





## TRANSPORTATION 8 – Contract School Bus Service

Date: June 16, 2009 Revised: May 13, 2014 Responsible Administrator: Manager, Transportation Services

- 3.4.1 Provided the names of three (3) references who have been contacted, attesting to the general good character of the applicant and the applicant's ability to operate a business and provide service as a school bus contractor.
- 3.4.2 Provided a driver's abstract for the proposed regular and spare drivers of the school bus to be used to fulfill the contract requirements.
- 3.4.3 Agreed to provide a school bus with a model year not in excess of eight (8) years of age.
- 3.5 When all the previously listed conditions are equally met by two (2) or more applicants, the school bus contract shall be awarded to the applicant who, in the opinion of the interview committee, is best suited to provide the service required for the current contract school bus opportunity.
- 3.6 When the Manager of Transportation Services determines that the Board has an excess amount of school bus fleet capacity under contract, he/she shall make a recommendation to the Superintendent for the termination of school bus contracts.
- 3.7 Once the Superintendent has accepted the recommendation, the Manager of Transportation Services, shall communicate the recommendation to the Transportation Committee of the Board.
  - 3.7.1 The following criteria will be considered by the Manager of Transportation Services in making a decision as to which school bus or contract(s) should be recommended for termination:
    - 3.7.1.1 Relative level of past service:
      - 3.7.1.1.1 reliability of equipment
      - 3.7.1.1.2 attitude and cooperation of contractor and driver
      - 3.7.1.1.3 number of legitimate recorded complaints
      - 3.7.1.1.4 punctuality
    - 3.7.1.2 The proximity of existing contractors to available routes and their willingness to relocate as required.
    - 3.7.1.3 Age of contracted school bus.
    - 3.7.1.4 Where a reasonable recommendation for the termination of a contract(s) cannot be achieved using the above criteria, the contract(s) with the least tenure with the Board shall be recommended for termination.
- 3.8 The holder of a contract that has been terminated in accordance with criteria outlined in this administrative practice may appeal the termination of contract to the Board of Trustees. Application to appeal must be reviewed within ten (10) days of the Notice of Termination.

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References: *Board Policy: 1/6 Selection of School Bus Contractors*  
*1/7 Reduction in Contract School Bus Fleet*  
*Board Regulation Transportation 1 Contract School Bus Service*