

CENTRAL FULTON SCHOOL DISTRICT

SECTION: OPERATIONS

TITLE: TRANSFER OF
TRANSPORTATION ROUTE/
ROUTES

ADOPTED: February 12, 2002

REVISED:

<p>1. Guidelines</p>	<p style="text-align: center;">810.3. TRANSFER OF TRANSPORTATION ROUTE/ROUTES</p> <p>When an existing Contractor wishes to terminate his/her transportation contract with the district, a termination letter must be submitted to the Transportation Coordinator or the Superintendent. Normally, the termination letter is due by June 30th of the present contract year. Health emergencies and other special circumstances will certainly be taken into consideration by the Board. A Contractor may request the Board to transfer the route/routes to the following people:</p> <ol style="list-style-type: none"> 1. Legal spouse and/or business partner who has co-signed the present contract will automatically be granted the route/routes. This contract will be treated as an existing contract. 2. Family members, i.e. legal spouses, sons, and daughters, who can prove they have been actively involved in said bus route business and are deemed qualified to continue to uphold the contract, will be given first preference. This contract will be treated as an existing contract. 3. A Contractor may request an "exception" from the Board to include grandchildren, other relatives, or a non-relative. The case to be made is why a non-relative should be given the bus route, i.e. A bus driver who has been a loyal employee for many years. The Board reserves the sole right to grant the exception. This contract will be treated as a new contract. 4. In none of the above cases will be transferred contract value exceed the original contract value at the time of transfer. <p>If the Contractor does not present a transfer request under the above mentioned provisions, then the bus route/routes are declared "OPEN" and the Board will solicit bids for the OPEN route/routes. At the time of bidding, bidders will be provided with the following:</p> <ol style="list-style-type: none"> 1. Routine Specifications. 2. Vehicle Specifications.
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3. Contract Specifications.
4. Bidding Procedure.
5. Bid Form.
 - a. Successful bidder will operate for a period of one year at the bid rate. At the end of the first year, the contractor's services will be evaluated, and if deemed satisfactory, the contractor will receive an annual adjustment based on the Transportation Cost Index factor.
 - b. Successful bidder must be able to meet specifications required for Act 34 Criminal History Background Check Clearance and Act 151 Child Abuse Clearance.

Once a route/routes are awarded to a qualified contractor, as determined by the Board, the route/routes will remain with that contractor until:

1. The Contractor wants to retire, becomes deceased, or voluntarily requests to give up the route.
2. The Contractor becomes unqualified, i.e. poor health, legal infractions, etc.
3. The route is eliminated due to declining student enrollment, combining with another route.
4. Any other reason as deemed necessary and appropriate by the Board.

Should declining enrollment necessitate eliminating a bus contract, all contracts will be reviewed to ensure effective and efficient transportation of students at the lowest cost to the district by eliminating the most recently transferred contract. If there is a need to eliminate additional contracts, this will be done based on the most recently transferred contracts.

The district will continue to negotiate with individuals (parents, etc.) where it does not warrant establishing a route for private school and special district transportation.

New Routes

When the Transportation Coordinator/Superintendent/Board after practical and fiscal consideration has determined a need to establish a new route that cannot be made an extension of an existing route, this route will be declared "OPEN" and will be bid.

Four-year Old Kindergarten Routes

1. Four-year old kindergarten routes change from year to year due to the location of students. Transportation is available for all four-year olds attending the four-year old kindergarten program and living within the 135 square miles of the district.
2. When an existing K-4 contractor wishes to terminate his/her transportation contract with the district, a termination letter must be submitted to the Transportation Coordinator or the Superintendent. Normally, the termination letter is due by June 30th of the present contract year. Health emergencies and other special circumstances will certainly be taken into consideration by the Board. A contractor may request the Board to transfer the route/routes to the following people:
 - a. Legal spouse and/or business partner who has co-signed the present contract will automatically be granted the route/routes. This contract will be treated as an existing contract.
 - b. Family members, i.e. legal spouses, sons, and daughters, who can prove they have been actively involved in said bus route business and are deemed qualified to continue to uphold the contract, will be given first preference. This contract will be treated as an existing contract.
 - c. A Contractor may request an "exception" from the Board to include grandchildren, other relatives, or a non-relative. The case to be made is why a non-relative should be given the bus route, i.e. A bus driver who has been a loyal employee for many years. The Board reserves the sole right to grant the exception. This contract will be treated as a new contract.
 - d. In none of the above cases will the transferred contract value exceed the original contract value at the time of transfer.

If the Coordinator does not present a transfer request under the above mentioned provisions, then the bus route/routes are declared "OPEN" and the Board will solicit bids for the OPEN route/routes. The same bidding process used for the establishment of the four-year old kindergarten routes will be used to award the OPEN route.

Once a route/routes are awarded to a qualified Contractor, as determined by the Board, route/routes will remain with that contractor until:

1. The Contractor wants to retire, becomes deceased, or voluntarily chooses to give up route.

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2. The Contractor becomes unqualified, i.e. poor health, legal infractions, etc.
3. The route is eliminated due to declining student enrollment, combining with another route.
4. Any other reason as deemed necessary and appropriate by the Board.

If K-4 routes need to be eliminated due to declining enrollment, this will be done in reverse numerical order with 030 being the first one considered for possible elimination, followed by 029, 028, 027, 026 and 025. The last contract eliminated will be the first contract reestablished.