5,535.00	27,928.80	85,827.00	60,000.00	143.05%	$ 85,827.00
41.2550.0234.00	47		-				
Health Ins Exchange	155		-		20,000.00	0.00%	$ -
41.2550.0341.00	47	1,344.04	6,404.94				
Telephone	155	937.06	4,737.26	11,142.20	30,200.00	36.89%	$ 11,142.20
41.2550.0342.00	47	146.24	1,430.87				
Postage	155	101.95	1,160.84	2,591.71	3,500.00	74.05%	$ 2,591.71
41.2550.0351.00	47	23.34	481.57				
Legal Notices	155	16.28	312.05		500.00	158.72%	$ 793.62
41.2550.0370.00	47	33.58	214.90				
Water & Sewer	155	23.41	156.26	371.16	800.00	46.40%	$ 371.16
41.2550.0382.00	47		1,049.85				
Unemploy. Compensation	155		996.15	2,046.00	10,000.00	20.46%	$ 2,046.00
41.2550.0410.00	47	429.65	4,435.54				
Supplies	155	299.55	3,807.06	8,242.60	10,000.00	82.43%	$ 8,242.60
41.2550.0465.00	47		178.56				
Heat	155		143.18	321.74	7,000.00	4.60%	$ 321.74

Account # & Name	Dist. #	January	Total		2018-2019	% of Budget	Account Total
41.2550.0466.00	47	30.88	145.80				
Electric	155	21.53	116.55		5,000.00	5.25%	$ 262.35
41.2550.0470.00	47		-				
Software	155		-		300.00	0.00%	$ -

2018-2019

Account # & Name	Dist. #	January	Total		Budget 2018-2019	% of Budget	Account Total
41.2550.0540.00	47		-				
Capital Outlay	155		-		-	#DIV/0!	$ -
41.2550.0640.00	47		249.48				
Dues & Fees	155		182.19	431.67	500.00	86.33%	$ 431.67
41.2550.0690.00	47	5,659.64	16,903.91				
Awards & Incentives	155	3,945.86	11,108.35	28,012.26	19,000.00	147.43%	$ 28,012.26
41.2550.0710.00	47		749.50				
Non-Capitalized Equip	155		749.50	1,499.00	10,000.00	14.99%	$ 1,499.00
41.2552.0111.01	47	93,779.94	673,332.35				
Operations Salaries	155	44,131.73	294,280.04	967,612.39	2,023,478.00	47.82%	$ 967,612.39
41.2552.0111.02	47	44,541.87	355,998.23				
Special Education Salaries	155	41,115.58	339,037.61	695,035.84	1,798,936.00	38.64%	$ 695,035.84
41.2552.0111.47	47	1,860.99	26,804.62				
Field Trip Salaries			-	26,804.62	74,922.00	35.78%	$ 26,804.62
41.2552.0111.55			-				
Field Trip Salaries	155	21,078.21	135,342.81	135,342.81	276,267.00	48.99%	$ 135,342.81
41.2552.0111.04	47	540.17	18,903.15				
Field Trip - Other Salaries	155	376.61	13,660.66	32,563.81	36,000.00	90.46%	$ 32,563.81
41.2552.0111.05	47	1,001.02	24,183.56				
Driver Training	155	697.91	19,530.95	43,714.51	70,000.00	62.45%	$ 43,714.51
41.2552.0212.00	47	12,323.49	118,959.90				
I.M.R.F. - Drivers/Attend	155	8,591.84	87,301.50	206,261.40	450,500.00	45.78%	$ 206,261.40
41.2552.0213.00	47	8,931.42	71,995.64				
F.I.C.A. - Drivers/Attendants	155	6,226.92	52,770.98	124,766.62	261,000.00	47.80%	$ 124,766.62
41.2552.0214.00	47	2,088.80	16,837.90				
Medicare - Drivers/Attendant	155	1,456.29	12,341.75	29,179.65	61,100.00	47.76%	$ 29,179.65
41.2552.0222.00	47	71.51	44,003.36				
HRA - Drivers	155	49.85	36,325.93	80,329.29	380,000.00	21.14%	$ 80,329.29
41.2552.0240.00	47	874.97	7,446.55				
Operations - Physical	155	610.03	5,957.50	13,404.05	26,000.00	51.55%	$ 13,404.05
41.2552.0310.00	47		-				
Professional	155		-	-	2,000.00	0.00%	$ -
41.2552.0323.00	47	(1,473.02)	(4,518.62)				
Repairs & Maintenance	155	(1,026.98)	(3,263.52)		8,500.00	-91.55%	$ (7,782.14)
41.2552.0381.00 Insurance	47	30,438.51	180,020.38				
Bus, Fire & Liability	155	21,221.49	125,067.62	305,088.00	481,100.00	63.41%	$ 305,088.00
41.2552.0410.00	47	1,402.36	8,886.11				
Operations Supplies	155	977.72	6,842.36	15,728.47	18,000.00	87.38%	$ 15,728.47
41.2552.0410.02	47		176.43				
Special Ed Equip	155		134.51		9,000.00	3.45%	$ 310.94
41.2552.0410.03	47		-				
Field Trip Expenses	155		-		500.00	0.00%	$ -
41.2552.0410.04	47		-				
Field Trip Expenses - Other	155		-		-	0.00%	$ -
41.2552.0464.00	47	30,605.20	153,579.53				
Gas & Oil	155	21,337.70	115,575.75	269,155.28	871,000.00	30.90%	$ 269,155.28
41.2552.0540.00	47		507,938.00				
Purchase - New Bus/Radios	155		507,938.00	1,015,876.00	1,007,276.00	100.85%	$ 1,015,876.00
41.2552.0710.00	47		-				
Non-Capitalized Equip	155		-	-		#DIV/0!	$ -

Account # & Name	Dist. #	January	Total		2018-2019	% of Budget	Account Total
41.2554.0118.00	47	9,217.20	66,043.84				
Maintenance Salaries	155	6,426.16	49,295.66	115,339.50	214,760.00	53.71%	$ 115,339.50
41.2554.0212.00	47	797.29	6,826.63				
I.M.R.F. - Mechanics	155	555.87	5,104.34	11,930.97	23,000.00	51.87%	$ 11,930.97
41.2554.0213.00	47	542.88	3,577.18				
F.I.C.A. - Mechanics	155	378.50	2,661.92	6,239.10	13,316.00	46.85%	$ 6,239.10
41.2554.0214.00	47	126.97	836.56				

2018-2019

Account # & Name	Dist. #	January	Total		Budget 2018-2019	% of Budget	Account Total
Medicare - Mechanics	155	88.53	622.54	1,459.10	3,115.00	46.84%	$ 1,459.10
41.2554.0222.00	47	1,963.18	11,239.35				
Hospital Insurance - Mech	155	1,368.72	8,279.27	19,518.62	33,800.00	57.75%	$ 19,518.62
41.2554.0323.00	47	11,546.17	45,484.92				
Repairs & Maintenance	155	8,049.90	35,123.66	80,608.58	100,000.00	80.61%	$ 80,608.58
41.2554.0339.00	47	396.54	2,925.25				
Permits/Licences/Inspections	155	276.46	2,135.75	5,061.00	10,000.00	50.61%	$ 5,061.00
41.2554.0410.00	47	14,370.29	53,565.48				
Maintenance Supplies	155	10,018.85	41,285.38	94,850.86	260,000.00	36.48%	$ 94,850.86
41.2554.0540.00	47	3,927.42	3,927.42				
Capital Outlay	155	3,927.42	3,927.42	7,854.84	40,000.00	19.64%	$ 7,854.84
41.2554.0710.00	47		29,352.01				
Non-Capitalized Equip	155		29,351.99	58,704.00	60,000.00	97.84%	$ 58,704.00
Total		$ 576,132.74	$ 4,992,015.78		$ 9,619,877.00	51.89%	$ 4,992,015.78

Sub Total District 47	336,428.21	2,798,795.05	$ 4,627,861.22
Sub Total District 155	239,704.53	2,191,721.73	
Other Field Trip Billed			
Total District 47	(540.17)	(18,903.15)	
Total District 155	(376.61)	(13,660.66)	
Total District 47	335,888.04	2,779,891.90	
Total District 155	239,327.92	2,178,061.07	
Total Dist. 47 (% of Total)	58.39%	56.07%	
Total Dist.155 (% of Total)	41.61%	43.90%	

Drivers / Attendants Lost for School Year 2018/2019

Driver	Last Day	Reason for Leaving	Hire Date
* SEVEN (7) DRIVERS RETIRED OR RESIGNED IN MAY & JUNE 2018			
XXXXXXXXXX	07/30/18	Another job	08/29/88
XXXXXXXXXX	08/03/18	Moved out of State	07/12/12
XXXXXXXXXX	08/16/18	Retired	06/01/99
XXXXXXXXXX	08/27/18	Quit - job too stressful	07/10/18
XXXXXXXXXX	08/27/18	Failed State Required Testing	08/15/18
XXXXXXXXXX	09/12/18	Quit during training	08/20/18
XXXXXXXXXX	10/02/18	Quit after several safety issues	08/20/18
XXXXXXXXXX	10/22/18	Failed Drug Test	08/29/14
XXXXXXXXXX	11/13/18	Quit -personnal family issues	09/28/12
XXXXXXXXXX	11/16/18	Quit - full time job w/more pay	06/12/13
XXXXXXXXXX	11/27/18	Quit - physical restrictions - was in training	10/10/18
XXXXXXXXXX	12/11/18	Never returned after WC release	02/21/02
XXXXXXXXXX	12/31/18	Retired	07/09/14
XXXXXXXXXX	12/21/18	Quit - took another job	02/04/15
XXXXXXXXXX	01/07/19	Retired	06/11/15
XXXXXXXXXX	01/11/19	Quit - going to flight school	06/07/18
XXXXXXXXXX	01/14/19	Quit during training	01/07/19
XXXXXXXXXX		Termination Pending-Poor Attendance	02/11/19
Attendant			
XXXXXXXXXX	08/02/18	Quit - family reasons	10/02/00
XXXXXXXXXX	08/03/18	Became a driver	07/17/15
XXXXXXXXXX	08/20/18	Became a driver	02/15/18
XXXXXXXXXX	12/11/18	Never returned after WC release	03/17/08
XXXXXXXXXX		Termination Pending - Failed Drug Test	11/27/17

Drivers / Attendants Gained for School Year 2017/2018

Drivers	Hire Date	
* ONE DRIVER HIRED IN JUNE 2018		
XXXXXXXXXX	07/10/18	
XXXXXXXXXX	08/01/18	
XXXXXXXXXX	08/03/18	
XXXXXXXXXX	08/15/18	
XXXXXXXXXX	08/15/18	
XXXXXXXXXX	08/20/18	
XXXXXXXXXX	08/20/18	
XXXXXXXXXX	08/20/18	
XXXXXXXXXX	09/18/18	
XXXXXXXXXX	09/18/18	
XXXXXXXXXX	09/25/18	
XXXXXXXXXX	10/09/18	
XXXXXXXXXX	10/09/18	
XXXXXXXXXX	10/10/18	
XXXXXXXXXX	10/14/18	
XXXXXXXXXX	11/26/18	

XXXXXXXXXX	01/07/19		
XXXXXXXXXX	02/11/19		
XXXXXXXXXX	02/11/19	Retured after retiring - PM shift only	
Attendants			
XXXXXXXXXX	08/13/18		
XXXXXXXXXX	08/15/18		

TJA Fuel Prices
2018/2019

Date	Unit Price	Taxes	# gals	Total Price per Gallon	Total for Drop
8/6/2018	$2.1988	0.2291	7,501	$2.4279	$18,211.98
8/24/2018	$2.2241	0.2291	7,500	$2.4532	$18,399.30
9/5/2018	$2.3123	0.2291	7,507	$2.5414	$19,078.60
9/13/2018	$2.3048	0.2291	7,000	$2.5339	$17,737.58
9/22/2018	$2.2707	0.2291	7,503	$2.4998	$18,756.30
10/2/2018	$2.4642	0.2291	7,507	$2.6933	$20,218.91
10/11/2018	$2.4449	0.2291	7,489	$2.6740	$20,025.90
10/19/2018	$2.3477	0.2291	7,502	$2.5768	$19,331.46
10/30/2018	$2.3341	0.2291	7,504	$2.5632	$19,234.55
11/8/2018	$2.2504	0.2291	7,505	$2.4795	$18,608.96
11/16/2018	$2.2049	0.2291	7,501	$2.4340	$18,257.73
12/3/2018	$1.8872	0.2291	7,506	$2.1163	$15,885.25
12/11/2018	$1.7645	0.2291	7,501	$1.9936	$14,954.29
12/20/2018	$1.3183	0.2291	8,000	$1.5474	$12,657.84
1/12/2019	$1.6133	0.2291	7,502	$1.8424	$13,805.94
1/23/2019	$1.8754	0.2291	7,500	$2.1045	$14,065.50
2/4/2019	$1.9642	0.2291	7,503	$2.1933	$16,440.57
2/13/2019	$1.9453	0.2291	7,504	$2.1744	$16,300.93
To Date			**135,035**		**$311,971.59**
Total					
2017/2018	**232,719**				
2016/2017	232,206				
2015/2016	238,968				
2014/2015	238,211				
2013/2014	260,148				
2012/2013	247,601				
2011/2012	244,365				

School Districts 47 & 155 dba

Transportation
Joint
Agreement



1204 S McHenry Avenue
Crystal Lake, IL 60014
Office (815) 455-0558
Fax (815) 459-9115

Penny Fleming CDPT, Director of Transportation
Collin McCormick, Assistant Director of Transportation and Safety
Kathy Emmel, Accounting & HR Processer
Norma Urbina, Route Manager
Lisa Russo, Head Dispatcher
Yvonne Rhodes, Dispatcher
Michael Wiley, Transportation Specialist
Timothy Oppenhagen, Shop Foreman

April 1, 2019

Vendor:
School Districts 47 & 155 dba Transportation Joint Agreement is requesting bids for #2 Ultra Low Sulfur and #2 Low Sulfur Diesel fuel to begin July 1, 2019. Bid is to include bid for a period July 1, 2019 thru June 30, 2020 and an additional bid for a period July 1, 2020 thru June 30, 2021. School District 47& 155 dba Transportation Joint Agreement reserves the right to extend this contract past the posted date, giving 90 notice, with a negotiated price. The #2 Ultra Low Sulfur and #2 Low Sulfur diesel fuel is to be delivered to tanks located at 1204 South McHenry Avenue, Crystal Lake, Illinois 60014-7495. One load is to be a transport truck full (approximately 7500 gallons). Estimated usage over the course of the bid period is approximately two hundred forty thousand (240,000) gallons.

The #2 Ultra low Sulfur and #2 Low Sulfur Diesel fuel must be mixed with a sufficient amount of #1 diesel fuel in the winter months to prevent any gelling of fuel (normally a 70% #2 and 30% #1 mix plus additive). The TJA Shop Foreman will determine on what date the fuel mix is to change by notifying the winning vender by phone. Delivery of fuel needs to be within 12 hours of order being placed, throughout the school year. School Districts 47 & 155 dba Transportation Joint Agreement is exempt from State of Illinois sales tax and/or Federal excise taxes. Appropriate tax information will be supplied to winning vendor.

Please submit your bid by 10:00 am April 30, 2019. The bid is to be mailed, "expressed" or delivered in person to the Department of Transportation, School Districts 47 & 155 dba Transportation Joint Agreement, 1204 South McHenry Avenue, Crystal Lake, Illinois 60014-7495. **NO FAX'D BIDS WILL BE ACCEPTED.** Please mark your envelope "Diesel Fuel Bid" in the lower left-hand corner. Any bids received late will not be considered. All bids must be sealed by sender. The Boards of Education, School Districts 47 & 155, reserve the right to accept and/or reject any and/or all bids.

Bidder is a public school district which is obligated, by law, to comply with affirmative action and non-discrimination policies and regulations prescribed by law and the Illinois Department of Human Rights. As a Bidder, you hereby certify that your business, corporation, firm or entity refrains from discrimination based upon citizenship, race, national origin or sex. Further, that Bidder is an equal opportunity employer as prescribed by the Department and that you make available to all employees information promulgated to employers, as may be applicable, from the Department. Further, Bidder certifies that it has and maintains a written sexual harassment policy which includes the illegality of such conduct; a definition-description and examples as promulgated by the Department; an internal complaint process with advice as to legal recourse and investigation procedures; a policy of protection from retaliation against a complainant; and, information is made available to all employees describing how and when to contact the Department. Violation of any portion hereof is a basis for disqualification or avoidance of any bid or contract.

☞ Further, winning vendor agrees to include a current copy of the "Oil Price Information Service (OPIS)/Chicago/Average" trade publication that supports vendor's per gallon price with every invoice or statement sent to the Department of Transportation.

Sincerely,

Penny Fleming, Director of Transportation

BID PROPOSAL SHEET

The undersigned propose to furnish all supplies, materials, labor and incidentals specified for the below listed price.

It is understood that payment for the fuel will be made following School Board approval at a regular business session following delivery and invoicing of fuel.

It is understood that the Boards of Education, School Districts 47 & 155, reserve the right to accept and/or reject any and/or all bids.

It is further understood that the prices contained herein will remain valid for a period of not less than forty-five (45) calendar days.

School Districts 47 & 155 dba Transportation Joint Agreement maintains the right to, at any time convert to fixed pricing. School Districts 47 & 155 dba Transportation Joint Agreement may decide not to convert to firm pricing during the contract, may decide to convert the remaining volume, or may decide to convert a portion or portions of the volume to firm throughout the contract. Fixed pricing would be on a monthly or multi-monthly basis with a differential (over the respective NYMEX months) that is mutually agreed upon between School Districts 47 & 155 dba Transportation Joint Agreement and the successful vendor.

Bid must be made on this form only.

July 1, 2019 thru June 30, 2020 BID

Fuel	Unit Price Factor Per Gallon*
#2 Ultra Low Sulfur & #2 Low Sulfur	+ $_____ or - $_____

July 1, 2020 thru June 30, 2021 BID

Fuel	Unit Price Factor Per Gallon*
#2 Ultra Low Sulfur & #2 Low Sulfur	+ $_____ or - $_____

* Unit price factor per gallon plus (+) or minus (-) the OPIS/Chicago/Average as published.

IMPORTANT: Bidders must bid Unit Price Factor only. Include delivery, winter additive package and other per gallon charges. No taxes are to be included in the Unit Price Factor.

BID PROPOSAL SHEET continued

TAXES:

A. It is understood that the Department of Transportation must pay a per gallon tax of $0.2150 Illinois Motor Fuel Tax for diesel, $0.003 Illinois Underground Storage Tank Tax and $0.008 environmental impact fee, Federal Oil Spill Tax of $0.00214, Federal DSL Lust tax of $0.001 (total taxes = $0.22914 per gallon).

B. FEDERAL EXCISE TAX (F.E.T.): It will be the responsibility of the vendor to pay the F.E.T. on all fuel purchases and apply for a refund on same. The Department of Transportation will not accept any invoices containing F.E.T.

BID SUBMITTED BY:

NAME:
(Print)_____ NAME:
(Signed)_____

Title: _____

Company:_____

Address:_____

City/State/Zip:_____

Telephone:(___) ___ – ___ Fax:(___) ___ –

E-mail:_____

School Districts 47 & 155 dba

Transportation
Joint
Agreement



1204 S McHenry Avenue
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Kathy Emmel, Accounting & HR Processor
Norma Urbina, Route Manager
Lisa Russo, Head Dispatcher
Yvonne Rhodes, Dispatcher
Michael Wiley, Transportation Specialist
Timothy Oppenhagen, Shop Foreman

March 7, 2019

Vendor:

School Districts 47 & 155 dba Transportation Joint Agreement is requesting bids to crackfill, repair portions of, seal coat, and stripe the Department of Transportation Employee Parking Lot. The lot is located at 1204 McHenry Avenue, Crystal Lake, Illinois 60014.

School Districts 47 & 155 dba Transportation Joint Agreement is exempt from State of Illinois sales tax and/or Federal excise taxes.

There will be a mandatory walk thru March 19, 2019 at 9:30 am. Vendors must attend this meeting to have their bid accepted.

Please submit your bid by 10:00 am on April 18, 2019. The bid is to be mailed, "expressed" or delivered in person to the Department of Transportation, School Districts 47 & 155 dba Transportation Joint Agreement, 1204 South McHenry Avenue, Crystal Lake, Illinois 60014-7495. **NO FAX'D BIDS WILL BE ACCEPTED.** Please mark your envelope "Parking Lot Bid" in the lower left-hand corner. Any bids received late will not be considered. All bids must be sealed by sender. The Boards of Education, School Districts 47 & 155, reserve the right to accept and/or reject any and/or all bids.

Bidder is a public school district which is obligated, by law, to comply with affirmative action and non-discrimination policies and regulations prescribed by law and the Illinois Department of Human Rights (Department). As a Bidder, you hereby certify that your business, corporation, firm or entity refrains from discrimination based upon citizenship, race, national origin or sex. Further, that Bidder is an equal opportunity employer as prescribed by the Department and that you make available to all employees information promulgated to employers, as may be applicable, from the Department. Further, Bidder certifies that it has and maintains a written sexual harassment policy which includes the illegality of such conduct; a definition-description and examples as promulgated by the Department; an internal complaint process with advice as to legal recourse and investigation procedures; a policy of protection from retaliation against a complainant; and, information is made available to all employees describing how and when to contact the Department. Violation of any portion hereof is a basis for disqualification or avoidance of any bid or contract.

Penny S Fleming, CDPT
Director of Transportation

BID PROPOSAL SHEET

PREVAILING WAGE / CERTIFIED PAYROLL REQUIREMENTS

The contractor is required to comply with all provisions of the acts of the General Assembly of the State of Illinois related to Wage Rates, Discrimination and Preference to Illinois workmen. Contractor must pay prevailing wage to all employees during the course of this project. Prevailing wage shall be as scheduled by county for which the work is contracted. Please refer to the current McHenry County Prevailing Wage requirements and labor class definitions.

Please note it is the full responsibility of the contractor to understand and comply with the prevailing wage labor grade pay scales and requirements.

Certified Payrolls must correspond and accompany invoices in order to process payments. Failure to provide this information will warrant retention of payments for services rendered until such information is supplied to the district.

The undersigned propose to furnish all supplies, materials, labor and incidentals specified for the below listed price.

It is understood that payment for lot repair will be made following School Board approval at a regular business session following completion.

It is understood that the Boards of Education, School Districts 47 & 155, reserve the right to accept and/or reject any and/or all bids.

It is further understood that the prices contained herein will remain valid for a period of not less than forty-five (45) calendar days.

Bid must be made on this form only.

1. Crack Fill Specifications:
   * Route existing cracks greater than ¼" to a width and depth of ½".
   * Routing equipment will have the ability to cut flat vertical faces on each side of crack wall.
     - Cracks will be filled with hot rubberized crack sealant, which shall meet or exceed federal specifications of AASHTO M 173 and ASTM D 3405.
     - Filled cracks will be relieved of excess sealant, which extends approximately 1" on each side of the filled crack.
     - Apply coat of silica sand or black slag to crack filler as necessary in traffic areas.

   Bid for Crack Fill:_____
2. Seal Coating: 2 coats, coal tar application
   Bid for Seal Coating:_____
3. Asphalt repair: As presented during mandatory walk through
   Bid for Asphalt Repair:_____
4. Striping of pre-existing painted areas (to include cross walk from the DOT LOT to main lot)
   Bid for Striping:_____

Total Bid Price _____

BID PROPOSAL SHEET continued

Time Frame: All work must be completed after July 1, 2019 but prior to August 1, 2019.
_____(initials)

BID SUBMITTED BY:

NAME:
(print)_____ NAME:
(signed)_____

Title:_____

Company:_____

Address:_____

City/State/Zip:_____

Telephone:(___) ____–_____Fax:(___) ____–_____e-mail:_____

Bills & Resolutions
Compiled Statutes
Public Acts
Legislative Reports
IL Constitution
Legislative Guide
Legislative Glossary

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Search Tips

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Bill Status of HB0040 *101st General Assembly*

Full Text Votes Witness Slips View All Actions Printer-Friendly Version

Short Description: SCH CD-FREE TRANSPORTATION

House Sponsors
Rep. Mary E. Flowers

Hearings
Elementary & Secondary Education: Administration, Licensing & Charter School Hearing Mar 6 2019 2:30PM Capitol Building Room 115 Springfield, IL

Last Action

Date	Chamber	Action
1/29/2019	House	Assigned to Elementary & Secondary Education: Administration, Licensing & Charter School

Statutes Amended In Order of Appearance

105 ILCS 5/29-3 from Ch. 122, par. 29-3

Synopsis As Introduced
Amends the School Code. Provides that notwithstanding any other provision of law to the contrary, beginning with the 2019-2020 school year, each school board must provide free transportation to and from the assigned public school in the school district for any pupil who possesses a valid school identification card issued by that school. Makes legislative findings. Effective July 1, 2019.

Actions

Date	Chamber	Action
11/30/2018	House	Prefiled with Clerk by Rep. Mary E. Flowers
1/9/2019	**House**	**First Reading**
1/9/2019	House	Referred to Rules Committee
1/29/2019	**House**	**Assigned to Elementary & Secondary Education: Administration, Licensing & Charter School**

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School Districts 47 & 155 dba
Transportation
Joint
Agreement



1204 S McHenry Avenue
Crystal Lake, IL 60014
Office (815) 455-0558
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Lisa Russo, Head Dispatcher
Yvonne Rhodes, Dispatcher
Michael Wiley, Transportation Specialist
Timothy Oppenhagen, Shop Foreman

TO: TJA Advisory Board
FR: Collin McCormick
RE: Report from the Assistant Director
DT: March 1, 2019

7.0 Report from the Assistant Director

7.1 Crash Report: TJA has experienced 9 preventable and 5 non-preventable crashes to date. See attached report.

7.2 Workers Compensation Report: TJA has experienced 2 work related injuries to date. See attached report.

7.3 2-Way Radios: In an effort to improve communications and safety for our students and staff, we have reached out to *A Beep, LLC* to inquire about new radio technology. We received 4 radios in order to test the capabilities and to see if the technology would work for our operation. The radios use the same technology as cellular phones and provides nationwide coverage. See attached handouts and quote.

7.4 Training/February Meeting: TJA currently has 2 Drivers in training and 3 Attendants in training. At the February Mandatory Meeting we discussed several items related to the upcoming spring season as well as some safety related items. We also spoke about ways to assist in keeping the transportation comments on our route sheets up to date. We presented some important changes that occurred as a result of the new contract between the CLTU and the TJA, and finished with some questions. See attached documents.

Preventable Crash

Date	Vehicle #	Students (Y/N)	Description
9/19/2018	283	Y	Whlie traveling southbound on N Brentwood Dr near the intersection of Moterey Dr in Crystal Lake, IL the driver struck a mailbox. No damage to the bus, the mailbox is beyond repair, and no injuries.
10/29/2018	380	N	Whie traceling northbound on Adams St in the city of Lake in the Hills, IL, the bus rubbed up agains a piece of construction equipment that was parked on the street. The driver was unaware the contact had been made until the following morning when there was better visibility. No injuries, bus has been scratched. No reported damage on construction equipment.
10/30/2018	287	Y	While traveling westbound on Ames Rd near the intersection of IL-Route 31 in Crystal Lake, IL, the driver rubbed up against a stop sign while attempting to make a right hand turn. The driver was unaware that contact had been made until the vehicle was inspected after the trip. No injuries, no damage to the stop sign, and a minor scratch on the bus.
10/31/2018	343	Y	While traveling southbound on Wildflower Ln near the intersection of Ceresia Dr in Crystal Lake, IL, the driver rubbed up against a parked lanscaping vehicle. The driver was unaware that contact had been made until the Crystal Lake Police Department contacted transportation. No injuries and minor paint transfer to both vehicles.
1/8/2019	303	Y	While traveling Northbound on Burton Trail at the intersection of IL-Route 176 in Crystal Lake, IL, the driver hit a stop sign while attempting to make a right hand turn. No injuries, no damage to the stop sing, and a window was broken on the school bus.
1/14/2019	335	Y	While attempting to avoid an oncoming vehicle in the parking lot of the Crystal Chatteau complex in Crystal Lake, IL, The driver struck the front right mirror on a ladder that was hanging off the back of a parked service truck. No injuries, and no damage to the bus or other vehicle.
2/27/2019	367	Y	While making a left turn onto southbound Huntley Rd at the intersection of Lake Ave in Crystal Lake, IL, the bus struck a vehicle travelling northbound. No injuries, moderate damage to the bus, and minor damage to the other vehicle.

Preventable Crash TJA Lot

Date	Vehicle #	Students (Y/N)	Description
8/20/2018	367	N	After positioning the bus in its parking stall, the driver failed to set the parking brake, resulting in the bus rolling into the fence.
2/25/2019	313	N	While backing out of the parking stall, the driver hit the left rear bumper on the fuel pump. Moderate damage to the bus and fuel pump and no injuries.

Non - Preventable Crash

Date	Vehicle #	Students (Y/N)	Description
8/23/2018	252	N	While waiting at a stop light on McHenry Ave at the intersection of Barlina Rd in Crystal Lake, IL, the bus was struck in the rear by another vehicle. No damage to the bus, minor damage to the other vehicle, and no injuries.
8/31/2018	355	Y	While unloading a student, facing westbound near the intersection of Elmhurst St in Crystal Lake, IL, another vehicle went to pass the bus and ended up striking the left rear of the bus. No injuries, minor scratches to the bus, and moderate damage to the other vehicle.
9/21/2018	356	Y	The bus was stopped, facing eastbound on IL Route 176 near the intersection Knaack Blvd in Crystal Lake, IL when another vehicle struck the bus from behind. No damage to either vehicle and no injuries.
10/22/2018	369	N	While traveling eastbound on Aberdeen Dr near the intersection of Canterbury drive in Crystal Lake, IL, a vehicle backed out of their driveway and struck the right front of the bus. No injuries, moderate damage to the bus, and major damage to the other vehicle.
2/25/2019	377	Y	While traveling eastbound on Village Rd at the intersection of Kennsington Ln in Crystal Lake, IL, a vehicle encroached into the intersection and struck the right rear tire of the bus with the front left bumper of their vehicle. No injuries, no damage to the bus, and minor scratches to the other vehicle.

Worker's Compensation

Date	Lost Time? Y/N		Return to work	Restrictions	Return Full Duty	Description
1/14/2019	Y		1/31/2019	None	1/31/2019	While walking from the bus to the back door, the driver claims that she slipped and fell on ice which caused pain in her left knee and left wrist.
2/12/2019	Y		2/19/2019	None	2/19/2019	While walking to the front of the bus, the driver claims that she tripped on the wheel chair tie-down and when she caught herself, it caused pain in her left arm.

WORKER'S COMPENSATION

School Year	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Year Total	Still Open
2018/2019	0	0	0	0	0	0	1	1	0	0	0	0	2	2
2017/2018	0	0	0	2	1	0	0	2	0	1	1	0	7	4
2016/2017	0	1	2	2	2	0	2	1	0	1	2	0	13	5
2015/2016	0	0	2	0	0	1	1	0	0	0	0		4	0
2014/2015	0	0	2	0	3	0	3	1	0	2	1	0	12	0
2013/2014	0	0	0	1	2	3	0	3	2	1	0	0	12	2
2012/2013	0	0	1	3	0	0	1	3	2	2	0	1	13	0
2011/2012	0	0	1	1	0	1	0	2	0	0	0	0	5	0
2010/2011	0	0	1	0	2	1	1	0	0	1	2	1	9	0

Total Claims Remaining Open	13

CRASHES

	Jul		Aug		Sep		Oct		Nov		Dec		Jan		Feb		Mar		Apr		May		Jun		TOTALS		
School Year	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Preventable	Non - Preventable	Total Annual Crashes
2018/2019	0	0	1	2	1	1	3	1	0	0	0	0	2	0	2	1	0	0	0	0	0	0	0	0	9	5	14
2017/2018	0	0	0	0	4	2	1	1	3	1	1	2	0	0	4	1	2	1	2	5	3	1	0	2	20	16	36
2016/2017	0	0	2	1	3	2	2	1	2	3	1	1	2	2	2	1	0	0	2	0	3	1	0	0	19	12	31
2015/2016	0	0	1	1	4	5	5	0	0	2	1	0	2	0	2	0	3	0	1	0	2	0	0	0	21	8	29
2014/2015	1	0	0	0	0	0	3	2	1	1	1	0	3	4	0	0	1	2	2	2	1	2	0	0	13	13	26
2013/2014	0	0	0	0	0	0	2	2	3	1	0	2	0	0	2	2	1	2	1	1	0	1	0	0	9	11	20
2012/2013	0	0	0	0	1	3	5	1	1	0	2	0	3	1	2	1	1	2	2	1	0	0	0	0	17	9	26
2011/2012	0	0	3	1	4	3	1	0	0	1	0	1	3	2	4	1	1	0	0	1	1	0	0	0	17	10	27
Total/Month	1		9		31		26		19		12		22		22		16		20		15		2				

Diga-Talk®

A Beep LLC

452 N. CHICAGO ST. • JOLIET, IL 60432 • Fax (815) 740-1357 • (815) 740-1780 • www.diga-talk.com

PROPOSAL FOR SERVICES

For:

School Districts 47 & 155

By:

A Beep, LLC

Martin Savino

Proposal Date:

2/21/2019

February 21, 2019

For: School Districts 47 & 155, Crystal Lake, IL; Collin McCormick

Subject: **Diga-Talk Plus** Push to Talk Digital Radio Network Proposal

Collin,

Thank you for your interest in **Diga-Talk Plus**, A Beep LLC's Premier all-digital, Push to Talk National Communications Network. Our secure wide area system provides for seamless, U.S. DOT in-vehicle use compliant automatic roaming, and eliminates unproductive, costly, non-essential communications.

DIGITAL SIGNAL – Greater calling capacity, enhanced, clear voice quality, reduced background noises, higher-quality coverage, and the availability of software applications, such as **inexpensive GPS tracking** make a big difference, with two-way digital technology.

FEATURES – Advanced features, such as Dynamic Group creation, handset Call Recording/Playback, SOS, shortcut buttons, integrated LED, GEO-fencing, and breadcrumb trails make Diga-Talk Plus your best choice for business communications.

COVERAGE – The Diga-Talk Plus coverage area is national. Approximate coverage map is included as an attachment (a) to this proposal.

MANAGING YOUR MONTHLY EXPENSE – We do offer ways to help control your communications costs, including leasing, volume discounts, and pre-paid airtime. Services can be customized for seasonal applications for a small fee.

TRADE-IN PROGRAM – A Beep, LLC can purchase or re-sell, at our discretion, working outdated analog two-way radio units. Many of our customers have used this benefit as a way to help reduce start-up expenses.

Please review pricing models below, and let's discuss your options.

Diga-Talk Plus Equipment and Service - pricing with 12 month service contract:

Quantity	Description	Unit Price	Extended Price	
133	DTP 8750 Mobile Radio Kit	$239.00	$31,787.00	
5	DTP9650 Portable LTE 4G Radio Kit	$189.00	$945.00	
0	DTP8900 Mobile Radio Kit	$269.00	$	
4	DTP 9750 Portable LTE 4G Radio Kit	$239.00	$956.00	
1	Dispatch/GPS Software for PC	$250.00	$250.00	
146	Initial Activation and Programming	$20.00	$2,920.00	
	Equipment		**$33,938.00**	
142	Monthly Airtime - Unlimited National Digital Coverage	$23.00		$3,266.00
0	Monthly Unlimited National Airtime w/GPS	$29.00		$
4	Unlimited Dispatch (on PC) with full GPS Feature Set	$23.00		$92.00
	Monthly Airtime			**$3,358.00**

SEASONAL ACTIVATIONS – Diga-Talk Plus radios can be **de-activated** during the season they are not being used, saving money on airtime.

A Beep, LLC can provide training when the new radios are installed/delivered to ensure all of your end users are comfortable with the operation of the radio system. Webinars are also available to cover Diga-Talk Plus GPS/Dispatch Console software features and operation. Our goal is to ensure you have a great experience with **Diga-Talk Plus**, the best solution for taking control of your business!

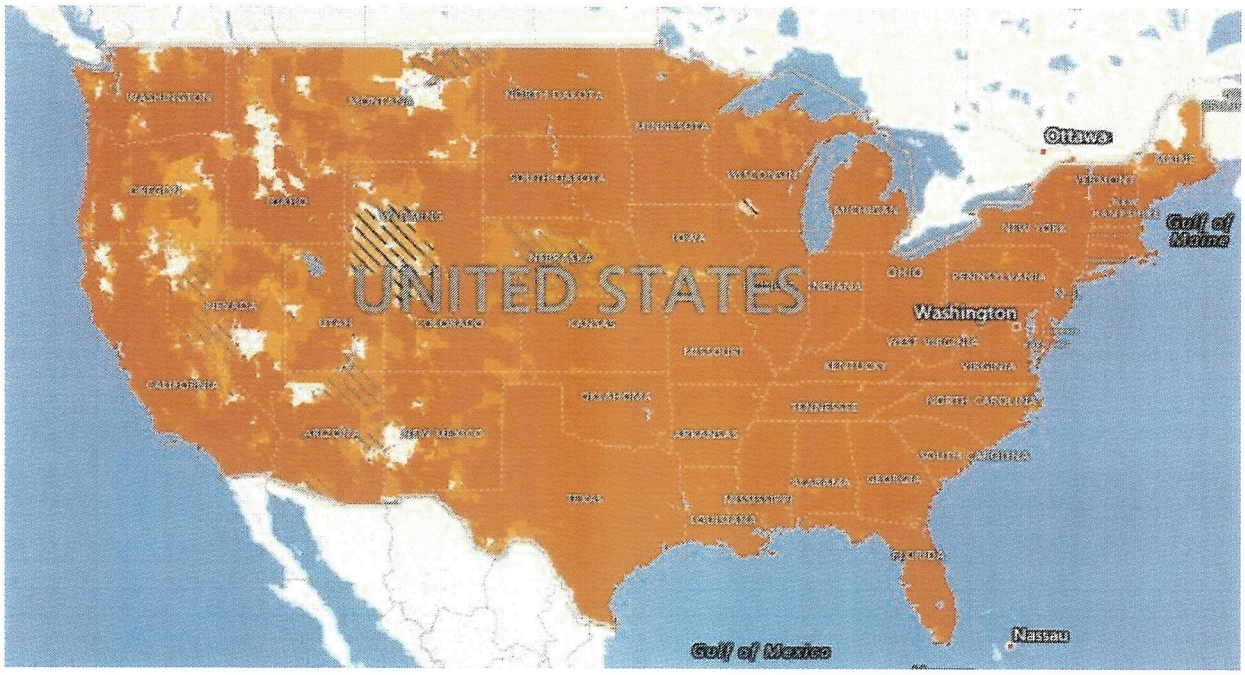
Please contact me with any questions.

Sincerely,

Marty Savino
National Account Manager
A Beep, LLC
Office: 815-740-1780x220
Mobile: 815-341-9631
Facsimile: 815-740-1357

*Pricing is good for 30 days from this Proposal Date. Sales tax not included in proposal. Discounts available for quarterly and annual pre-payment of airtime, and for quantity purchases.

Attachment (a):



DIGA-TALK+

THE WAY COMMUNICATION SHOULD BE

Why Diga-Talk+?

- Diga-Talk+ is an all-digital wide area two-way radio network built for business. Engineered for reliability, Diga-Talk+ provides seamless automatic roaming for a clear and secure connection anyone or everyone, all at the push of a button.
- With the ever-expanding network coverage area throughout Illinois, Indiana, Wisconsin and soon the County, the fleet will have plenty of room to communicate with digital clarity.

So why should we use Diga-Talk+?

Here are a few reasons why Diga-Talk+ works for us…

- US DOT and state compliant – avoid fines for cell phone usage by employees.
- Keep communications strictly business – stop paying for personal calls.
- *A-Beep will buy our old analog radios – Trade in and trade up!*
- Exceptional voice quality and security – Experience digital clarity and hear what you've been missing.
- A-Beep will custom tailor a solution to fit our business, operation and budget.
- Start saving money – this is the best part. A-Beep saves us money through streamlines, cost-saving solutions.

Other great Diga-Talk+ Advantages and Benefits…

- Low monthly rates for unlimited airtime.
- Low-cost leasing option available when we bundle equipment and airtime.
- Unlimited group and direct calls
- Coverage for Chicagoland, Midwest and beyond.
- No equipment contract required.

Nationwide Two-Way Push-To-Talk Communication

- One system providing connectivity nationwide. Reliable and dependable service where standard radios fail. No radio base station needed.
- Providing 4G LTE Secured Nationwide Coverage with no cables or antenna installation. Just push to talk. That simple!

Diga-Talk+ PC Dispatch Console Software

- The PC Dispatch Console Software provides you a look at your mobile workforce activity. You can communicate and monitor individual or tem activities as well as take care or emergency SOS notifications.

Diga-Talk+ PTT App

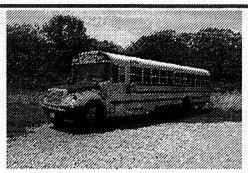
- It's like running the PC Dispatch Console on you iOS or Android smartphone or tablet with Push-To-Talk functionality and access to *GPS Mapping (optional)*.

Diga-Talk+ Interop Box

- Diga-Talk+ Interoperability Box enables the connection between traditional LMR 2-Way Radio and Diga-Talk+ 4G LTE Nationwide Push-To-Talk PoC Network. Extend the coverage and availability by integrating LMR and PTT, allowing for more users to connect instantly.
- *Ability to migrate over time?* No.

School Districts 47 & 155 dba

Transportation Joint Agreement



1204 S McHenry Avenue
Crystal Lake, IL 60014
Office (815) 455-0558
Fax (815) 459-9115

Penny Fleming CDPT, Director of Transportation
Collin McCormick, Assistant Director of Transportation
Kathy Emmel, Accounting & HR Processor
Norma Urbina, Route Manager
Lisa Russo, Head Dispatcher
Yvonne Rhodes, Dispatcher
Michael Wiley, Transportation Specialist
Timothy Oppenhagen, Shop Foreman

MANDATORY DRIVER / ATTENDANT MEETING

THURSDAY, FEBRUARY 7, 2018 @ 9:30 am
FRIDAY, FEBRUARY 8, 2018 @ 9:30 am

AGENDA

Welcome!

1. Wait to Start
2. Parking Lot Safety
   - 2.1 Speed Limit
   - 2.2 Safety Vests
3. Dispatch News
   - 3.1 Radios
   - 3.2 Fuel
   - 3.3 Spring Sports
   - 3.4 Time Clock
   - 3.5 Leach Extension Cords
4. Routing News
   - 4.1 Safety Restraint Systems
   - 4.2 Notes/Transportation Comments/Medical Data
5. Contract Highlights
6. Other Business
7. Thank you!

Mandatory Meetings: Refer to page 11 of the TJA Driver/Attendant Handbook. Please remember – Children are not allowed at TJA meetings.

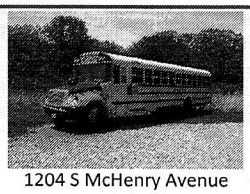
If you cannot attend this meeting, please complete the following and return it to Penny or Collin.

Name: _____

Reason for non-attendance: _____

_____

School Districts 47 & 155 dba
Transportation Joint Agreement



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MANDATORY DRIVER / ATTENDANT MEETING

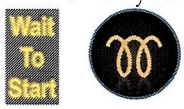
THURSDAY, FEBRUARY 7, 2018 @ 9:30 am
FRIDAY, FEBRUARY 8, 2018 @ 9:30 am

MEETING MINUTES

Welcome!

1. **Wait to Start**

   1.1 You will see one of these 2 indicators when you turn your key to the "on" position (engine not running)



   1.2 The industry recommends cycling your ignition twice. Example below…

   i. Turn the key forward to the "on" position,

   ii. Wait for the light to go off,

   iii. Turn the key to the "off" position,

   iv. Turn the key to the "on" position,

   v. Wait for the light to go off, and

   vi. Then start the engine.

   1.3 **ALWAYS** wait to start the engine until the light turns off. If you don't, you are likely going to create more emission issues and you will gradually kill the batteries which will make it impossible to start.

2. **Parking Lot Safety**

   2.1 Speed Limit

   i. Please remember that the speed limit in the TJA lot is 5 MPH.

   ii. Remember that there are employee's children in the parking lot and high school students will occasionally walk through the lot as well.

   2.2 Safety Vests

   i. Safety vest violations have increased this year.

   ii. Remember that you are required, per the TJA Driver/Attendant Handbook, to wear your safety vest.

   iii. The Handbook states: "All employees must wear a reflective safety vest (as the manufacturer intended) while on school property, TJA property and Leach property."

3. **Dispatch News**

   3.1 Radios - Drivers, please make sure that your radios are turned ON and volume is UP. Heaters are running on high and students can be loud, but with some of the critical weather we've been having, dispatch needs to be able to communicate with you and there might be important information that is put over the radio.

   3.2 Fuel - Drivers, please make sure that if your fuel level is at 1/2 a tank, you are making the time, and taking the time, to fuel. With the colder weather our mechanics will be running buses so we need to make sure the fuel level is at 1/2 a tank or above.

   3.3 Spring Sports - Drivers and attendant's, our spring sport's season is just around the corner, please remember that in order to accommodate all routes and field trips, dispatch will have to move drivers and attendants around to make sure that we can make routes run efficiently and on time. This is temporary and we appreciate everyone's cooperation during spring season.

   3.4 Time Clock - If you forget to punch in or out, remember that you can always leave a note on the ESS app with Kathy.

   3.5 Leach Extension Cords - Leach drivers, don't forget to take your extension cords with you. Unplug them and put them in your buses while you are running routes so that no one takes your extension cord and you have it at the end of the day.

4. **Routing News**

   4.1 Safety Restraint Systems - Drivers and Attendants need to follow the procedure on Car-Seats/Pro-tech notes. When your route sheet says "Car-Seat" it means an actual car-seat. This is a stipulation on the student's IEP so it is very important that you abide by these notes. If you fell that the student is too big for a car-seat, you can write an incident report, and when the school receives the report they will have the school nurse check the student's height and weight and get back to us.

   4.2 Notes/Transportation Comments - Notes, Transportation Comments, and Medical Data in our routing system is entered upon the student's registration and just before their first day of attendance. Keep in mind that things change. It could be next week, next month, or even mid-year to the week before school is over. If you are not 100% sure, but you notice a schedule change, ask Norma and she will find out. You must direct the parent to call TJA if you are told that the students will not be riding on certain days. It is your responsibility to update our office so that we can update the route sheets for the substitute file.

   4.3 Medical Data - If you notice a student having certain type of behaviors, moods and/or health changes and nothing is written on your route sheet, come to one of us to check this out! Unfortunately we are the last to know but we won't know for sure if we don't ask. Answers are a phone call or an email away!

5. **Contract Highlights –** Contract changes were presented in the meeting. Please review the Contract for additional information. The acknowledgement forms are to be turned in to Kathy by Friday, February 15, 2019.

6. **Other Business**

7. **Thank You!**