

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE BOARD OF FINANCE

The Board of Finance held a special meeting on Monday, February 22, 2016 in the Council Chambers at the Municipal Center, 3 Primrose Street, Newtown, CT. Chairman James Gaston called the meeting to order at 7:30pm.

Present: Kelley Johnson, Sandy Roussas, Aaron Carlson, James Gaston, Mark Boland, John Godin

Also Present: First Selectman Pat Llodra, Director of Finance Robert Tait, Superintendent Dr. Erardi, BOE Business Director Ron Bienkowski, Keith Alexander, Park & Rec Director Amy Mangold, Assistant Park & Rec Director Carl Samuelson, Public Works Director Fred Hurley, Police Chief James Viadero, Brian Budd, Joel Faxon, and 12 members of the public

VOTER COMMENT: None

COMMUNICATIONS: Mr. Gaston received answers to questions asked by the BOF from the BOE (Attachment A).

MINUTES – Mr. Godin moved to approve the minutes from the 2/18/16 special meeting. Ms. Johnson seconded, motion unanimously approved.

FIRST SELECTMANS REPORT – Mrs. Llodra presented information regarding SRO (School Recourse Officer) and SSO's (School Security Officers) (Attachment B). There are 9 SSO and 2 SRO, they are shared costs and there is no intention to separate the cost, we are in this together.

FINANCE DIRECTOR REPORT – None

UNFINISHED BUSINESS

Board of Selectman 2016-2017 Proposed Budget – Police Chief Viadero, Police Commissioners Faxon and Budd answered questions regarding the proposed Police budget. They explained that the majority of the increases are salary increases, pension contributions and medical insurance.

Police vehicles are on a 3 year replacement schedule. Four years ago they adopted the policy to revolve 3 cars each year. What happened in the 10 years prior, some years they were not purchasing any vehicles and others would be 5 which caused a lot of stress in budgeting. The trade in amount per vehicle in the budget is \$1000. It was questioned if that is an accurate number. Mrs. Llodra explained that if a vehicle has 100,000 miles the motor has double that because they are running almost 24 hours a day.

Mr. Tait explained that asset forfeiture is a revenue fund. Mr. Tait will present a review of the 100 funds at a future meeting. Asset forfeiture is very specific on what you can spend it on.

Ms. Johnson questioned technology with regards to storage. She asked what was going to be stored on the servers at the Police Department and questioned if using the cloud with higher security would be more cost effective. Chief Viedero explained that there are state mandates as to how items are stored and welcomed the board to come for a tour of their technology infrastructure. Ms. Roussas articulated that the cloud is not more vulnerable than a hard wired server for cyber-attacks and encouraged them to explore the option.

Mr. Gaston questioned Contractual Services-Traffic Engineering/consulting for \$15,000. Prior years they have not come close to that expenditure but last year they it was over \$18,000. Mrs. Llodra explained that the actual line item is contractual services and those are examples of what is in that line item.

Parks & Recreation Director Amy Mangold, Assistant Parks & Recreation Director Carl Samuelson and Parks & Recreation Chairman Ed Marks answered questions concerning their budget. They explained that there are two area's that they focus on, staffing and capital spending. Outside of the salaries and benefits, capital spending was increased. (Attachment C). Historically, capital spending was $\frac{1}{2}$ or $\frac{2}{3}$ of their spending, capital spending now pales in comparison as it did a decade ago.

Lawn maintenance is bid out every 5 years and includes FFH and the lawn maintenance of the schools but not the fields.

Mr. Carlson asked if declining enrollment plays any roll in use of the fields. Mr. Marks explained that there is a trend over the last 10 years, regardless of enrollment, intensity of the programs is going up. When the intensity of use goes up, it requires more maintenance.

Director of Public Works answered regarding the Public Works budget. Mr. Gaston questioned paving on Route 34. Mr. Hurley explained that that refers to the gas line that was put in for Sandy Hook School. The state may require them to do an overlay. An Overlay refers to the top 1 $\frac{1}{2}$ " riding layer. Full paving is 3 $\frac{1}{2}$ ", 2" is the base and then a 1 $\frac{1}{2}$ " top layer.

Mr. Hurley explained that diesel and heating fuel are currently out to bid. Results will be in at the end of the week. The numbers used in the budget are the current bid prices. When new unit costs are solidified, the line items will revised.

We do purchase energy along with the BOE. Natural gas; there is no benefit going to third party. Electricity; we are under contract through December 2016. The big news is that they have some major supply changes coming up. If we can get our solar field up at the former landfill, that will be 1 mega watt that can be used at municipal buildings.

Ms. Roussas asked when was the last Transfer Station fee increase? Hurley explained that there has been a minor increase for administration. The cost of the sticker pays for the municipal solid waste. Other items at the Transfer Station have other costs or are part of recycling. Ms. Roussas asked if they should be considering an increase in the fee to help defray the staff costs? Mr. Hurley explained that we have 3 staff that perform various duties. When we closed the landfill in 1994, all they wanted to do is re-coop the direct cost from the homeowners getting rid of their

garbage. Ms. Johnson questioned that we are paying teachers \$46,000 and the Transfer Station Attendants are being paid \$58,000. Mr. Hurley explained that they are union positions, they are licensed Transfer Station Operators and hold a CDL. They may be called in for snow plowing as well. There has to be someone manning the office, there is a loader operator, and someone available for the residents. Personnel is also needed for the recycling, electronics, metal, organics and much more.

Mr. Boland asked what other areas at the Transfer Station are profit centers. Mr. Hurley explained that Metal is a profit center. The only other thing they charge for brush over 3” and construction and demolition, but there are costs to the town for items..

Mrs. Llodra articulated that there is a significant contribution to private roads and it is growing each year because they pose a public safety concerns. Incrementally, Lakeview Terrace, will be brought into the town road system as will Edgelake Drive. The private road associations are no longer active so the town is taking over.

Margo Hall, Chair of the Edmond Town Hall Board of Mangers was asked to come and speak to the BOF. Mr. Boland articulated that the contribution to Edmond Town Hall is increasing by \$45,000. Have you done anything to reduce expenses and have you done anything to improve revenue. Mrs. Hall replied that they are working hard at that. They are planning on having a session to develop a business plan for the building. They are renting space almost to the max.

Board of Education 2016-2017 Proposed Budget – Superintendent Dr, Erardi, BOE Business Manager Ron Bienkowski and BOE Chairman Keith Alexander were present for questions. Mr. Godin questioned the \$700,000 technology budget. Historically it has been around \$550,000. In a time that we have contractual increases, this may not be the right time to increase the line item. He sees a \$200,000 reduction possible. Dr. Erardi explained that the struggle is obsolesce. They are trying to move to a 6 year obsolesce. Nearly all of technology in Monroe will be moving to the new Sandy Hook School. It is not all new technology. Dr. Erardi articulated that if there is a \$200,000 reduction in the BOE budget he would not recommend it be taken from technology.

Mr. Boland questioned the bus situation. Excluding the high school, rider ship is 73% to 75% using last year census. There is a big gap with the buses we have contracted and the real number of utilization. There are 15 buses that the rides are less than 35 minutes. Mr. Boland suggested making those routes a 35 minute ride. This could equate to a \$80,000 savings. It is a way of reducing expenses and keeping funding in school rooms. He would like to see the BOE to committee to reduce the number of buses. Dr. Erardi articulated that the piece that can't be forgotten is travel time. We can eliminate buses but the ride time could become an hour. Last year they reduced the fleet by 2 buses. We provide buses to every child but when you come to school there is a traffic jam. They need to look it with the worst case scenario and all of the students are ridding the busses. You can put more kids on the bus and increase the ride time but you would have to spread out the times of the tiers. There are issues, if you want to come up with a plan, they will be willing to listen to the plan.

Staffing reconciliation (Attachment D); There is additional staffing needs but they have balanced that with not hiring in other positions.

Mr. Godin questioned the projection for natural gas. Reed and Sandy Hook Schools are estimated for the same usage. Reed is twice the size of Sandy Hook. Mr. Alexander explained that it is a lower square footage but it has a different shape. The BOE will come back with clarification to that answer.

Self-Funded Health Insurance – The BOE is asking for a 10% increase. The reason for the increase is primarily due to claims. The trend for medical inflation runs 6 to 8%. Last year we had good experience so they reduced the appropriation. Another factor was that they put the dental insurance with the medial insurance. In 14/15 there was a separate line item for the dental but they are now combined.

VOTER COMMENT – None

ANNOUNCEMENTS – On 2/29/16 there will be a special meeting. On the agenda will be a special appropriation for the Community Center. The Board of Selectman will be having a meeting at 6:30pm, prior to the BOF meeting on the same topic. Mrs. Llodra asked that BOF members come to the BOS meeting and listen to the presentation so that when they meet at 7:30pm, they will have the information they need for the resolution.

Having no further business, the meeting was adjourned at 10:41pm

Respectfully Submitted,
Arlene Miles, Clerk

Attachment A

Board of Finance Questions February 16, 2016

1. **Can I get a tour / meet & greet at the Central Office? I would like to understand more about all of the responsibilities of the individuals for my own education of what I am approving for Central Office.**

Jim, we are not quite sure who is making the request; however, our office would welcome the opportunity for any member of the Board of Finance to better understand staffing and job descriptions.

2. **Pat mentioned that the Education budget has contingency in the building budgets. Can someone provide me with:**

A) what is in the contingency in 2016 (type of spend and cost)?

The Board of Education does not have a contingency in the building budgets. What it has is an emergency repair allowance for each of its locations. Each elementary school along with Reed have a \$20,000 amount, the middle school and high school have a \$50,000 amount. There is a general allowance of \$15,000 for expenses associated with the maintenance shop and warehouse. The total for this emergency repair account has been \$215,000 over the past several budget cycles. The account is used for repairs that require immediate attention within the Board of Education's 996,000 square feet of space. The history has been that the budgeted amount has been exceeded in the last several budget years as indicated by the chart below. Items that are paid for out of these accounts include: broken glass, lock and alarm repairs, water leaks, roof leaks, PA system and clock repairs, backstop repairs, elevator repairs, door repairs, bathroom facility repairs, electric duct heater repairs, circulating pump repairs, heating and cooling system repairs, rebuild motors, water line breaks outdoors including excavation repair and repaving, door handle repairs, bleacher and playground repairs, valve replacements, moveable wall repairs, sump pumps, snake out drain clogs, fire panels, emergency lights, boiler repairs, broken cables and electrical outlets.

These types of repairs represent that which would be expected with facilities of the Board of Education's size and usage. It is not a contingency in the sense that such would be for unexpected or unanticipated repairs. These are always expected.

To call this a contingency would be the same as calling the snow removal and treatment budget a contingency in the Highway budget.

In addition to the building emergency funds within the operational plan, please note the two additional attachments which speaks to an end-of-year fund balance. See attachments regarding May 12, 2014 Board of Finance minutes and CT State Statute Sec. 10-248a. Unexpended education funds account.

B) what is the 3 year history of expenditures covered by this contingency (type of spend and cost)?

See attachment "Emergency Repair Costs by Location"

3. Is the All-Star contract public and how do I access it?

Yes, it is public and is attached to this document.

4. Can we get a report from All-Star on a per bus basis that includes ridership %, average bus ride time for a student, and max bus ride times for students?

The attached ridership was just completed in February 2016 is attached for your purview. All information requested is on the attachment.

5. Are there any safety risks that were removed from the Principal requests (for example I saw on the report - Hawley sidewalk. Is that a safety risk)?

Per Gino Faiella, Director of Operations, the Hawley sidewalk is not a safety issue and will be patched to mitigate any safety concerns. There are no other risks.

6. What is the formula for the Education Cost Per Pupil?

See attachment "Calculations for NET Current Expenditure Per Pupil"

7. If provided with an additional \$100,000, what would the District actually utilize it for?

Because of the timeliness to respond to these questions, this answer represents only the Superintendent's opinion but could be shared with the Board of Education in the immediate future. The \$100,000 expenditure would be used to reinstate the drug and alcohol counselor (approximately \$45,000) and the remaining \$55,000 is to be imbedded into needed technology throughout the district.

8. How do we determine that we will have additional outplacements in 16-17?

The budget presently is constructed around what we know for student placement that may go through change as this year comes to a close; however, it is the practice in the district to budget for what we know when information is sent forward from the Superintendent. The proposed plan is in place in December of each school year. We are able to project and adjust dollars for students who will be completing their education in our district and for students who will be entering our district through our child find program.

9. Can you provide the below statistics relating to Special Education:

A. # of Special Education students each of the past 5 years

B. # of Out-of-District students each of the past 5 years

C. Total Out-of-District Cost each of the past 5 years

D. Additional Placements cost each of the past 5 years

E. Mediated Agreements cost each of the past 5 years –

See attachment “Special Education Statistics”

10. How many gasoline gallons were used for SPED vans in our actuals of 2015-2016?

We own one SPED van used for our high school special education transition students and to date the following has taken place with fuel usage. For the first quarter, 31 gallons were used and for the second quarter 79 gallons were used.

11. What is the \$500k from the Sandy Hook Foundation being used to cover?

See attachment “Sandy Hook School Foundation Grant”

12. Do we have energy costs split by location for the last 3 years and 2016-2017 proposals?

See attachment “Energy Costs by Location”

By statute, the Board of Education cannot exceed appropriations made¹. Additionally, prior to 2014, if the BOE had a surplus at the end of the fiscal year, the balance was returned to the Town General Fund. In May of 2014, the Newtown Board of Education in cooperation with the Board of Finance, and in accordance with relatively new legislation (Connecticut General Statute 10-248a), agreed on a process for the creation of a non-lapsing account for the Board of Education.

The May 12, 2014 BOF minutes contain the following recommendations:

Recommended process:

BOE identifies funds, in accordance with statute, to be placed in non-lapsing account. Time frame for request is no later than **August 31st** of each year. Source of funds shall be identified as well as any anticipated future use. The unexpended amount shall be consistent with the Connecticut Statute 10-248a and **not exceed 1%** of the previous year's budgeted education appropriation.

BOF meets and acts on BOE request and places funds into non-lapsing account designated for BOE future use.

Funds remain in account until request is formally made by BOE.

BOE submits request to BOF and identifies purpose for use of funds. Request should follow process identified and consistent with a special appropriation request.

BOE provides rationale and justification for request as well as any necessary financial impact statement.

BOF meets and formally acts on request as well as informing Legislative Council.

In 2014, \$47,185 was added to the fund "to provide a portion of local funds necessary for further security enhancements to its schools in the event the District is awarded a School Security Grant under the second round of the Governors' Security Grant Program."

In 2015, \$12,909 was added to the fund "to provide a portion of local funds necessary for further security enhancements to its schools in accordance with the School Security Grant which has been extended to June 30, 2016."

How much has been used?

¹ "If board of finance properly exercises its discretion and budget is approved by town, board of education has no power to exceed appropriations made." Citation in Connecticut General Statute, Sec. 10-222.

Sec 10-248a. Unexpended education funds account. For the fiscal year ending June 30, 2011, and each fiscal year thereafter, notwithstanding any provision of the general statutes or any special act, municipal charter, home rule ordinance or other ordinance, the board of finance in each town having a board of finance, the board of selectman in each town having no board of finance or the authority making appropriations for the school district for each town may deposit into a non-lapsing account any unexpended funds from the prior fiscal year from the budgeted appropriation for education for the town, provided such amount does not exceed one percent of the total budgeted appropriation for education for such prior fiscal year.

#2) Emergency Repair Costs by Location

	<u>2013-14</u>	<u>2014-15</u>	<u>Current</u> <u>2015-16</u>	<u>YTD</u>	<u>Requested</u> <u>2016-17</u>
Hawley	\$31,814	\$22,461	\$20,000	\$8,559	\$20,000
Chalk Hill (SHS in 16-17)	\$16,440	\$13,330	\$20,000	\$14,513	\$20,000
Middle Gate	\$18,356	\$12,174	\$20,000	\$10,197	\$20,000
Head O'Meadow	\$44,337	\$29,050	\$20,000	\$54,084	\$20,000
Reed	\$65,052	\$48,941	\$20,000	\$18,476	\$20,000
Middle School	\$43,495	\$24,030	\$50,000	\$43,043	\$50,000
High School	\$55,501	\$74,500	\$50,000	\$47,990	\$50,000
General	\$4,131	\$3,841	\$15,000	\$514	\$15,000
Total	\$279,125	\$228,325	\$215,000	\$197,378	\$215,000

A.M. STUDENT COUNT SHEET

All-Star Transportation - NEWTOWN

1/29/2016 2nd count of year

BUS CAP	SCHOOL	REGISTERED	RIDING	TIME	SCHOOL	REGISTERED	RIDING	TIME	SCHOOL	REGISTERED	RIDING	TIME				
1	77	NHS/MS	73	39	38	36"	REED	30	27	28	40"	SANDY HOOK	53	51	50	45"
2	77	NHS/MS	68	39	31	38"	REED	18	15	13	25"	SANDY HOOK	28	21	20	31"
3	77	NHS/MS	70	38	29	38"	REED	36	32	29	32"	SANDY HOOK	34	29	27	29"
4	77	NHS/MS	63	48	53	38"	REED	31	27	26	27"	SANDY HOOK	30	25	28	27"
5	77	NHS/MS	60	28	26	27"	REED	26	20	16	24"	SANDY HOOK	29	23	21	25"
6	77	NHS/MS	77	45	39	34"	REED	27	24	21	32"	MIDDLE GATE	38	28	23	25"
7	77	NHS/MS	62	33	31	34"	ST ROSE	28	24	20	43"	MIDDLE GATE	41	27	26	28"
8	77	NHS/MS	65	37	36	30"	REED/ST ROSE	39	21	19	36"	HAWLEY	55	34	34	36"
9	77	NHS/MS	63	37	31	28"	REED/ST ROSE	39	25	20	30"	HAWLEY	52	37	35	35"
10	77	NHS/MS	77	37	31	33"	REED	17	12	11	31"	HAWLEY	35	22	20	33"
11	77	NHS/MS	67	33	28	37"	REED	25	19	21	29"	HAWLEY	30	27	30	30"
12	77	NHS/MS	70	42	33	25"	REED	29	19	17	34"	HEAD O'MDW	23	15	15	24"
13	77	NHS/MS	60	30	29	42"	REED	13	13	13	27"	HEAD O'MDW	44	39	39	22"
14	77	NHS/MS	52	33	28	40"	REED	25	17	14	36"	HEAD O'MDW	34	33	28	31"
15	77	NHS/MS	55	29	28	45"	REED	13	8	6	32"	HEAD O'MDW	46	34	32	34"
16	77	NHS/MS	75	30	26	42"	REED	23	19	16	37"	HEAD O'MDW	50	31	29	34"
17	77	NHS/MS	50	31	25	36"	REED	31	22	18	34"	HEAD O'MDW	49	22	33	32"
18	77	NHS/MS	57	21	21	43"	REED	28	27	26	36"	MIDDLE GATE	23	13	13	41"
19	77	NHS/MS	58	45	44	41"	REED	31	30	28	24"	MIDDLE GATE	52	52	51	43"
20	77	NHS/MS	65	35	31	32"	REED	23	17	12	38"	MIDDLE GATE	40	24	21	24"
21	77	NHS/MS	65	43	35	36"	REED	20	15	12	36"	SANDY HOOK	29	18	21	33"
23	77	NHS/MS	77	33	31	37"	REED	16	14	14	22"	MIDDLE GATE	41	31	28	30"
24	77	NHS/MS	67	31	25	38"	REED	47	34	26	23"	MIDDLE GATE	30	20	20	28"
25	77	NHS/MS	73	29	30	31"	REED/ST ROSE	31	22	19	35"	MIDDLE GATE	22	21	19	35"
26	77	NHS/MS	77	42	37	46"	ST ROSE	14	8	8	29"	SANDY HOOK	44	39	42	42"
27	77	NHS/MS	77	49	45	45"	FRASER WD*	3	4	3	20"	MIDDLE GATE	44	30	28	29"
28	77	NHS/MS	77	33	28	43"	ABBOTT TECH	14	11	12	26"	MIDDLE GATE	34	25	20	30"
29	77	NHS/MS	65	33	33	47"	ST ROSE	10	10	8	30"	HEAD O'MDW	27	23	21	31"
30	77	NHS/MS	74	46	37	38"	REED	22	13	11	31"	HEAD O'MDW	46	42	34	46"
31	77	NHS/MS	71	33	28	45"	DUNBY MAG	17	17	16	80"					
33	47	NHS/MS	46	33	30	30"	REED	11	9	9	30"	SANDY HOOK	34	33	32	33"

All-Star Transportation - NEWTOWN

A.M. STUDENT COUNT SHEET

1/29/2016 2nd count of year

BUS	CAP	SCHOOL	REGISTERED	RIDING	TIME	SCHOOL	REGISTERED	RIDING	TIME	SCHOOL	REGISTERED	RIDING	TIME			
34	47	NHS/MS	37	21	17	31"	REED/ST ROSE	34	22	19	30"	SANDY HOOK	27	25	25	38"
35	47	NHS/MS	42	22	19	32"	REED/ST ROSE	25	19	16	34"	HAWLEY	37	26	23	30"
36	47	NHS/MS	35	11	10	31"	REED	22	18	14	37"	HAWLEY	30	23	23	26"
37	47	NHS/MS	39	14	12	39"	REED	19	16	16	36"	HAWLEY	32	27	24	27"
38	47	NHS/MS	47	38	35	40"	REED	12	11	12	36"	SANDY HOOK	22	20	20	35"
39	47	NHS/MS	47	26	25	37"	REED	14	13	13	31"	HAWLEY	20	19	16	30"
40	47	NHS/MS	22	8	10	30"	REED	28	19	16	37"	HAWLEY	30	21	21	33"
41	47	NHS/MS	47	27	24	32"	ST ROSE	23	5	6	25"	These vehicles are used as backup				
42	47	NHS/MS	40	16	15	30"	ST ROSE	30	7	10	24"					
43	47	NHS/MS	38	21	12	32"	ST ROSE	26	8	7	33"	HAWLEY SE	2		2	24"
44	47	NHS/MS	47	29	26	37"	ST ROSE	20	13	14	37"	ED CON - MDGT	7	7	7	16"

Ridership & time are average

*van which does FW in the AM does not have enough time to PU all, works in the PM

2497 1348 1202
54% 48%

990 726 655
73% 66%

1344 1037 1001
77% 74%

STUDENT COUNTS - P.M.

2nd count Jan, 2016

BUS CAP	SCHOOL	REGISTERED	RIDING	TIME	SCHOOL	REGISTERED	RIDING	TIME	SCHOOL	REGISTERED	RIDING	TIME			
1	77 NHS/MS	73	40	37	36"	REED	30	28	29	39"	SANDY HOOK	53	50	49	36"
2	77 NHS/MS	68	30	25	41"	REED	19	18	16	28"	SANDY HOOK	28	15	18	30"
3	77 NHS/MS	70	33	28	37"	REED	36	32	28	30"	SANDY HOOK	34	27	25	30"
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9	77 NHS/MS	63	32	28	25"	REED/ST ROSE	39	25	20	31"	HAWLEY	52	37	33	36"
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11	77 NHS/MS	67	31	30	38"	REED	25	18	16	31"	HAWLEY	30	27	29	33"
12	77 NHS/MS	70	35	33	24"	REED	29	16	16	32"	HEAD O'MDW	23	12	13	25"
13	77 NHS/MS	60	29	23	40"	REED	14	13	13	28"	HEAD O'MDW	44	36	36	26"
14	77 NHS/MS	52	40	31	42"	REED	25	21	17	31"	HEAD O'MDW	34	28	23	29"
15	77 NHS/MS	55	21	24	40"	REED	13	11	9	33"	HEAD O'MDW	46	28	25	38"
16	77 NHS/MS	75	38	28	43"	REED	23	21	16	37"	HEAD O'MDW	50	34	32	34"
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31	77 NHS/MS	71	35	28	46"						DNBY MAG	57	32	17	30"
33	47 NHS/MS	46	25	26	24"	REED	15	11	10	32"	SANDY HOOK	33	33	32	30"
34	47 NHS/MS	37	18	15	28"	REED/ST ROSE	34	24	18	30"	SANDY HOOK	25	26	25	34"

STUDENT COUNTS - P.M.

All-Star Transportation - NEWTOWN

2nd count Jan, 2016

BUS	CAP	SCHOOL	REGISTERED	RIDING	Riding	TIME	SCHOOL	REGISTERED	RIDING	RIDING	TIME	SCHOOL	REGISTERED	RIDING	RIDING	TIME
35	47	NHS/MS	42	22	20	32"	REED/ST ROSE	25	24	23	35"	HAWLEY	37	25	21	30"
36	47	NHS/MS	35	14	12	32"	REED	22	17	13	36"	HAWLEY	30	24	25	28"
37	47	NHS/MS	39	21	13	40"	REED	19	16	15	39"	HAWLEY	32	28	25	28"
38	47	NHS/MS	47	34	33	34"	REED	11	11	11	34"	SANDY HOOK	22	22	22	25"
39	47	NHS/MS	47	30	29	37"	REED	14	10	9	26"	HAWLEY	20	17	15	28"
40	47	NHS/MS	22	13	13	33"	REED	28	21	20	43"	HAWLEY	30	19	19	31"
41	47	NHS/MS	47	23	24	27"	ST ROSE	23	12	11	31"	onger 2nd tier runs & would not make				
42	47	NHS/MS	40	19	21	32"	ST ROSE	30	21	18	33"	back in time for a third tier run.				
43	47	NHS/MS	38	16	17	30"	ST ROSE	26	11	8	40"	HAWLEY SE	2	2	24"	
44	47	NHS/MS	47	30	28	37"	ST ROSE	20	13	12	38"					

Ridership & time are average

2497	1295	1157	939	715	618	1347	988	980
	52%	46%		76%	66%		73%	73%

CALCULATION FOR NET CURRENT EXPENDITURE PER PUPIL

NET CURRENT EXPENDITURES

1. DETERMINATION OF TOTAL CURRENT EDUCATION EXPENSES:
 - a. ADJUSTED BUDGETED EXPENDITURES (LOCAL) (ED001, LINE 928)
(TOTAL BUDGET EXPENDITURES LESS EXPENDITURES FOR NONPUBLIC, CONTINUING ED., FOOD SERVICES & COMMUNITY)
 - b. IN KIND SERVICES (LOCAL) (ED001, LINE 929)
 - c. FOOD SERVICES ADJUSTMENT (ED001, LINE 931)
 - d. EXPENDITURES WHICH SUPPORT PUBLIC ELEMENTARY & SECONDARY EDUCATION (ED001, LINE 899)
(EXPENDITURES FROM GRANTS, MEDICAID REVENUE, INSURANCE PROCEEDS, CONTRIBUTIONS, RENTALS & ENDOWMENTS)

 - e. TOTAL CURRENT EDUCATIONAL EXPENSES
-
2. TRANSPORTATION DEDUCTION:
 - a. TOTAL TRANSPORTATION EXPENDITURES FROM LOCAL SOURCES
(ED001, LINE 501, COLUMN 3)
 - b. TRANSPORTATION EXPENDITURES FROM OTHER THAN LOCAL SOURCES
(ED001, LINE 517, COLUMN 3)
 - c. LESS SPECIAL EDUCATION PUPILS ON SPECIAL EDUCATION VEHICLES
(ED001, LINE 514, COLUMN 3)

 - d. TOTAL TRANSPORTATION DEDUCTION
(LINE 2a + LINE 2b - LINE 2c)
-
3. TUITION REVENUE DEDUCTION:
 - a. TOTAL TUITION REVENUE RECEIVED BY THE BOARD OF EDUCATION OR TOWN FOR REGULAR EDUCATION (ED001, LINE 729, COLUMN 1 + 2)
 - b. TOTAL TUITION REVENUE RECEIVED BY THE BOARD OF EDUCATION OR TOWN FOR SPECIAL EDUCATION (ED001, LINE 779, COLUMN 1 + 2)

 - c. TOTAL TUITION REVENUE DEDUCTION
(SUM OF LINES 3a + 3b)
-
4. NET CURRENT EXPENDITURES (NCE):
(LINE 1e - (LINE 2d + LINE 3c))

AVERAGE DAILY MEMBERSHIP

1. RESIDENT STUDENTS
TOTAL LOCAL ENROLLMENT OCTOBER 1ST
LESS NON-RESIDENT STUDENTS

RESIDENT STUDENTS

 2. F.T.E. FOR DAYS OVER 180
TOTAL HOURS FOR DAYS OVER 180/5 HOURS

 3. RESIDENT STUDENTS ADJUSTED FOR SCHOOL YEAR
(LINE 1 X (LINE 2 + 180) / 180)

 4. F.T.E. RESIDENT PRE-K STUDENTS NOT SUPPORTED BY SCHOOL READINESS
 - a. ACTUAL COUNT OF PRE-K SERVED
 - b. WEIGHTED AVERAGE NUMBER OF DAYS PER YEAR

 - c. F.T.E. RESIDENT PRE-K STUDENTS
(LINE 4a X LINE 4b / 180)
-
5. F.T.E. RESIDENT SUMMER SCHOOL STUDENTS
-
6. AVERAGE DAILY MEMBERSHIP
(LINE 3 + LINE 4C + LINE 5)

NET CURRENT EXPENDITURES PER PUPIL (NCEP)
(NET CURRENT EXPENDITURES / AVERAGE DAILY MEMBERSHIPS)

9. SPECIAL EDUCATION STATISTICS

	<u>2010/11</u>	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>
A. NUMBER OF SPECIAL ED. STUDENTS					
OCT.	470	433	413	439	464
JAN.	466	431	428	455	490
B. NUMBER OF SPECIAL ED. OUT OF DISTRICT STUDENTS/SETTLEMENTS	34	33	39	43	44
C. TOTAL OUT OF DISTRICT TUITION/SETTLEMENT COST	\$2,070,532	\$1,913,074	\$3,434,003	\$3,067,358	\$3,080,192
TOTAL OUT OF DISTRICT TRANSPORTATION COST	\$562,633	\$617,501	\$559,496	\$824,951	\$875,572
TOTAL OUT OF DISTRICT COST	\$2,633,165	\$2,530,575	\$3,993,499	\$3,892,309	\$3,955,764
GRANT FUNDED	\$82,500			\$182,683	\$56,892
EXCESS COST REIMBURSEMENT	\$1,158,799	\$879,076	\$855,671	\$1,331,527	\$1,156,062
NET COST FOR OUT OF DISTRICT	\$1,391,866	\$1,651,499	\$3,137,828	\$2,378,099	\$2,742,810
E. MEDIATED AGREEMENTS COSTS (INCLUDED ABOVE)	\$0	\$78,372	\$164,500	\$265,250	\$409,693

11)

Sandy Hook School Foundation Grant		
FY 2016/2017		
	FTE	Amount
Grant Award		\$500,000
District		
Special Education Supervisor	1.0	\$127,540
Family Assistance Coordinator	0.3	\$28,883
Clinical Supervisor for Family Assistance Coordinator		\$800
Sandy Hook School		
Social Worker	0.3	\$44,191
Clifford Beers Children's Clinician - Contracted Svc	0.2	\$17,437
Clifford Beers Staff Clinician - Contracted Svc	0.1	\$19,632
Clifford Beers Supervisor - Contracted Svc		\$750
Reed Intermediate		
Psychologist	0.3	\$41,553
Social Worker	0.3	\$34,135
Middle School		
Psychologist	0.3	\$37,900
Social Worker	0.3	\$42,791
Total FY 2016/2017 Budget	3.1	\$395,612
SHSF Grant Balance**		\$104,388

****The grant balance can be used to continue funding for current approved positions**

#12) Energy Costs by Location

	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
Hawley	\$52,983	\$55,230	\$56,693	\$54,154
Chalk Hill (SHS in 16-17)	\$100,294	\$115,675	\$120,074	\$118,183
Middle Gate	\$45,626	\$52,403	\$47,650	\$42,948
Head O'Meadow	\$92,420	\$100,743	\$102,530	\$99,576
Reed	\$272,707	\$290,878	\$298,616	\$266,463
Middle School	\$115,051	\$116,081	\$124,128	\$132,598
Middle School - Lot Lights	\$3,431	\$4,580	\$4,163	\$3,904
High School	\$670,911	\$681,612	\$707,190	\$669,381
High School*	\$3,088	\$3,262	\$5,173	\$2,764

*Irrigation, Greenhouse, Snack Shack

CONTRACT FOR TRANSPORTATION SERVICES

4th This CONTRACT FOR TRANSPORTATION SERVICES ("Contract") is made this day of October, 2011, by and between the NEWTOWN BOARD OF EDUCATION, hereinafter called the "Board," and ALL-STAR TRANSPORTATION, LLC, hereinafter called the "Contractor."

WITNESSETH

WHEREAS, the Board wishes to provide transportation services for students for whom the Board provides transportation services for a period of five (5) years; and

WHEREAS, the Board accepted bids for the provision of transportation services and awarded the Contract to Contractor on September 6, 2011; and

WHEREAS, the Contractor is ready, willing and able to provide the required transportation services sought by the Board and has accepted the award of the Contract.

NOW, THEREFORE, in consideration of the mutual promises and covenants of the parties hereto, the Board and the Contractor mutually agree as follows:

I. TERM

The term of this Contract shall be for a period of five (5) years beginning on July 1, 2012 and terminating on June 30, 2017 (the "Term").

II. INCORPORATION OF DOCUMENTS AND TERMS AND CONDITIONS OF CONTRACT

The Specification and Bid Forms for Student Transportation released in May, 2011, including the Notice to Bidders, Instructions to Bidders, all specifications and all appendices and schedules attached thereto (the "Bid Documents") are specifically incorporated into this Contract and made a part hereof and attached as Exhibit A. The Bid submitted and executed by Contractor, dated June 23, 2011 (the "Bidder's Response") is specifically incorporated into this Contract and made a part hereof and attached as Exhibit B. The Bid Documents and the Bidder's Response are together, the "Documents".

All of the terms and conditions for the Contract in the Bid Documents, including without limitation Sections 1.1, 3.2, 4, 5, 6, 7 and 8 of the Bid Documents, are hereby incorporated into and made a part of this Contract.

Any use of the term Bidder or Successful Bidder in Sections 3.2, 4, 5, 6, 7 and 8 of the Bid Documents shall mean "Contractor". Any use of the term Bid in Sections 3.2, 4, 5, 6, 7 and 8 of the Bid Documents shall mean "Contract".

III. SCOPE OF WORK

- A. The Contractor agrees that it will provide the transportation services on the terms and conditions described in and in accordance with the Bid Documents, except as provided herein or in the attached Exhibits.
- B. The Contractor shall provide, each year of this Contract, a list containing the make, model, year, fuel type and seating capacity of each vehicle to be supplied during the upcoming year of the Contract, in the form of Appendix B, attached to the Bid Documents. The Contractor shall update this list during the year if any changes are made to the vehicles.
- C. Contractor shall be responsible for providing all transportation related facilities used in the performance of this Contract. The Contractor shall promptly notify the Board of the location of the site where the vehicles used in the performance of this Contract shall be parked once such site has been selected by Contractor. The Board may inspect this location prior to or during the term of the Contract.

IV. PAYMENT AND COMPENSATION

- A. The Contract price payable for each Vehicle used in providing services under this Contract is detailed on page 41 in Exhibit B, which is attached hereto and incorporated herein. The number of Vehicles needed under this Contract will vary. The cost of each Vehicle will be determined by the type, year of the Contract and the cost per day specified for that type of Vehicle as listed in Exhibit B. Under no circumstances is Contractor authorized to charge overtime to the Board without specific prior authorization.
- B. The parties agree that no other payments shall be made to the Contractor who shall furnish all of the vehicles, drivers, labor, supervision, training, testing, materials, equipment, permits and licenses and other facilities necessary to provide the transportation and service required, including the staff and other services as required by the Board for the proper performance of the Contractor's duties.

V. PERFORMANCE BOND

The Contractor shall provide, at the Board's request, a Performance Bond. The Performance Bond shall meet all of the requirements described in Section 5.3.1 of the Bid Documents. The Performance Bond shall be in a form acceptable to the Board and shall assure the Contractor's performance of the terms and conditions of the Contract.

VI. FUTURE MODIFICATIONS TO CONTRACT BASED ON RESOLUTION OF STATE BOARD OF LABOR RELATIONS COMPLAINT

The Contractor acknowledges that (i) the owner/operators who presently provide transportation services to the Board have filed a complaint with the State Board of Labor Relations (SBLR) alleging, inter alia, that they are employees of the Board and not independent contractors; and (ii) in the event the owner/operators prevail, the driving of school buses may possibly be found by the SBLR to be "bargaining unit work," which may not be subcontracted without the agreement

of the owner/operators. In the event the SBLR rules as noted in (ii) above, and the owner/operators do not consent to the Contractor performing bus driving services, then the parties agree that all services, vehicles, labor, supervision, training, testing, materials, equipment, permits, licenses and other facilities necessary to provide the transportation and service required as provided for in the Bid Documents with the exception of the driving of school buses and related duties shall be performed by the Contractor, and the driving/operation of the school buses shall be performed by the owner/operators as Board employees. The Contractor shall provide any other necessary drivers, including stand-by and substitute drivers, and such drivers shall be Contractor's employees.

In the event that the owner/operations prevail, and any owner/operators become Board employees, the Board shall notify the Contractor, and upon the date specified in the notice, the provisions described in Exhibit C shall replace the existing Sections 5.3.10 and 8.7.1 and Section IV and shall become part of this Contract. The parties agree that as to Vehicles To Be Used By the Board's Drivers, as described in Exhibit C, the Contract prices shall be those prices described in Exhibit B, as adjusted by the amounts in Exhibit D. Given the uncertainty of other modifications that may be necessary in the Contract, in such event, the parties also agree to renegotiate in good faith any other affected provisions in the Contract.

VII. MISCELLANEOUS

- A. If any provision of this Contract is subsequently found to be illegal or invalid, all unlawful provisions shall be deemed stricken from this Contract and shall be of no effect and the remaining provisions shall not be affected thereby and shall remain in full force and effect.
- B. This Contract and all Exhibits attached hereto constitutes the full and complete agreement of the parties hereto and shall be binding upon their respective permitted successors and assigns.
- C. This Contract shall be governed by, and construed and enforced in accordance with, the laws of the State of Connecticut without regard to its conflicts of laws principles.
- D. Notices, requests, demands and documents required or desired to be given hereunder shall be in writing and delivered (i) personally (ii) by a nationally recognized overnight delivery service or (iii) by deposit into the United States mail, postage prepaid, certified or registered mail, addressed to the party at the following addresses or at such other address as notice thereof may have been given pursuant hereto:

To Board:

Newtown Board of Education
3 Primrose Street
Newtown, CT 06470
Attention: Director of Business

To Contractor:

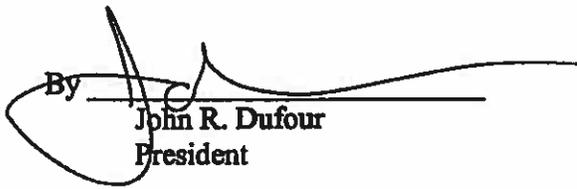
All-Star Transportation, LLC
146 Huntington Avenue
Waterbury, CT 06708
Attention: John R. Dufour

IN WITNESS WHEREOF, the parties hereto have set their hands by their duly authorized representatives at NEWTOWN, CONNECTICUT, as of the 4th day of October, 2011.

CONTRACTOR

ALL-STAR TRANSPORTATION, LLC

By

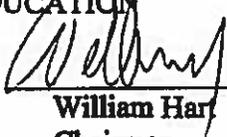


John R. Dufour
President

BOARD

NEWTOWN BOARD OF
EDUCATION

By



William Hart
Chairman

2035600v4

NEWTOWN PUBLIC SCHOOLS
3 PRIMROSE STREET
NEWTOWN, CT 06470

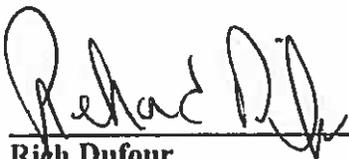
ADDENDUM TO CONTRACT

ALL-STAR TRANSPORTATION, LLC CONTRACT
July 1, 2012 – June 30, 2017

The parties hereby agree that All-Star Transportation, LLC will be responsible for assuming the remaining term of the Fran McCutchan Contract which includes the use of Bus # 1 effective June 2, 2014 to the end of the school year, June 18, 2014 at their applicable prevailing rate.

All-Star Transportation, LLC

Newtown Public Schools



Rich Dufour
Operations

Date: 6-3-14

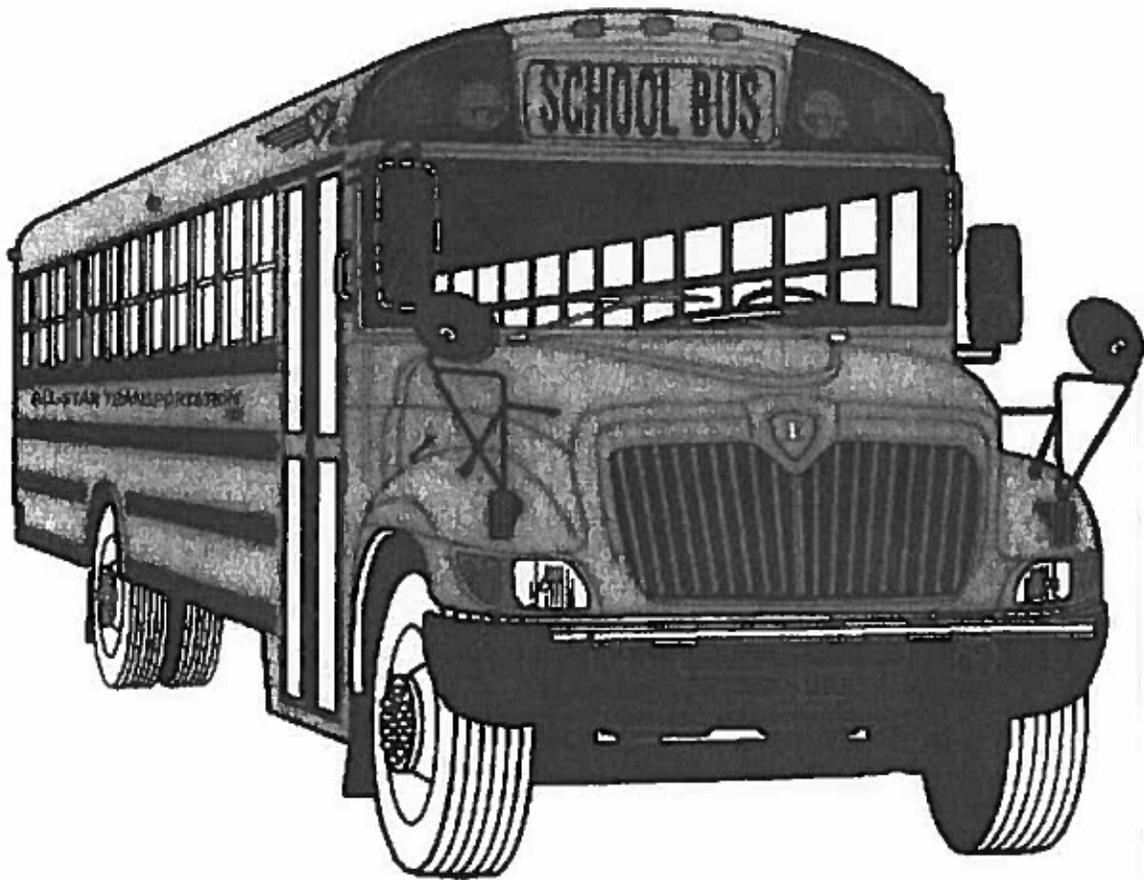


Ron Bienkowski
Director of Business

Date: 6/3/14

All-Star Transportation

146 Huntingdon Avenue
Waterbury, CT 06708
(203) 573-0555



**“The Leader of School Bus
Transportation”**



June 22, 2011

Mr. Ronald Bienkowski
Business Manager
Newtown Public Schools
31 Pecks Lane
Newtown, CT 06470

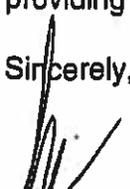
Dear Mr. Bienkowski,

All-Star Transportation LLC is pleased to offer the following bid for transportation of the Newtown Public Schools for the 2012-13 through 2016-17 school years. Should All Star Transportation be the successful responder, we are fully prepared to begin service on July 1, 2012.

All-Star Transportation LLC is operated by the Dufour family that has a long history in the school bus transportation industry. We have extensive experience in student transportation and we service many customers that primarily transport students with special needs. The City of Waterbury is currently our largest special needs transportation customer with an average of nine hundred (900) students transported daily to schools in and out of district.

Should you have any questions regarding our proposals and/or our company, please contact me anytime. All Star Transportation looks forward to providing the safest transportation possible for the Newtown Public Schools.

Sincerely,



Leslie Sheldon
Operations Manager

NEWTOWN PUBLIC SCHOOLS
SPECIFICATIONS AND BID FORMS
FOR
STUDENT TRANSPORTATION

Bids to be opened:

AT: 2:00 PM
DATE: June 23, 2011
PLACE: Newtown Public Schools
3 Primrose Street
Newtown, CT 06470

Bidder Information

Company Name: All-Star Transportation LLC

Contact Person: Leslie Sheldon

Title: Operations Manager

Address: 146 Huntingdon Ave

City: Waterbury State: CT Zip: 06708

Telephone: 203-573-0555

Fax: 203-573-9750

Email: leslie.sheldon@all-startransportation.com

LDS
Bidder's Initials

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ATTACHMENTS

Base Contract Analysis Sheet
 2012-13 School Calendar
 2011-2012 Proposed Transportation Budget
 Current School Transportation Contract
 Newtown Board of Education Policies

NEWTOWN PUBLIC SCHOOLS
3 PRIMROSE STREET
NEWTOWN, CT 06470

CONTRACT: HOME-TO-SCHOOL
BID DATE: JUNE 23, 2011

NON BIDDER'S RESPONSE

Newtown Public Schools is interested in the reasons why prospective Bidders fail to submit Bids. If you are **NOT** submitting a Bid, please indicate the reason(s) below and return this form to the above address. Failure to do so may result in your firm being removed from advance notice lists of potential bids compiled by the District.

- Unable to propose at this time, but would like to receive future Bids.
- Contract too small/large for our firm (circle one).
- Lack of fleet to meet requirements.
- Lack of facility to meet requirements.
- Unable to meet specifications. Provide detail: _____

- Insufficient time allowed for preparation and submission of Bid.
- Other reasons: _____

You may remove our name from the bid list for:

- All bids
- This particular service
- Remainder of this year
- Other: _____

Officer of Company (Signature) Date

Title

Company Name Telephone

Street Address Fax Number

City, State, Zip Email address

NEWTOWN PUBLIC SCHOOLS
3 PRIMROSE STREET
NEWTOWN, CT 06470

NOTICE TO BIDDERS

NEWTOWN PUBLIC SCHOOLS OF NEWTOWN, CONNECTICUT HEREBY INVITES THE SUBMISSION OF SEALED BIDS FROM REPUTABLE AND QUALIFIED BUS TRANSPORTATION COMPANIES FOR FURNISHING STUDENT TRANSPORTATION SERVICES IN NEWTOWN PUBLIC SCHOOLS BEGINNING JULY 1, 2012. FORMS FOR BID, CERTIFICATION, CONDITIONS, AND SPECIFICATIONS MAY BE OBTAINED AT NEWTOWN PUBLIC SCHOOLS, 3 PRIMROSE STREET, NEWTOWN, CONNECTICUT ON MAY 31, 2011.

ANY DEVIATIONS OR EXCEPTIONS FROM THESE CONDITIONS OR SPECIFICATIONS MUST BE LISTED ON A SEPARATE SHEET ATTACHED TO THE BIDDER'S DETAILED CONDITIONS AND SPECIFICATIONS AND REFERRED TO SEPARATELY IN THE BIDS. IN ALL CASES NOT INDICATED BY BIDDERS AS A DEVIATION OR EXCEPTION, IT IS UNDERSTOOD THAT THE CONDITIONS AND SPECIFICATIONS OF NEWTOWN PUBLIC SCHOOLS SHALL APPLY. **BIDS WILL BE RECEIVED UNTIL 2:00 PM ON JUNE 23, 2011 AT NEWTOWN PUBLIC SCHOOLS BUSINESS OFFICE, NEWTOWN, CONNECTICUT, 06470 AT WHICH TIME AND PLACE ALL BIDS WILL BE PUBLICLY OPENED.**

BIDS WILL REMAIN FIRM FOR A PERIOD OF 60 DAYS FOLLOWING THE DATE OF THE OPENING, AND SHALL THEREAFTER REMAIN FIRM UNTIL THE BIDDER PROVIDES WRITTEN NOTICE TO THE SCHOOL DISTRICT BUSINESS OFFICE THAT THE BID HAS BEEN WITHDRAWN.

IN CONSIDERING BIDS AND AWARDING THE CONTRACTS, NEWTOWN PUBLIC SCHOOLS RESERVES THE RIGHT TO CONSIDER COST, EXPERIENCE, SERVICE, AND REPUTATION IN THE STUDENT TRANSPORTATION FIELD, AS WELL AS THE FINANCIAL RESPONSIBILITY AND SPECIFIC QUALIFICATIONS SET OUT HEREIN OF THE PROSPECTIVE BIDDER. THE SCHOOL DISTRICT RESERVES THE RIGHT TO WAIVE TECHNICAL DEFECTS IN BIDS, TO REJECT ANY OR ALL BIDS, TO DISCUSS OPERATING OPTIONS WITH ONE OR MORE BIDDERS, OR TO ENTER INTO SUCH OTHER DISCUSSIONS OR NEGOTIATIONS AS THE DISTRICT DEEMS TO BE IN ITS BEST INTERESTS.

THE DISTRICT IS REQUESTING BIDS FOR THE PROVISION OF HOME-TO-SCHOOL TRANSPORTATION. THE CONTRACT PERIOD WILL BE FOR FIVE YEARS.

BIDDERS SHALL BE REQUIRED TO FURNISH, AT THEIR OWN EXPENSE, A BID BOND OR CERTIFIED CHECK IN THE AMOUNT OF 10 PERCENT OF THE PROPOSED TOTAL ANNUAL FIRST YEAR PRICE OF THE TOTAL CONTRACT.

NOTES:

ROUTES AND VEHICLES LISTED IN THIS BID DOCUMENT ARE BASED ON TRANSPORTATION NEEDS THAT HAVE EVOLVED OVER THE PAST SEVERAL YEARS AND MAY NOT BE THE MOST EFFECTIVE SYSTEM. NEWTOWN PUBLIC SCHOOLS ASKS THE BIDDER TO MAKE SUGGESTIONS FOR THE MOST EFFICIENT TRANSPORTATION PROGRAM POSSIBLE IN ITS OPINION.

A BIDDER'S INFORMATION MEETING WILL BE HELD AT 3 PRIMROSE STREET ON TUESDAY, JUNE 7 AT 2:00 PM.

INSTRUCTIONS TO BIDDERS

1. Inspect carefully all general and special provisions of this document.
2. Provide all information requested and the Bid Form.
3. Submit **three** complete sets of your bid and include this complete bound document initialed on each page. The Bidder is responsible for making its own copies of any or all parts of this document for its files.
4. Bids must be presented in a sealed envelope or box and addressed as follows:

**Director of Business
Newtown Public Schools
3 Primrose Street
Newtown, CT 06470**

School Transportation Bid – 2:00 PM on June 23, 2011

Bids will remain firm for a period of 60 days following the date of the opening, and shall thereafter remain firm until the Bidder provides written notice to the school district's Business Office that the Bid has been withdrawn.

6. Bidder must furnish, at its own expense and with the Bid, a Bid bond or certified check in the amount of 10% of the proposed total annual first year price for the contract.
7. Bids will be received until 2:00 PM. on June 23, 2011 at Newtown Public Schools Business Office, 3 Primrose Street, Newtown, CT 06470, at which time and place all Bids will be publicly opened.
8. Bidders are encouraged to thoroughly check submissions, as these documents require significant detailed information to support the Bid. It is the Bidder's responsibility to ensure that all requested information is supplied with the initial Bid. The school district reserves the right to reject any late submissions, and is not responsible for notifying the Bidder of any missing elements of the Bid.

BIDDER'S CHECK LIST

The following checklist is provided for the convenience of the Bidders and is not a part of the contract documents. Each Bidder is encouraged to insure their complete compliance with all requirements of these documents. Compliance with the Request for Bid requirements is the sole responsibility of the Bidder. Note that three complete sets of the Bid must be submitted.

- Bid bond or certified check for 10% of the annual contract cost.
- Proof of 100% performance bond ability.
- Letter from the insurance company guaranteeing appropriate coverage.
- Reference list or evidence demonstrating an ability to perform required services including staffing information at each location.
- Detail on Bidder's programs and efforts to secure a competent driver force to meet the needs of the school district's program.
- Ownership information and any outstanding legal issues.
- Resumes of key management staff; job descriptions; and organization chart.
- Fleet replacement program.
- Explanation of operating program.
- Appropriate documentation relating to facilities that will be used in the performance of the contract.
- Any other information or data the Bidder wishes to provide that further demonstrates its ability to provide quality, responsive transportation services consistent with the requirements and intent of this Request for Bid.
- Appendix B - vehicle list and documentation on ability to obtain fleet.
- Hold Harmless Agreement.
- Form of Bid completed for each contract period.
- Non-Collusive Bidding Certification.
- All pages of the bid document included and initialed.
- All Bids properly signed.
- List of any deviation or exception from these conditions or specifications.

1. GENERAL CONDITIONS

All invitations to submit bids issued by Newtown Public Schools will bind bidders and successful bidders to the conditions and requirements set forth in these general conditions, and such conditions shall form an integral part of each purchase Contract awarded by Newtown Public Schools.

1.1 DEFINITIONS

- "Addenda" written instruments issued by the District, or its agent, prior to the execution of the Contract that modify or interpret the Request for Bid documents by additions, deletions, clarifications, or corrections.
- "Bid" or "Proposal" an offer to furnish materials, services, supplies, and/or equipment in accordance with the Request for Bid, the general conditions, and the specifications. If "Proposal" happens to be used anywhere in this document, consider it interchangeable with "Bid".
- "Bidder", or "Contractor" any individual, company, or corporation submitting its bid, and qualified consistent with the "Bidder Qualifications" section of this document.
- "Board" or "District" or "School District" the Board of Education of the Town of Newtown, Connecticut.
- "Contract" an agreement duly executed by the District and the Contractor that calls for the transportation of pupils of the District by the Contractor in accordance with all terms, conditions, requirements and specifications in the bid, for a price to be paid by the District.
- "He/she, his/her" the use of dual-gender words is cumbersome, therefore masculine pronouns have been used throughout this document. The choice of masculine pronouns is strictly arbitrary and does not necessarily reflect the actual gender of any party.
- "School Day" definition of school day for the purpose of transportation is from the time the buses leave to pick up children to bring them to classes in the A.M. to the time the buses return to the terminal after bringing them to their designated stops in the P.M.
- "School Year" the period of approximately 180 days of attendance at school for Newtown Public Schools pupils, including private and parochial. The usual period of attendance begins during the

last week of August, and concludes with the last day of classes in June, including make-up days, if required.

"Specification"

description of services to be performed by Contractor and School District together with the materials, supplies, and/or equipment that is to be used and maintained together with the conditions for such service and maintenance.

"Successful Bidder"

any Bidder to whom an award is made by the Board.

2. BIDS

2.1 BID PROCEDURES AND REQUIREMENTS

- 2.1.1 The date and time of bid opening will be given in the Notice to Bidders.
- 2.1.2 All bids must be submitted on and in accordance with forms provided by the Board of Education and included in this document. The bid sheets are not to be removed from the document. All bids must include, as a minimum, the required information as detailed in these documents.
- 2.1.3 Where so indicated by the makeup of the bid form, sums shall be expressed in figures and any corrections or changes on the submission forms made by the Bidder should be initialed by the Bidder.
- 2.1.4 Bids may not be considered which purport to qualify, limit, amend or omit any of the minimum requirements as detailed in the bid documents. A determination as to the impact of any proposed change is the sole responsibility of the District.

In case of any ambiguity, inconsistency, or error in any of the Contract documents or of a conflict between the provision of a Contract document and provisions of a State or Federal Law or regulation, the Bidder is required to draw such matter to the attention of the Superintendent of Schools or his designate before he submits his bid. If the Bidder fails to do so, his bid will be interpreted by the Superintendent of Schools or his designate.

- 2.1.5 A bid shall include the legal name of Bidder and a statement whether the Bidder is a sole proprietor, a partnership, a corporation, or any other legal entity, and shall be signed by the person or persons legally authorized to bind the Bidder to a Contract. All required signatures shall be handwritten in ink with the person's full name. No initials, stamp, photocopy or company name may be used in lieu of any required signature. A bid by a corporation shall also give the State of incorporation and have the corporate seal affixed. A bid submitted by an agent shall have a current Power of Attorney attached certifying the agent's authority to bind the Bidder.

Additionally, the name(s) of the principals of the sole proprietorship, partnership, corporation, or other legal entity shall be provided to the District for all those individuals whose ownership is equal to, or is greater than, 10% of the entity. In the case of a publicly traded corporation, the latest annual report listing all officers shall be provided in lieu of the ownership information.

- 2.1.6 Bidder's responses to information requested will be used to evaluate each Bidder's capability to provide proper and satisfactory transportation services as required pursuant to this Request for Bid. Upon request of the District, a Bidder who is under consideration for an award of a Contract may be required to submit additional information to support or clarify information previously provided. One or more Bidders may be asked to provide additional information, to meet with the District to discuss their bid, to modify one or more sections of their bid, or to address such other issues as deemed important by the District.
- 2.1.7 Bidders will provide, along with the completed bid package, evidence demonstrating an ability to provide school transportation, including, if applicable, a list of any and all Connecticut School Districts which they have served during the past three years and a summary of their experience over at least three years of successfully operating a complex school transportation program equal to or greater in size than Newtown Public Schools program detailed herein. In lieu of organizational experience, staff experience must be demonstrated.

Based on bid results, audited (certified or reviewed) financial statements for the last three years as evidence of financial responsibility will only be requested from those companies in final consideration. The information will be required within 48 hours of the District's request. It will be treated confidentially and will not be for public review.

Enclosed with the bid submission, the Bidder must include a letter from an insurance agent, broker, or carrier stating that no less than the minimum limits of insurance required in the Request for Bid will be met. The name of the insurance company that will provide the mandated insurance will be stipulated. If the insurance company that will provide the coverage has not yet been determined, the agent, broker, or carrier will stipulate that the company's rating will be equal to or greater than the minimum ratings as shown in the specifications. The insurance carrier must be licensed to do business in Connecticut and must be rated in the latest edition of A.M. Best's *Insurance Guide* as at least an "A-" carrier.

- 2.1.8 In order to provide the required services envisioned in these specifications, Bidders must have a sufficient number of competent, trained driving personnel. Bidders shall submit detailed descriptions of their driver recruitment programs, including typical wage and benefit information. For each District provided as a reference in compliance with Section 2.1.8 above, Bidder shall provide an employment profile including at least the number of daily drivers required, the actual number of drivers employed, a description of targeted recruitment programs, wage and benefit programs, and driver training programs.
- 2.1.9 All information required in the notice, specifications and bid offer, in connection with each item against which a bid is submitted, must be provided to constitute an acceptable bid.
- 2.1.10 No alteration, erasure, or addition is to be made in the typewritten or printed matter. Any deviations from the conditions and specifications may constitute sufficient grounds for rejection of bid.
- 2.1.11 Prices and information required, except signature of Bidder, should be typewritten for legibility. Illegible or vague bids may be rejected. All signatures must be written. Facsimile, printed, or typewritten signatures are not acceptable.

2.1.12 No charge will be allowed for federal, state, or municipal sales and excise taxes since the School District is exempt from such tax. Exemption certificates, if required, will be furnished on forms provided by the Contractor.

2.1.13 All bids received after the time stated in the Notice to Bidders may not be considered and will be returned to the Bidder. The Bidder assumes the risk of any delay in the mail or in the handling of the mail by employees of the School District. Whether sent by mail or by means of personal delivery, the Bidder assumes responsibility for having his bid deposited on time at the place specified. HOWEVER, THE BOARD OF EDUCATION RESERVES THE RIGHT TO WAIVE WHAT IT DEEMS INFORMALITIES OR TECHNICAL DEFECTS RELATING TO A SPECIFIC BID, TO REJECT ANY AND ALL BIDS, TO RE-ADVERTISE AND INVITE NEW BIDS, OR TO ACCEPT THE WHOLE OR A PART OF A BID, OR TO ACCEPT PARTS OF BIDS FROM MORE THAN ONE BIDDER, OR TO MODIFY BIDS BASED UPON NEGOTIATIONS WITH THE BIDDER(S), AS IN THE BOARD'S JUDGMENT, IT DEEMS TO BE IN THE BEST INTEREST OF THE SCHOOL DISTRICT.

2.1.14 The submission of a bid will be construed to mean that the Bidder is fully informed as to the extent and character of the services, supplies, materials, or equipment required and a representation that the Bidder can furnish the services, supplies, materials or equipment satisfactorily in complete compliance with specifications. The submission of a bid will also mean that the Bidder is fully informed as to the rules, regulations and requirements of the Federal Government, the State of Connecticut and Newtown Public Schools, and that the Bidder will fully comply with said rules, regulations and requirements.

2.1.15 All bids must be sealed. They must be submitted in a plain opaque envelope, or in a sealed plain box. All bids must be addressed to the Director of Business, Newtown Public Schools. The bid label must be clearly marked "Transportation Bid". Also the date and time of the bid opening as indicated on the Notice to Bidders must appear on the envelope or box label. Telephone quotations or amendments will not be accepted at any time. All materials submitted with the bids will become the property of the District and will not be returned.

2.2 BIDDER'S CERTIFICATION, REPRESENTATIONS, AND QUALIFICATIONS

2.2.1 Under penalty of perjury the Bidder certifies that:

- a) The bid has been arrived at by the Bidder independently and has been submitted without collusion with any other vendor of services, materials, supplies, or equipment of the type described in the Request for Bids, and
- b) The contents of the bid have not been communicated by the Bidder, nor to its best knowledge and belief, by any of its employees or agents, to any person not an employee or agent of the Bidder or its surety on any bond furnished herewith prior to the official opening of the bid.

2.2.2 Qualifications of Bidders: The work and services described in these bid documents include the performance of activities directly affecting the safety of the students of the District and the public

generally. The District may make any investigation necessary to determine the ability of the Bidder to fulfill the Contract(s), and the Bidder shall furnish the District with all such information for this purpose as the District may request. If, in the opinion of the District, the Bidder is not properly qualified or responsible to perform any obligations of the Contract bid, the District reserves the right to reject its bid.

The District reserves the right to investigate all references and qualifications statements made by the Bidder. Upon investigation and evaluation, the District may choose to reject any bid where the Bidder's stated qualifications are such that the District feels that the Bidder may not be able to perform the transportation service in a safe and an efficient manner. The following information categories will be reviewed, at a minimum, and each Bidder must supply information consistent with the detailed requirements described. The Bidder is invited to provide any additional information or data that further demonstrates its experience or qualifications, and/or ensures that high quality services will be provided to the District.

- a) Bidder must possess and demonstrate facilities, knowledge and capabilities to satisfy all Connecticut Department of Motor Vehicles rules, regulations, and vehicle inspection requirements.
- b) Bidder must include a reference list, setting out the names of all Connecticut Districts that they have operated in the past three years, or are currently operating. The name and telephone number of each business official or other District liaison must be provided for each District reference listed, along with a description of the type of transportation services provided (i.e. home-to-school; special education; extra-curricular), and the number and size of buses and vans used in the performance of the Contract.
- c) A list of financial references demonstrating financial soundness and capability, and annual financial statements of the Bidder or parent company for the past three years must be supplied if requested. The Bidder shall submit information identifying any pending lawsuits as well as any outstanding judgments and liens in which it is involved. In addition, the Bidder is to provide a description of any bankruptcy filings by the Bidder, any related entities, or principal(s) of the Bidder within the last seven years. If the Bidder has ever been denied a Performance Bond, detailed information about the situation and resolution must be provided.
- d) A detailed description of the Bidder's driver recruitment program, including specific efforts that will be used to recruit quality personnel in Newtown must be provided. As a part of this submittal, a description of the process that will be used to comply with the preferential hiring requirements must be provided.
- e) Included in the qualifications of the Bidder is to be a brief resume summarizing the experience and qualifications of the terminal manager and other members of the managerial and supervisory staff who will be directly responsible for the performance of this Contract. Other managers and supervisory staff include

WDS

Bidder's Initials

2.3 INTERPRETATION OF BID DOCUMENTS

No interpretation of the meaning of the specifications or other Contract document will be made to any Bidder orally. Every request for such interpretation should be made in writing addressed to Ronald Bienkowski, Director of Business, Newtown Public Schools, 3 Primrose Street, Newtown, CT 06470, not later than five days prior to the date fixed for the opening of bids. Notice of any and all interpretations and any supplemental instructions will be sent to all Bidders of record by the School District in the form of addenda to the specifications. All addenda so issued shall be sent by certified mail with return receipt requested, by fax with receipt acknowledgement, by electronic mail (e-mail) with receipt acknowledged or will be available for pick up at the District's Business Office with signature acknowledging receipt, and shall become a part of the Contract documents. Failure of any Bidder to receive any such addendum or interpretation shall not relieve any Bidder from any obligations under his bid submitted. Electronic verification of the sending of the addendum materials by the District or its agent shall be sufficient record of compliance with this requirement. All addenda so issued shall be submitted with bids and acknowledged by the Bidder.

3. AWARD

- 3.1 The School District will endeavor to make an award within 60 days after the date of the bid opening, and all bids shall remain firm during that time period. The District further reserves the right to make awards following this initial 60 day period to any Bidder who has not provided written notice to the School District's Business Office that its bid has been withdrawn.

The District will evaluate every written bid submitted and reserves to itself the right to be the sole judge of which bid best meets the needs of the District. During the course of the Contract, the District reserves the right to negotiate changes in the scope, including the quantity of buses, and/or cost of the required services as well as changes in the scope and/or cost of the enhancements offered by the Bidder to the District.

3.2 Transportation Program

- 3.2.1 The Contract will be awarded for a period of five school years: 2012-2013, 2013-2014, 2014-2015, 2015-2016, 2016-17.

The program described herein covers the main aspects of the home-to-school transportation program operated by the District. A description of current Contracted services, which may be subject to change, and other related information is included in Appendix A.

- 3.2.2 The Contract will be awarded based upon a review by the District of all elements of the bid submitted, including mandatory and voluntary categories of information, and requested alternates.

variable nature of the services requested, the District reserves the right to modify the cost calculation to best meet its intended vehicle and service usage.

PROGRAM PROFILE FOR COST CALCULATION PURPOSES ONLY

HOME TO SCHOOL TRANSPORTATION SERVICES FOR AM & PM		
BID CATEGORY	ESTIMATED NUMBER	CALCULATION BASIS
1) Program Vehicles – 6½ Hours		
71/72 Passenger	28	183 Days
65/66 Passenger	5	183 Days
65/66 Passenger	1	143 Days
47 Passenger	3	183 Days
29 Passenger	None at Present	Not Included
Aides/Monitors	None at Present	Not Included
2) Mid-Day Program Vehicles – 1½ Hours		
71/72 Passenger	11	183 Days
65/66 Passenger	None at Present	Not Included
47 Passenger	Another Contract	Not Included
29 Passenger	None at Present	Not Included
3) Single Tier – AM & PM		
71/72 Passenger	None at Present	Not Included
65/66 Passenger	None at Present	Not Included
47 Passenger	None at Present	Not Included
29 Passenger	None at Present	Not Included
4) Late Runs, Shuttle, Excess Per Hour		
71/72 Passenger	174	Annual Volume
65/66 Passenger	None at Present	Not Included
47 Passenger	None at Present	Not Included
29 Passenger	None at Present	Not Included

3.2.3 Once the District receives bids, each element of the submissions will be reviewed. In order to clarify certain elements of a bid in order to better meet the District's needs, a meeting with one or more Bidders may be arranged to discuss their bids. Any changes to

be in addition to any and all of the legal remedies available to the School District as set forth in this paragraph 4.3 above.

- 4.4 It is mutually understood and agreed that the successful Bidder shall not assign, transfer, convey, sublet, or otherwise dispose of the Contract or its right, title, or interest herein, or its power to execute such Contract, or any part thereof to any person, company or corporation, without the previous written consent of the School District.
- 4.5 All of the documents listed in the Table of Contents to the specifications and bid forms, to include the General Conditions, Specifications, Notice to Bidder, and Addenda shall form a part of this Contract and the provisions thereof shall be binding upon the parties hereto. The term "Contract documents" shall include all of the aforesaid together with the Contract itself.
- 4.6 Each and every provision of law and clause required by law to be inserted herein and the Contract shall be deemed to be inserted herein and the Contract shall be read and enforced as though it were included herein, and if through a mistake or otherwise, any such provision is not inserted or is not correctly inserted, then upon the application of either party, the Contract shall forthwith be physically amended to make such insertion or any necessary correction.
- 4.7 Any Contract awarded hereunder is contingent upon approval, after review by Newtown Public Schools, with respect to technical conformance to said requirements. No Contract hereunder will become final and binding upon the parties unless and until the approval of said authorities with respect to said technical conformance is received by the District.
- 4.8 No action or failure to act on the part of the School District to enforce its rights or remedies under the Contract shall constitute a waiver of any right or remedy to which the School District is entitled, nor shall such action or failure to act on the part of the School District waive any duty on the part of the Contractor to perform under the Contract nor shall such action or failure to act constitute approval of or acquiescence in any breach thereunder, except as may be specifically agreed in writing.
- 4.9 Newtown Public Schools may terminate this Contract any time by a notice in writing from Newtown Public Schools to the Contractor. If the Contract is terminated by Newtown Public Schools as provided herein, the Contractor will be paid an amount which bears the same ratio to the total compensation as the services actually performed bear to the total services of the Contractor covered by this Contract, less payments of compensation previously made. The implementation of this termination clause would pertain to the lack of appropriate funding to operate the transportation program, or for "cause" due to violations of the operating requirements consistent with the terms in these specifications. The "lack of funding" or "cause" descriptions do not preclude any other rights afforded Newtown Public Schools under the terms as specified in the specifications or subsequent Contract documents, or as provided for in Municipal or State laws.

5. GUARANTEES BY THE SUCCESSFUL BIDDER

- 5.1 The District may at any time by a written order, require the performance of such extra work or changes in the work as it may find necessary or desirable. The School District reserves the right to add to, delete from, or otherwise change the number of buses, style of buses, use of buses or length of operating day, and/or the number of days requiring transportation under this Contract. The amount of compensation to be paid to the Contractor for any increase or decrease in work or services as so ordered shall be determined by the applicable prices, set forth in the Contract. The District shall not be liable for any extra work or increased compensation unless authorized by the District's written order.
- 5.2 All material, services, workmanship, and credit history shall be subject to inspection, examination and test by the District. The selection of bureaus, laboratories and/or agencies for the inspection and tests of services, supplies, materials, and equipment shall be made by the District.
- 5.3 The successful Bidder warrants and guarantees:
- 5.3.1 That Bidder is financially solvent and the Bidder is experienced in and competent to perform the type of work and to furnish the materials, supplies, and equipment to be performed or furnished by it. The Contractor shall furnish the annual cost of providing a Performance Bond in an amount equal to 100% of the estimated annual Contract to guarantee the faithful performance of all Contracts. The Performance Bond shall be maintained in full force and effect until the Contracts have been fully performed. The surety company furnishing the Performance Bond shall be authorized to do business in the State of Connecticut, must be satisfactory to the attorney for the District, and must be rated in A.M. Best's *Insurance Guide* as a "secured carrier" with a rating of "A-" or higher. The Performance Bond shall be furnished to the District at least 30 days before the initiation of Contract service, and a renewal bond shall be provided to the District at least 30 days prior to each subsequent Contract year. Failure to submit the required annual bond may result in termination of this Contract at the sole discretion of the District. The requirement for a Performance Bond will be determined solely by the District. However, for a bid to be considered, the bidder must demonstrate the ability to supply the required bond. Proof of bondability must be submitted with the bid.
- 5.3.2 That it shall procure and maintain solely at its own expense Workers Compensation, Connecticut Disability Insurance, and Connecticut Unemployment Insurance in amounts as required by law for all of its employees engaged in the performance of the proposed Contract. That it shall procure and maintain, solely at its own expense, such insurance coverages in the amounts and under the conditions set forth in Section 8.4 of the specifications. Certificates of insurance, where applicable, will be submitted to the District's Business Office no later than 30 days prior to the initiation of each Contract year.

- 5.3.3 That it will comply with Federal and State Fair Labor Standards Act minimum wage standards set by law as to all of its employees while they are engaged in work under any Contract between Contractor and School District.
- 5.3.4 That it will comply with the Connecticut Occupational Safety and Health Act ("OSHA") and the "Toxic Substances Act" ("Right To Know Act") with respect to all operations or activities on School District premises, and all other federal, state or local laws, rules or regulations concerning the handling and disposal of toxic or hazardous substances and wastes.
- 5.3.5 The Bidder will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, ancestry, age, disability, or marital status, or any other reason prohibited by law. Such action shall be taken with reference but not limited to: recruitment, employment, job assignment, promotion, upgrading, demotion, transfer, layoff, or termination, rates of pay or other forms of compensation, and selection for training or retraining, including apprenticeship and on-the-job training. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth provisions of this nondiscrimination clause.
- 5.3.6 The Contractor will state in all solicitations or advertisements for employees placed by or on behalf of the Bidder that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, country of national origin, age, disability, or marital status.
- 5.3.7 The Contractor will cause the foregoing provisions to be inserted in all Sub-Contracts for any work covered by this Contract so that such provisions will be binding upon each Sub-Contractor, provided that the foregoing provisions shall not apply to Contracts or Sub-Contracts for standard commercial supplies.
- 5.3.8 That it will comply with all State and Federal provisions for drug and alcohol testing and be responsible for any and all fines related thereto.
- 5.3.9 The successful Bidder will comply with any and all other applicable Federal, State, and/or local laws, rules, and regulations.
- 5.3.10 That the Contractor is an independent Contractor in the performance of this Contract and the School District is interested only in having the bus transportation services performed. For all purposes of this Contract, all bus drivers, monitors and others engaged by Contractor for the performance of this Contract shall be considered employees of Contractor and not Newtown Public Schools.

6. PAYMENTS

- 6.1 The acceptance by the Contractor of the final payment shall be and hereby is a release to the District of all liability to the Contractor for all things done or furnished in connection with this work and for every act and neglect of the District and others relating to or arising out of this work, excepting the Contractor's claims for interest upon the final payment, if this be improperly delayed.
- 6.2 Payments of any claim shall not preclude the School District from making claim for adjustment on any item found not to have been in accordance with general conditions and specifications.
- 6.3 The District may withhold from the Contractor so much of the payment due him as may in the judgment of the District be necessary to assure the payment of just claims then due and unpaid of any persons supplying labor or materials. The District shall have the right, as agent for the Contractor, to apply any amounts so withheld in such manner as the District may deem proper to satisfy such claims or to secure such protection. Such application of said money shall be deemed payments for the account of the Contractor.
- 6.4 Any Contract(s) awarded hereunder shall be contingent upon appropriation by the voters of funds sufficient to meet the District's operating costs, as budgeted by the Board of Education for each fiscal year. If the voters shall fail or refuse to appropriate the funds deemed necessary by the Board of Education, or if anticipated revenues of the District from Federal and State sources are reduced, the District reserves the right to cancel the Contract(s) upon 15 calendar days written notice without further liability to the Contractor(s).
- 6.5 Payments for services rendered under the provisions of a Contract awarded hereunder shall be made upon receipt of a proper itemized invoice. Such payments shall be made monthly on the basis of services already rendered. If the invoice is received by the 10th day of a given month, payment will be tendered within 30 days of receipt of invoice. No later than the last payment, there will be included any debit or credit due to audit of hours, number of vehicles used, or other mutually agreed to revisions that would affect the total yearly cost. The District will reimburse the Contractor for the cost of tolls incurred as a part of any necessary routing for the program. No toll costs will be reimbursed for any tolls incurred as a part of any dead head mileage. The cost of such tolls should be submitted with the detailed monthly billing, and receipts must be attached. The Contractor(s) shall maintain records during the term of the Contract(s) and for three years thereafter of the daily services provided to the District on a route by route basis, and shall submit such records upon request by the District for audit in support of each of the monthly invoices.

7. SAVINGS CLAUSE

- 7.1 The successful Bidder shall not be held responsible for any losses resulting if the fulfillment of the terms of the Contract shall be delayed or prevented by wars, acts of

public enemies, fires, floods, Acts of God, or for any other acts not within the control of the successful Bidder, except for strikes or labor unrest, and which by exercise of reasonable diligence he is unable to prevent.

8. SPECIFICATIONS

8.1 SCOPE

These specifications are intended to provide for school bus services for the transportation of students for Newtown Public Schools. Each Bidder must inform itself fully as to the conditions relative to the fulfillment of the Contract(s) proposed. In that regard, all Bidders are invited to review, among other things, the routing schedules used in the 2010-11 school year which can be accessed on the District's website, www.newtown.k12.ct.us, under the tab for Transportation.

It should be noted that the transportation program typically varies each year based upon a number of factors, including but not limited to, classroom locations, placements, and student requests. Therefore, the District envisions a bid based upon a price per vehicle for those vehicles necessary to meet the needs of the program as described herein. Any cost for aides or monitors that may be necessary should be indicated separately as they will be required as needed.

8.2 SCHOOL DISTRICT REPRESENTATIVE

The Superintendent of Schools or his designee will represent the Board of Education in all matters pertaining to the performance of this Contract.

8.3 BID BOND

Bidder will be required to furnish, at its own expense, a bid bond or certified check in the amount of 10% of the calculated bid amount for the Contract(s). The bid bond or certified check will be deposited with the Business Office of the District as a guarantee that the Contract will be signed and delivered by the Bidder, and in default thereof, the amount of such check or bid bond shall be retained for use of Newtown Public Schools as liquidated damages on account of such default.

8.4 INSURANCE

Compliance with Insurance Requirements:

8.4.1 The bid submitted by the Bidder must include a letter from either the Bidder's insurance company or insurance agent stating that the insurance policies that will be issued to and carried by the Bidder will include all of the insurance coverage and limits that are required in this Request for Bid. The insurance company that issues the policies on behalf of the Bidder must be licensed to do business in the State of Connecticut and must be rated by the A.M. Best with a rating of "A-" or higher.

8.4.3 The policy or policies carried by the Bidder shall be primary and non-contributory with respect to any policy or policies carried by the Town of Newtown or the Newtown Board of Education.

The policy or policies carried by the Bidder shall contain a provision that coverage will not be cancelled or non-renewed until at least 30 days written notice has been given to the Board of Education.

The Bidder shall self insure any applicable deductibles, and the Bidder shall agree to indemnify the District for any applicable deductibles.

8.4.4 The limits as outlined herein are strictly minimum amounts. The District encourages the use of higher limits and assumes no liability in the event that claims are presented against the Contractor for amounts in excess of these minimum limits.

8.4.5 The Contractor shall deposit with the District satisfactory evidence of insurance (including renewals) showing minimum coverage as required above with proof of premiums paid up-to-date. Annual binders evidencing insurance coverages shall be provided to Newtown Public Schools no later than August 1 of each Contract year. It is the Contractor's responsibility to initiate this submission, and the lack of any specific request from the District does not eliminate the mandate. Failure to provide annual binders in a timely manner shall be considered a Contract default consistent with the provisions of these specifications.

8.4.6 The Contractor shall defend, indemnify and hold the Board, the Town and their respective officers, employees and agents harmless from any and all loss, liability, damage, penalty, expense or fee, including attorneys' fees, or other costs or obligations that result from, or arise out of the performance of the Contractor, any employee, agent or personnel or breach of the obligations of Contractor, any employee, agent or personnel under this Contract.

8.4.7 All insurance certificates shall state that the policy will not be canceled nor coverage thereunder be reduced or limited without 30 days prior written notice to the District. It shall further state that a similar 30 days prior written notice will be given to the District prior to the expiration of the policy if renewal coverage is to be refused or such coverage is to be reduced on renewal. Such certificates shall show the name and address of the insured Contractor, the policy number, the type of coverage, the inception and expiration dates, and it shall clearly state what, if any, coverages are excluded by endorsement or otherwise excepting such as appear in the standard printed policy itself that relate to this Contract. The District reserves the right to make direct inquiry to the insurance carrier for an explanation of coverages and the Contractor agrees to assist in obtaining any such desired information.

8.4.8 In fulfilling the obligations of the Contract(s), care must be exercised by the Contractor to avoid damage to or disfigurement of the buildings, equipment, driveways, or other property of the District. The Contractor shall be required to make the necessary repairs at its expense, as soon as possible after the damage occurs, for any property damaged by the Contractor or its employees.

8.5 BOOKS AND RECORDS

The Contractor shall consent and agree to audits of any and all financial records relating to the proposed Contract by Newtown Public Schools. It is also understood that any records maintained by the Contractor in connection with the performance of obligations arising out of the Contract may be examined at a mutually agreeable time by duly authorized representatives of the District, and all records shall be kept for a minimum of three years following expiration of the Contract. The Contractor shall also allow School District representatives proper access to garage facilities and buses for purposes of review and inspection.

8.6 TERM

The term of the Contract shall be for a five year period beginning July 1, 2012 and ending June 30, 2017.

8.7 CONTRACTOR'S RESPONSIBILITIES

8.7.1 Personnel Matters

All transportation personnel shall be the responsibility of the Contractor and shall be the Contractor's employees. All supervisory personnel, drivers, mechanics, and bus monitors (currently referred to by the District as "aides") must meet all legal and regulatory requirements for holding their respective positions, and shall in all respects be in compliance with all requirements of law, ordinance or regulation of the Department of Motor Vehicles, including all required driving, licensing, training and certification. In addition, the Contractor will be responsible for fulfilling the fingerprinting requirements, background check requirements, and drug and alcohol testing requirements pursuant to all Federal Department of Transportation, State Education Department, State Department of Motor Vehicles regulations, and State law. All drivers under this Contract shall be paid a minimum of \$13.50 per hour during this Contract term.

8.7.1.1 It is recognized that for the protection of the children, drivers and all other persons coming in contact with the children must be of stable personality and of the highest moral character. The District places upon the Contractor, and the Contractor agrees to accept, the full responsibility of assuring such qualities in personnel. The Contractor agrees to not allow any person to drive a school bus or serve as a bus monitor, whose moral character is not of the highest level or whose conduct might in any way expose any child to any

impropriety of word or conduct whatsoever. Nor shall the Contractor allow any person to drive a school bus or serve as a bus monitor who is not physically and/or emotionally capable of performing the essential functions of their job, with or without accommodation. All drivers and bus monitors must understand and speak English. No person who is serving a sentence in a penal or correctional institution shall be employed or work under this Contract.

- 8.7.1.2 The services included in these specifications are currently being provided by 33 independent contractors. The Board acknowledges that the independent contractors working in the Town have unique knowledge and experience for their positions and the successful Bidder should take into account these attributes in making its hiring decisions if these independent contractors apply for employment with the successful Bidder. The Board recognizes and respects that any person hired by the successful Bidder must meet its employment requirements. Should the successful Bidder request, the School District will facilitate setting up interviews with these drivers.

The responsibility for hiring and discharging personnel with respect to all obligations arising from the Contract shall rest entirely upon the Contractor, and the Contractor agrees not to enter into any agreement or arrangement with any employee, person, group or organization which will in any way interfere with the ability to comply with this requirement, except as otherwise required or permitted by law. The Contractor further agrees that the School District, solely in its discretion, shall have the right to remove, reject, or direct replacement of any routing supervisor, dispatcher, bus driver, mechanic, or monitor. The Board of Education reserves the right, in the exercise of its sound discretion, to reject drivers or bus monitors or to direct that they be replaced, without being limited to considerations of health and driving records.

- 8.7.1.3 A "terminal manager" (or similar function/title) will be provided by the Contractor hereunder. Said manager will be directly responsible for contacts with parents regarding transportation problems within the District; provided, however, that all such routing and parent contacts are authorized by officials of the District as designated by the District's Superintendent of Schools or designee. Said supervisor also shall be responsible for compliance by drivers with all District transportation policies, all statistical studies and reports required by the District, including those items necessary for State of Connecticut purposes, and monthly reports on pupil load, driver and student discipline problems and accident reports. Said manager and his duly authorized designee, shall arrange with the District to be available during all hours that services are being performed pursuant to the Contract, as well as prior to the beginning of each day's hours of service, and for meetings with representatives of the District. The manager is required to meet all State regulations and training requirements.

The District reserves the right to have its doctor examine anyone providing service under this Contract with the cost of such examination at District expense.

All employees of the Contractor will be drug-tested prior to employment and randomly thereafter in compliance with all Federal and State laws and regulations. The Contractor will submit proof of drug testing to Newtown Public Schools for each employee prior to their driving buses in its transportation system.

- 8.7.1.8 The Contractor shall submit to the District no later than 14 days prior to the beginning of each Contract year a list of the names, addresses, and Connecticut driver's license numbers of all regular and substitute drivers, and all regular and substitute bus monitors, employed to provide the services required hereunder, and said list shall be updated by the Contractor by adding or deleting such information regarding any such driver or monitor hired or terminated after that date and at the time such hiring or termination takes place.
- 8.7.1.9 The Contractor shall at all times have stand-by drivers in the event of mechanical or other difficulties to maintain and provide the services which are required under this Contract.
- 8.7.1.10 The Contractor shall be responsible for providing practice and instruction to the drivers and monitors with regard to the location, use and operation of the emergency door(s), fire extinguisher(s), first aid equipment, windows and roof hatches as means of escape in case of accident. Similar drills for students may be held under the general supervision of the District at such times and in such fashion as may be required by the applicable regulations of this State or the law.
- 8.7.1.11 The Contractor will inform all personnel providing services under the Contract that changes in routes, stops or schedules may be made only with the prior approval of the District. Additionally, prior to the opening of schools and throughout the year(s), all drivers shall traverse their assigned routes until they become familiar with all stops and roads. Stand-by and substitute drivers shall also become familiar with the routes to ensure efficient operation of the system in the event that the assigned driver is not available to operate the route.
- 8.7.1.12 The Contractor, along with the respective driver, will be responsible for the safety and supervision of the children transported under the Contract. No pre-school or kindergarten children are to be released without supervision. If there is no one to meet the child, or if the child is not with a sibling, the child is to be kept on the bus and dispatch is to be notified IMMEDIATELY.

- 8.7.1.13 No alcoholic beverages or illegal intoxicants may be brought to or consumed upon the District's premises or buses utilized pursuant to the Contract by any employee of the Contractor, nor shall any employee be under the influence of or impaired by any alcoholic beverages, illegal intoxicants or prescription drugs, nor shall any employee transfer, sell or provide intoxicants, drugs or tobacco products to students or vehicle occupants. Additionally, no smoking is allowed on the buses, or on school property, by Contractor's employees prior to or during the provision of services to the District's students. The Contractor is required to fully inform its employees of this provision.
- 8.7.1.14 Each driver will remain aboard his or her assigned bus at all times that pupils are aboard said bus.
- 8.7.1.15 Under no circumstances shall a driver refuse to pick up or discharge a pupil at an established school bus stop, unless authorized by the District, nor shall a driver remove a pupil from a bus providing services hereunder before reaching the pupil's intended destination, except in the case of an emergency.
- 8.7.1.16 The Contractor shall provide a dispatcher at a designated telephone number to answer calls concerning daily service, including missed service and late pickups or drop-offs. Said dispatcher will maintain contact with the District until the last student is off the last bus and the dispatcher notifies the District that all of the students have been delivered to the designated drop-off point. The Contractor shall be responsible for maintaining services and facilities each day until the District is so notified.
- 8.7.1.17 The Contractor will have access to the Internet, and the Contractor is responsible for the training necessary to allow the Contractor's employees to maximize the use of this resource. The Contractor will have email accounts assigned and they shall be checked regularly by the Terminal personnel. The Contractor must ensure that the terminal has sufficient computer equipment to allow the use of common word processing and spread sheet programs. In order to facilitate communications with the District in similar formats, the use of Microsoft Word and Excel are strongly recommended.
- Prior to the effective date of the Contract, the bidder will have read only access to Versatrans, the District's routing software. The District's objective is to have the Contractor assume routing responsibilities as soon as practical for the purpose of improving the efficiency of the District's transportation system and potentially reducing the number of required buses.
- 8.7.1.18 Some vehicles provided under this Contract that may require performing home-to-school services shall include a bus monitor provided by the Contractor. For purposes of this Contract, the use of the terms bus monitor, monitor, or aide are interchangeable. All monitors must be prepared to assist

students to and from the threshold of the property, and they must assist the handicapped pupil in entering and leaving the vehicle. While this is not to be construed as requiring monitors to carry a pupil, it does mean assisting by lifting legs, carrying books, or otherwise assisting handicapped pupils to enter and leave buses. In addition, drivers must be prepared to provide a certain amount of reasonable assistance, as circumstances may deem necessary.

Monitors must also perform mandated functions of clearing the danger zones on the outside of buses, and assisting the drivers in the management of students and performance of standard discipline functions. The bus monitor is an important function in meeting State Regulations relative to loading and unloading safety issues, while also enhancing the transportation functions by assisting students in need and supplementing the student management functions on the bus. The Contractor shall provide the monitors with appropriate training to meet these goals when necessary.

The Contractor shall be responsible for communicating with monitors their responsibilities, and any monitor not willing to comply with these requirements shall be removed and replaced.

There may be situations where the District assigns a teacher to a vehicle or student. The Contractor will facilitate this process.

All drivers, substitute drivers, and monitors are required to be Cardio Pulmonary Resuscitation (CPR) certified and first aid certified. This requirement is for the benefit of Newtown students transported daily, and indirectly for the benefit of Newtown residents. To insure compliance with this requirement, The Board of Education will fund this program for the Contractor's employees used in direct performance of this Contract.

8.7.2 Vehicles

8.7.2.1 It shall be the responsibility of the Contractor to provide a sufficient number of school buses, with sufficient capacities to adequately meet the needs of the District. The District prefers that the vehicles used under this Contract be garaged and maintained in Newtown. If they are not, the District will not pay for deadhead miles/time for vehicles garaged and maintained in facilities outside the District. All vehicles will have valid Connecticut Department of Motor Vehicles operating certificates and be maintained in safe and suitable condition for operation. It is the responsibility of the Contractor to provide safe, proper, and appropriate maintenance on vehicles used during the term of this Contract.

In addition to the necessary vehicles to meet the scheduled needs, the Contractor is required to have at least 10% of the total fleet as spare vehicles located at such a place to insure that the spare vehicle can respond to a

vehicle need within 30 minutes. Stand-by drivers must be available to operate these vehicles.

- a. The 2011-12 program will be operating with twenty-six 71 passenger vehicles, five 65 passenger vehicles, two 20 passenger vehicles and one 35 passenger vehicle. (Another Contractor is providing six 35 passenger vehicles for regular day-to-day service that is not part of this bid.)
- b. There shall be no buses used in the performance of this Contract over eight years old, with an average fleet age of five years. Vehicle ages for compliance with this provision are calculated at the beginning of each school year by taking the current calendar year and subtracting the model year. For example, a 2009 model year bus would be considered three years old for the 2011-2012 school year. All buses added by the Contractor must not be older than three model years old at the time of addition to the fleet, with the exception of any buses designated as a spare vehicle only. Spare vehicles added to the fleet shall be no older than five years and shall have less than 80,000 miles at the time of addition. The average fleet age calculation would be performed at the beginning of each school year unless the School District determined that the Contractor removed "newer" vehicles during the school year once the average age calculation was performed. Should this blatant violation of the Contract occur, the District reserves the right to terminate the Contract pursuant to the termination procedures as detailed herein.
- c. SOS lights, flashing semaphore, crossing gates, "Child Check Mate" or equivalent system, and any other equipment as promulgated by law on any new buses.
- d. Two-way radios of at least 45 watt capacity, business band sufficient to reach all vehicles in operation from the most distant point to the dispatching station, which shall be maintained in operable condition at all times by the Contractor. No vehicles shall be operated outside the District boundaries without an operating radio (that can be heard from the base station) and/or a cell phone. Certain areas of the District have historically experienced poor radio coverage. In areas with poor coverage, alternative emergency communications procedures or equipment (i.e. cell phone; repeater station) must be provided by the Contractor. All Contractor owned vehicles must contain radios that properly integrate with the District's system; specifications will be provided.
- e. Should new legislation require child restraints and/or other safety measures for students being provided service under this Contract, it shall be the Contractor's responsibility to comply with the law.
- f. Vehicle numbers and company name and telephone number must be displayed appropriately on each vehicle as required by the Department of

Motor Vehicles. All lettering must be in accordance with State regulations. Special lettering may be required by the School District, such as route numbers, letters, and/or school names.

- g. Buses used to transport students shall not display any advertisement, political or otherwise, either inside or outside of the vehicle without the expressed written consent of the School District.
 - h. Buses transporting students must be restricted to the transportation of students and/or authorized personnel only.
 - i. All buses used in the performance of this Contract for home-to-school services must be equipped with a single, digital, color camera recording system with audio.
 - j. The Superintendent of Schools, or designee, reserves the right to reject buses to be used under this Contract. In the event of rejection, the Contractor will be fully responsible for replacing those rejected vehicles.
 - k. On request, the Contractor must provide the Board with copies of vehicle maintenance records. The Contractor shall establish a daily inspection program of all vehicles and equipment and shall keep written records showing such inspections so that the Board or its authorized agent may, at any time, request the written record of the inspections made by the Contractor. Such records shall be on a form approved by the Board.
- 8.7.2.2 Bidders are required to provide with their bid, on **Appendix B**, the make, model, year, fuel type and seating capacity of each vehicle to be supplied during the initial year of the Contract. If vehicles are to be purchased to fulfill this Contract, a letter from the sales agent or vehicle distributor as to vehicle(s) descriptions and availability must be enclosed with the bid.

8.7.3 Facilities

Contractor shall be responsible for providing all transportation related facilities used in the performance of this Contract. Bidder will provide details on the proposed site(s) to be used to house, maintain, and operate the required bus fleet. Specific information on facility address, size of buildings and parking areas, and features of site(s) may be included with the Bid. If the proposed site(s) is/are not currently under the control of the Bidder (as demonstrated by appropriate documentation), sufficient documentation as to the option to lease or purchase the site(s) must be submitted. The District reserves the right to inspect the terminal(s).

Newtown Public Schools would prefer that the transportation facility be located within the Town of Newtown. However, if a suitable site is not available in the

Town, the Contractor may operate from a location within 20 minutes of the Town. Specific information about this site must be provided pursuant to this section in order to allow the District the ability to evaluate the suitability of the deadhead travel. The District will not reimburse the Contractor for any operating time or fuel resulting from any deadhead miles.

8.7.4 Fuel

8.7.4.1 The Board of Education will furnish the Contractor, without charge, with the fuel necessary for the performance of the transportation required by Newtown Public School's transportation program. The amount furnished will be limited to the amount actually used in the performance of the Contract, or to 2,200 gallons per vehicle per school year, not to exceed 81,400 gallons in the aggregate for 37 school buses. This total will be adjusted up or down in writing based on vehicles added or deleted.

The District currently utilizes the services of the Town Highway Department fuel site. The District reserves the right to designate the vendor to supply the fuel. Should the Contractor receive the District's permission to utilize another vendor or source, the District will not be responsible for any taxes associated with the costs of the fuel, or any incremental charges that would not be incurred should the District's designated location be utilized.

8.7.5 Tolls

The cost of tolls incurred by the Contractor for regularly scheduled routes or trips will be reimbursed by the District upon presentation of receipts. Tolls for any "deadhead" trips will not be reimbursed.

8.7.6 Advertising

Vehicles used in performance of this Contract to transport pupils of the District shall not be used to display, either inside or outside of the vehicle, any advertisement (commercial, political, or other) without the prior written authorization of the Superintendent of Schools or his designee.

8.8 SAFETY REQUIREMENTS

School transportation vehicles must be operated at all times by capable and competent personnel at safe and reasonable rates of speed. The Board of Education, through the Superintendent of Schools, reserves the right to require any and all reasonable precautions for the safety of students in their transportation to and from school. All students are to enter and leave vehicles at the curb (except handicapped students who may have specialized loading requirements), and at no time are pupils to be transported off the public highways.

- c. Comparable transportation from all non-public schools covered by this Contract on days when Newtown Public Schools has other than regular dismissals.
- d. Early dismissals of any and all schools for parent conferences, special events, weather or civil emergencies, etc. On various occasions through the year, the public schools may dismiss early (day before Thanksgiving; last day of school; etc.), or selected schools may dismiss early (high school exams). The Contractor shall accommodate these early dismissals at no additional cost to the District.
- e. Dismissal as required during January and June examination weeks in the high school.
- f. The Contractor will delay, at no additional cost to the District, the morning routes by up to 90 minutes on any day that the Superintendent of Schools institutes a delayed opening of school due to adverse conditions.

8.9.8 The Contractor will supply updated route descriptions, provide mileage and any other additional information deemed necessary by the District.

8.9.9 **TRIAL RUNS**

On a day established by the District within one week prior to the first day of service under the Contract, each regular driver will make at least one trial AM and PM run to include all stops assigned on the route. The Contractor will provide this information to the District in order to correct any routes where there is an indication of an inability to regularly perform to schedule and to safely serve the pupils. Contractor must provide written verification of this trial run process to the District no later than one week prior to the beginning of school of each Contract year. Trial runs must be operated during the typical AM and PM times in order to replicate common traffic issues and related times. The cost of the trial runs shall be borne by the Contractor and will not be billed to the District.

8.10 **OPERATING MATTERS**

8.10.1 **District Operating Policies:** Contractor shall conform to and abide by the policies, rules, and regulations of the School District as set out in the present written policies and rules of the School District, relevant to student transportation, as modified by current practice, and such other future regulations as may reasonably be required by the District, with the consent of the Contractor. See Attachment.

and the Superintendent of Schools, in the manner as prescribed by District policy and procedure. The Contractor shall follow the discipline operating procedures as defined by the District.

8.10.5.3 Student Counts: A student count is required at least four times per school year. The Contractor will provide whatever assistance is requested to assist the District in the compilation of this data.

8.10.6 Driver's Daily Reports: If required by the Superintendent of Schools or his designee, each bus driver shall file a daily report on a form approved by the Superintendent of Schools describing road condition, pupil behavior, and mechanical condition of the bus, which forms are to remain open for inspection by the Superintendent of Schools or her/his agent during business hours.

8.10.7 Rights To Property: As a condition of this Contract, the Contractor agrees to allow School District administrative personnel or their authorized representative(s) on any property connected with the service provided to the School District for the purpose of inspection at any time. The Contractor shall also make the garage facility available for inspection of equipment by school personnel.

8.10.8 Only those children, adults or other person(s) authorized by the District to be transported shall be transported under the Contract. The Contractor shall agree to secure the prior written approval of the District before agreeing to undertake the transportation of pupils for other Districts, schools or individuals in conjunction with the trips specified in this Contract, and to furnish the District with copies of each such related Contract with another school, District or individual for such transportation. The District reserves the right to assign students from other School Districts to buses/routes. The District reserves the right to require financial credit against stipulated vehicle charges for any additional services provided by the Contractor to other parties. The amount of the credit will be determined based upon discussions between the District and the Contractor.

The Contractor agrees to cooperate fully with the District's policy of cooperative transportation with other School Districts.

8.11 BASE PROGRAM BID

See detailed bid form.

8.12 CHANGES IN BASE PROGRAM

Should changes in the District operation require an increase or decrease in the number of vehicles needed to properly operate the program, the Contract shall be amended to reflect

the change by using the bid amount quoted per vehicle per day (by ownership type or per hour) on the bid form. Such modifications shall reflect the appropriate renewal increases.

The District must be notified within 10 days of any changes in vehicle times that will result in a change in Contract compensation. Failure by the Contractor to notify the District of such changes will result in the loss of any additional compensation that may be due to the Contractor pursuant to these specifications.

8.13 COMPLIANCE REQUIREMENTS

8.13.1 COMPLIANCE WITH TITLE IX REGULATIONS

In compliance with Title IX, Education Amendments of 1972 (prohibiting sex discrimination in education), the District requires any person, organization, group or other entity with which it Contracts, sub-Contracts, or otherwise arranges to provide services or benefits (including bids) to comply fully with Title IX.

TITLE IX STATES: NO PERSON SHALL, ON THE BASIS OF SEX, BE EXCLUDED FROM PARTICIPATION IN, BE DENIED THE BENEFITS OF, OR BE SUBJECTED TO DISCRIMINATION UNDER ANY EDUCATION PROGRAM OR ACTIVITY RECEIVING FEDERAL FINANCIAL ASSISTANCE.

8.13.2 COMPLIANCE WITH THE AMERICAN WITH DISABILITIES ACT AND SECTION 504 OF THE REHABILITATION ACT OF 1973

In compliance with the American with Disabilities Act and Section 504 of the Rehabilitation Act of 1973, (prohibiting discrimination against any person who is qualified with a disability), the District requires that any person, organization, group, or other entity with which it Contracts, sub-Contracts, or otherwise arranges to provide services or benefits to comply fully.

8.14 CONTRACT

The successful Bidder shall be required to execute a Contract on the appropriate form furnished by the District that shall contain such other further additional provisions as are contained in the Contract document. The Contract shall be subject to the approval of the Superintendent of Schools and the Board of Education. Contract will be developed based on bid specifications. This Contract shall contain a default provision for all obligations of Contractor contained in the bids, certifications, general conditions, specifications, and said Contract. The successful Bidder, upon failure or refusal to execute and deliver the Contract, or such bonds or insurance as required by the Contract, within 21 days, after he has received notice of the acceptance of his bid, shall forfeit to the owner, as liquidated damages for such failure of refusal, the security with his bond.

8.15 TERMINATION OF CONTRACT BY BOARD WITHOUT DEFAULT

Newtown Public Schools may terminate the Contract any time by a notice in writing from the School District to the Contractor. If the Contract is terminated by Newtown Public Schools as provided herein, the Contractor will be paid an amount that bears the same ratio to the total compensation as the services actually performed bear to the total services of the Contractor covered by this Contract, less payments of compensation previously made. Any pre-payments made to the Contractor by the School District pursuant to the terms of these specifications shall be adjusted and any monies that should be refunded to the School District shall be remitted within 15 days. The implementation of this termination clause would pertain to the lack of appropriate funding to operate the transportation program.

8.16 CONTRACTOR'S DEFAULT

If at any time during the term of the Contract, the Contractor, in the sole discretion of the Board, (a) has failed to provide the level of services required under the Contract; (b) has failed to fulfill services required in accordance with agreed schedules; (c) has become insolvent; (d) makes an assignment for the benefit of creditors; (e) files a voluntary petition in bankruptcy; (f) is subject to an involuntary petition in bankruptcy not discharged within 30 days; (g) abandons the work; (h) subcontracts, assigns, transfers, conveys or otherwise disposes of its obligations under the Contract other than as provided herein; (i) fails to provide the insurance required in the Contract; (j) fails to provide the Performance Bond required by the Contract; or (k) fails to comply with any other term or condition contained in the Contract, the Board shall have the right to terminate the Contract upon written notice to the Contractor.

The above remedies are in addition to any other remedies the Board may have.

In the event of cancellation of the Contract and the necessity to bid or otherwise negotiate a new contract for transportation service with another contractor, the Contractor will be responsible for indemnifying the Board for costs incurred in obtaining a new contract including any and all increase in costs for transportation service for the duration of the term of the original Contract, irrespective of the Performance Bond.

In addition, in the event that the buses contracted for herein are unavailable for service, the Contractor shall be considered in default and the School District shall be free to contract with any other person or company for bus service. In addition, one-day cessation of bus services shall constitute a default of the Contract. Cessation of bus service shall mean the absence from service of more than four vehicles on any day.

In the event of a cessation of service because of a labor dispute, strike, or other cause beyond the control of the Contractor, the Contractor shall notify the School District as soon as such information becomes known to it, and the School District shall be free to make interim arrangements for bus service. The Contractor shall obtain temporary

- 8.17.4 If at any time the Contractor uses a driver in the performance of this Contract who has not been approved by the District and/or does not meet the requirements of the State of Connecticut, the Contractor is liable for deductions of \$175 per day from the monthly billing for service for each driver so employed, plus the per diem cost for the vehicle for that day.
- 8.17.5 In the event a strike or other occurrence causes an interruption of services for more than 24 hours, Newtown Public Schools shall have the right to secure such other transportation as may be necessary and charge the cost of same to the account of the Contractor. There will be no payment to Contractor for days no service is provided, and Contractor is responsible for financial liability to District.
- 8.17.6 Two-way radios of at least 45 watt capacity, business band sufficient to reach all vehicles in operation from the most distant point to the dispatching station, which shall be maintained in operable condition at all times by the Contractor. No vehicles shall be operated outside the District boundaries without an operating radio that can be heard from the base station, and/or a cell phone. Certain areas of the District have historically experienced poor radio coverage. In areas with poor coverage, alternative emergency communications procedures or equipment (i.e. cell phone; repeater station) must be provided by the Contractor. The Contractor shall provide the District with a base station and frequency to allow the District to monitor radio transmissions. All radios or cell phones must be utilized consistent with Federal and State usage regulations. A \$125 per day per bus penalty shall be assessed for any vehicle that does not comply with this requirement.
- 8.17.7 The School District shall have the right to terminate the Contract upon 60 days notice where the Contractor has failed to meet its obligations under the Contract, as evidenced by non-performance damages pursuant to this Section 8.15, that equal or exceed \$5,000 in any Contract year. It is understood and agreed to by the Contractor that the assessment of penalties set forth in this Section 8.15 above shall be in addition to the right of the School District to terminate this Contract for any of the reasons set forth in Section 8.15 and that in the event of termination, the above penalties will be applied for the full period of non-compliance within any applicable notice period. In the case of termination under this Contract, the School District shall also have the remedies to which it is entitled pursuant to Section 4.3 of the Contract documents. The rights of the School District under this paragraph shall not impede or limit the rights of the School District pursuant to Section 4.3 of the Contract documents and shall be in addition thereto.
- 8.17.8 Shuttle transportation is an important element of the District's educational program. Therefore, it is expected that the Contractor will meet the District's needs given that the District duly informs the Contractor of any trip at least 24 hours ahead of said trip. Failure by the Contractor to provide the necessary driver(s) will result in a \$75 per missed trip penalty deduction from any payments due to the Contractor under this Contract, and a reimbursement to the District for any financial damages that the District may incur as a result of the missed trip (e.g., entrance fees, etc.)

APPENDIX A

SCHOOL BUS TRANSPORTATION PROVIDED UNDER CURRENT CONTRACTS

School bus transportation services are provided by a system of 34 independent contractors and MTM Transportation, along with other private vendors routed and dispatched by two Transportation Coordinators located at the Board of Education offices at the Municipal Center. The Transportation Department operates from 6:00 a.m. until 4:30 p.m. The current system of bus routes for local regular education requires that we travel a total of approximately 4,525 miles per day, or close to 828,000 miles per year, utilizing 48 vehicles.

Our Owner/Operator fleet is comprised of 26 diesel buses with a 71 capacity, five diesel with 65 capacity, and three diesel mini buses (two with 20 capacity and one with 35 capacity). The MTM fleet is comprised of three diesel buses with a 65+ capacity, four 47 passenger diesel buses, four mini-buses, three diesel wheel chair buses and 14 vans. The Board of Education owns one van. The District is 60.38 square miles and provides transportation for approximately 6,000 students.

The Newtown Transportation Department serves seven public schools, and three private schools in Newtown St. Rose, Fraser Woods, and Housatonic Valley Waldorf School. We also service Nonnewaug High School in Woodbury, and Henry Abbott Tech and the Danbury Magnet School in Danbury.

Tier One- High School/Middle School

High School/Middle School uses 47 buses to transport 1,745 High School Students and 918 Middle School students for a total of 3,408 students with a total of approximately 745 stops.

It transports four students to Nonnewaug High School using a van.

Henry Abbott Tech students ride the High School/Middle School buses and board a bus to HAT at the High School. There are 45 HAT students.

Tier Two – Reed/Hawley/St. Rose

St. Rose uses 10 buses to transport 292 students making 149 stops.

Reed/Hawley uses 32 buses with approximately 574 stops.

We transport 428 Hawley students and 920 Reed students for a total of 1,348 students.

Total number of stops in Tier Two is 723.

We also service Fraser Woods and Housatonic Valley in Tier Two.

These schools are transported by MTM. They use two buses for Housatonic Valley and three buses and two vans for Fraser Woods.

We have 49 students at Fraser Woods and 29 students at Housatonic Valley with a total of 32 stops.

Danbury Magnet students ride the Reed/Hawley buses to Reed school and then board a bus to the Magnet school. We have 40 Magnet students.

Tier Three – Sandy Hook, Middle Gate, and Head O'Meadow

Sandy Hook uses 14 buses to transport 580 students making 188 stops.

Middle Gate uses 11 buses to transport 499 students making 198 stops.

Head O'Meadow uses 10 buses to transport 387 students making 158 stops.

This schedule is repeated in the afternoon for local schools.

Henry Abbott Tech, Nonnewaug, and Magnet students are taken home directly from school at the end of the day.

Mid-Day Kindergarten (11 Owner Operators;6 MTM)

Howley uses four buses to transport 69 students making 46 stops.

Wedy Hook uses five buses to transport 92 students making 57 stops.

Middle Gate uses four buses to transport 103 students making 68 stops.

Head O'Meadow uses four buses to transport 61 students making 43 stops.

NOTE

This bid request does not cover any of the district's required special needs or out of district transportation as these services are provided by MTM Transportation of Newtown through contract expiration of June 30, 2014.

This bid request also does not include any district field or athletic trips as these services are provided by McCutchan Transportation of Newtown through contract expiration of June 30, 2012.

This bid request is for home-to-school transportation only which is now provided by Newtown independent owner/operators using 37 vehicles. These contracts expire on June 30, 2012.

APPENDIX C

SCHOOLS WITHIN NEWTOWN

HAWLEY ELEMENTARY SCHOOL
29 CHURCH HILL ROAD
NEWTOWN, CT 06470-1644
(203) 426-7666/FAX: (203) 270-6543
PROJECTED ENROLLMENT: 401

SANDY HOOK ELEMENTARY SCHOOL
12 DICKINSON DRIVE
SANDY HOOK, CT 06482-1298
(203) 426-7660/FAX: (203) 426-2649
PROJECTED ENROLLMENT: 527

MIDDLE GATE ELEMENTARY SCHOOL
7 COLD SPRING ROAD
NEWTOWN, CT 06470-2600
(203) 426-7642/FAX: (203) 426-0326
PROJECTED ENROLLMENT: 472

HEAD O'MEADOW ELEMENTARY SCHOOL
94 BOGGS HILL ROAD
NEWTOWN, CT 06470-1915
(203) 426-7670/FAX: (203) 270-9610
PROJECTED ENROLLMENT: 357

REED INTERMEDIATE SCHOOL
3 TRADES LANE
NEWTOWN, CT 06470
(203) 270-4880/FAX: (203) 270-4899
PROJECTED ENROLLMENT: 881

NEWTOWN MIDDLE SCHOOL
11 QUEEN STREET
NEWTOWN, CT 06470-2172
(203) 426-7642/FAX: (203) 270-6102
PROJECTED ENROLLMENT: 816

NEWTOWN HIGH SCHOOL
12 BERKSHIRE ROAD
SANDY HOOK, CT 06482-1398
(203) 426-7689/FAX: (203) 426-6573
PROJECTED ENROLLMENT: 1,744

ST. ROSE
46 CHURCH HILL ROAD
NEWTOWN, CT 06470
(203) 426-5102/FAX: (203) 426-5374
PROJECTED ENROLLMENT: 440

FRASER WOODS
173 SOUTH MAIN STREET
NEWTOWN, CT 06470
(203) 426-3390
ENROLLMENT 62/TRANSPORTING 40

HOUSATONIC VALLEY WALDORF SCHOOL
40 DODGINGTOWN ROAD
NEWTOWN, CT 06470
(203) 464-1113
ENROLLMENT 30/TRANSPORTING 20

APPENDIX D

MONTHLY REPORT TO ADMINISTRATION
FOR _____, 20__

- 1. # Full Operating Days Scheduled For This Month _____ days
- 2. # Full Operating Days Actual For This Month _____ days
- 3. # Full Operating Days Remaining - Year-To-Date _____ days
- 4. # Full Operating Days Actual - Year-To-Date _____ days

5. Home to School Mileage:	<u>Monthly</u>	<u>Year-to-Date</u>
a. Regular Runs	_____	_____
b. Private/Parochial	_____	_____
c. Other (describe	_____	_____
d. Total Home-To-School	_____	_____
6. Special Runs Mileage:		
a. Shuttles	_____	_____
b. Special Trips	_____	_____
c. Other (describe)	_____	_____
d. Total	_____	_____
7. Hours - Special Runs:		
a. Shuttles	_____	_____
b. Special Trips	_____	_____
c. Other (describe)	_____	_____
d. Total	_____	_____

8. Accident Information
Please describe any incidents including driver, bus number, cost, explanation: _____

9. Safety and training activity - please describe: _____

10. Operating changes new this month (new routes, policies, procedures, etc.): _____

**APPENDIX E
STUDENT TRANSPORTATION BID
FORM OF BID
DUE DATE JUNE 23, 2011**

NEWTOWN PUBLIC SCHOOLS
BUSINESS OFFICE
3 PRIMROSE STREET
NEWTOWN, CT 06470

BASE BID

HAVING CAREFULLY EXAMINED THE WITHIN SPECIFICATIONS FOR FURNISHING THE TRANSPORTATION SERVICE FOR THE NEWTOWN PUBLIC SCHOOLS, 3 PRIMROSE STREET, NEWTOWN, CONNECTICUT, THE UNDERSIGNED: All-Star Transportation LLC

CERTIFIES THAT IT HAS EXAMINED AND FULLY COMPREHENDS ALL THE ENCLOSED "GENERAL CONDITIONS", "SPECIFICATIONS", AND "NOTICE TO BIDDERS" FOR THE TRANSPORTATION SERVICE FOR THE AMOUNTS STATED BELOW AND PURSUANT TO THE TERMS DESCRIBED ON THE SPECIFICATIONS. DAILY RATES WILL BE PAID ONLY ON VEHICLES THAT ARE SCHEDULED FOR SERVICE AS REQUIRED. THE RATES ARE INCLUSIVE OF ANY ADDITIONAL TRANSPORTATION REQUIRED DURING THE DAY, I.E., EARLY DISMISSALS, DELAYED OPENINGS, EXAM RUNS, EMERGENCY EVACUATIONS, ETC.

**SCHOOL YEAR IN-DISTRICT RATES
FOR PUBLIC AND PRIVATE TRANSPORTATION SERVICES**

	2012-13	2013-14	2014-15	2015-16	2016-17
71/72 Passenger					
6½ Hours Per Day	\$310.00	\$320.00	\$330.00	\$340.00	\$357.00
Mid-day Run Per 1½ Hours	\$52.00	\$54.00	\$56.00	\$58.00	\$60.00
Single Tier Rate-AM & PM	\$200.00	\$210.00	\$220.00	\$230.00	\$240.00
Shuttle, Excess, Late Rate Per Hour	\$65.00	\$70.00	\$75.00	\$80.00	\$85.00
65/66 Passenger					
6½ Hours Per Day	\$310.00	\$320.00	\$330.00	\$340.00	\$357.00
Mid-day Run Per 1½ Hours	\$42.00	\$44.44	\$46.00	\$48.00	\$50.00
Single Tier Rate-AM & PM	\$200.00	\$210.00	\$220.00	\$230.00	\$240.00
Shuttle, Excess, Late Rate Per Hour	\$55.00	\$60.00	\$65.00	\$70.00	\$75.00
47 Passenger					
6½ Hours Per Day	\$308.00	\$318.00	\$326.00	\$334.00	\$350.00
Mid-day Run Per 1½ Hours	\$42.00	\$44.00	\$46.00	\$48.00	\$50.00
Single Tier Rate-AM & PM	\$200.00	\$210.00	\$220.00	\$230.00	\$240.00
Shuttle, Excess, Late Rate Per Hour	\$55.00	\$60.00	\$65.00	\$70.00	\$75.00
29 Passenger					
6½ Hours Per Day	\$290.00	\$296.00	\$302.00	\$310.00	\$320.00
Mid-day Run Per 1½ Hours	\$42.00	\$44.00	\$46.00	\$48.00	\$50.00
Single Tier Rate-AM & PM	\$200.00	\$210.00	\$220.00	\$230.00	\$240.00
Shuttle, Excess, Late Rate Per Hour	\$55.00	\$60.00	\$65.00	\$70.00	\$75.00
11/15 Aide/Monitor					
Per Hour	\$17.00	\$17.50	\$18.00	\$18.50	\$19.00

(SEE NOTES ON FOLLOWING PAGE)

PERFORMANCE BOND

	2012-13	2013-14	2014-15	2015-16	2016-17
Annual Charge	\$16,500.00	\$17,000.00	\$17,500.00	\$18,200.00	\$19,000.00

Based on your experience with routing systems, estimate the number of buses that may be reduced resulting from a centralized bus location:

NUMBER OF BUSES

4+

COMMENTS:

NOTES:

ite runs operate more than 30 minutes after the AM and PM run with a guarantee of one hour compensation.

29 Passenger, 47 Passenger, single tier rates, late runs, and monitors are not currently used, but require rates in this bid.

The district is hopeful that favorable rates will allow for the reinstatement of school services such as late buses and shared services between schools, which have been eliminated due to budget cuts.

LOS

APPENDIX F

THIS FORM MUST BE SIGNED AND NOTARIZED AND SUBMITTED WITH BID

HOLD HARMLESS AGREEMENT

IT IS HEREBY AGREED AND UNDERSTOOD THAT THE CONTRACTOR AGREES TO HOLD HARMLESS AND INDEMNIFY NEWTOWN PUBLIC SCHOOLS, OR ANY OFFICER, AGENT, SERVANT OR EMPLOYEE OF THE NEWTOWN PUBLIC SCHOOLS FROM ANY LAWSUIT, ACTION, PROCEEDING LIABILITY, JUDGEMENT, CLAIM, OR DEMAND WHICH MAY ARISE OUT OF:

(A) ANY INJURY TO PERSON OR PROPERTY SUSTAINED BY THE CONTRACTOR, ITS AGENTS, SERVANTS OR EMPLOYEES OR BY ANY PERSON, FIRM, OR CORPORATION EMPLOYED DIRECTLY OR INDIRECTLY BY THEM UPON OR IN CONNECTION WITH THEIR PERFORMANCE UNDER THE CONTRACT, HOWEVER CAUSED;

(B) ANY INJURY TO PERSON OR PROPERTY SUSTAINED BY ANY PERSON, FIRM, OR CORPORATION, CAUSED BY ANY ACT, DEFAULT, ERROR OR OMISSION OF THE CONTRACTOR, ITS AGENTS, SERVANTS, OR EMPLOYEES OR OF ANY PERSON, FIRM, OR CORPORATION, DIRECTLY OR INDIRECTLY EMPLOYED BY THEM UPON OR IN CONNECTION WITH PERFORMANCE UNDER THE CONTRACT.

THE ASSUMPTION OF INDEMNITY, LIABILITY AND LOSS HEREUNDER SHALL SURVIVE CONTRACTOR'S COMPLETION OF SERVICE OR OTHER PERFORMANCE HEREUNDER AND ANY TERMINATION OF THIS CONTRACT.

THE CONTRACTOR AT ITS OWN EXPENSE AND RISK SHALL DEFEND ANY LEGAL PROCEEDINGS THAT MAY BE BROUGHT AGAINST THE NEWTOWN PUBLIC SCHOOLS, OR ANY OFFICER, AGENT, SERVANT, OR EMPLOYEE OF THE NEWTOWN PUBLIC SCHOOLS ON ANY CLAIM OR DEMAND, AND SHALL SATISFY ANY JUDGMENT THAT MAY BE RENDERED AGAINST THE NEWTOWN PUBLIC SCHOOLS, NEWTOWN SCHOOL BOARD, OR ANY OFFICER, AGENT, SERVANT, OR EMPLOYEE OF THE NEWTOWN PUBLIC SCHOOLS.

THIS INDEMNIFICATION, DEFENSE AND HOLD HARMLESS AGREEMENT SHALL APPLY TO ANY LAWSUIT, ACTION, PROCEEDING, LIABILITY, JUDGEMENT, CLAIM OR DEMAND, OF WHATEVER NAME OR NATURE, NOTWITHSTANDING THAT CONTRACTOR MAY DEEM THE SAME TO BE FRIVOLOUS OR WITHOUT MERIT. IT IS INTENDED THAT THIS AGREEMENT BE INTERPRETED IN THE BROADEST MANNER POSSIBLE SO AS TO INSULATE ALL OF THE ENTITIES, PARTIES AND INDIVIDUALS NAMED ABOVE FROM ANY LIABILITY, COST OR JUDGEMENT, MONETARY OR OTHERWISE, AS THE SAME MAY RELATE TO THE PERSONNEL AND SERVICES PROVIDED BY THE CONTRACTOR.

Signature [Signature] Date 6-22-11

Sworn to before me this 22 day of JUNE, 2011.

[Signature]
NOTARY PUBLIC

my commission expires 9-30-2012

[Signature]
Bidder's Initials

APPENDIX G

BIDDER'S CERTIFICATION

1. If the Bidder is a corporation, is it incorporated in Connecticut?

Yes No

If No, it must be authorized to do business in Connecticut.

2. In submitting this Bid, the Bidder agrees to the terms and conditions of the Bid Package including the Instructions to Bidders, General Conditions, Bid Certifications, and Specifications. If this Bid is signed by a partner, the person hereby states that he or she has the authority to bind the partnership; if this is signed by an authorized corporate employee, that person hereby states that he or she has the authority to bind the corporation.

3. The Bidder has provided transportation services to the following school districts within the last three (3) years:

Name	Address	Contact Person	Telephone
------	---------	----------------	-----------

See attached list of references

(attach additional sheets, if necessary)

4. Pursuant to Specifications 8.7.2.2, vehicle list of Contractor must be included on Appendix B.

5. Pursuant to Specification 8.7.3, the following terminal(s) will be used in Performance of this Contract:

New Milford Maintenance Shop 7 Dodd Road New Milford, CT

Parking location in New town to be determined

6. These Specifications require the submission of additional information that will be utilized to evaluate each Bid and which will become the basis for the award of the Contract by the District. The Bidder's endorsement below signifies that the Bidder is aware of all required information and that the Bid contained herein is a full, complete submission by the Bidder. The Bidder further understands that the District has the sole discretion to determine the best Bid to meet the needs of the District.

Very truly yours,

By [Signature]

Title Operations Manager

Company All-Star Transportation LLC

APPENDIX H

NON-COLLUSIVE BIDDING CERTIFICATION

Firm Name: All-Star Transportation LLC

Business Address: 146 Huntingdon Avenue Waterbury, CT 06708

Telephone No. 203-573-0555 Date of Bid: June 23, 2011

I. GENERAL BID CERTIFICATION

The Bidder certifies that he or she will furnish, at the prices herein quoted, the materials, equipment, and/or services as proposed on this Bid.

II. NON-COLLUSIVE BID CERTIFICATION

By submission of this Bid, the Bidder certifies that:

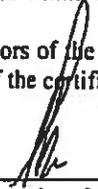
a. Each Bidder and each person signing on behalf of any Bidder certifies, and in the case of a joint Bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:

- 1) The prices in this Bid have been arrived at independently without collusion, consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Bidder or with any competitor;
- 2) Unless otherwise required by law, the prices which have been quoted in this Bid have not been knowingly disclosed by the Bidder and will not knowingly be disclosed by the Bidder prior to opening, directly or indirectly, to any other Bidder or to any competitor; and
- 3) No attempt has been made or will be made by the Bidder to induce any other person, partnership, or corporation to submit or not to submit a Bid for the purpose of restricting competition.

b) A Bid shall not be considered for award nor shall any award be made where (a) - (1), (2), and (3) above have not been complied with, provided however, that if in any case the Bidder cannot make the foregoing certification, the Bidder shall so state and shall furnish with the Bid a signed statement which sets forth in detail the reasons therefore. Where (a) - (1), (2), and (3) above have not been complied with, the Bid shall not be considered for award nor shall any award be made unless the Newtown Public Schools determines that such disclosure was not made for the purpose of restricting competition.

The fact that a Bidder has (a) published price lists, rates or tariffs covering items being procured, (b) informed prospective customers of proposed or pending publication of new or revised price lists for such items or (c) sold the same items to other customers at the same prices being proposed, does not constitute, without more, a disclosure within the meaning of subparagraph one (a).

Any Bid shall be deemed to have been authorized by the board of directors of the Bidder, and such authorization shall be deemed to include the signing and submission of the Bid and the inclusion therein of the certification as to non-collusion as the act and deed of the corporation.

Signature 
Title Operations Manager

ATTACHMENTS

BASE CONTRACT ANALYSIS SHEET

2011-12 SCHOOL CALENDAR

2011-2012 PROPOSED TRANSPORTATION BUDGET

CURRENT TRANSPORTATION CONTRACT

NEWTOWN BOARD OF EDUCATION POLICIES

WDS

Bidder's Initials

Newtown Public Schools
Newtown, Connecticut

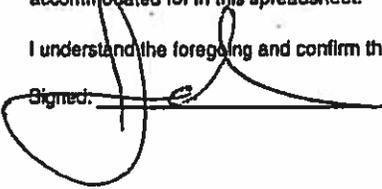
BASE CONTRACT ANALYSIS

Company: All-Star Transportation LLC

			Public Bid Form for Transportation Services - June 23, 2011					5 Year Totals	
	factor days	Annual Budgeted 2011-12	Daily Rate Year 1 2012-13	Daily Rate Year 2 2013-14	Daily Rate Year 3 2014-15	Daily Rate Year 4 2015-16	Daily Rate Year 5 2016-17		
HOME TO SCHOOL FOR AM & PM									
1. Program Vehicles 6 1/2 hours 11-12 cost 183									
25	71/72 Pass	\$393.42 4,575	\$1,799,897	\$310.00	\$320.00	\$330.00	\$340.00	\$357.00	
3	71/72 Pass	\$296.00 549	\$162,504	\$310.00	\$320.00	\$330.00	\$340.00	\$357.00	
5	65/66 Pass	\$393.42 915	\$359,979	\$310.00	\$320.00	\$330.00	\$340.00	\$357.00	
1	65/66 Pass TAP Program	\$239.00 143	\$34,177	\$260.00	\$270.00	\$280.00	\$290.00	\$300.00	
3	47 Pass	\$352.07 549	\$193,286	\$308.00	\$318.00	\$328.00	\$334.00	\$350.00	
0	29 Pass	\$352.07 0	\$0	\$290.00	\$286.00	\$302.00	\$310.00	\$320.00	
0	Monitors / Aides	\$17.50 0	\$0	\$17.00	\$17.50	\$18.00	\$18.50	\$19.00	
			\$2,549,843	\$2,078,362	\$2,145,672	\$2,211,884	\$2,278,096	\$2,390,973	\$11,104,967
2. Mid-day vehicles 1 1/2 hour									
11	71/72 Pass - kindergarten	\$94.43 2,013	\$190,088	\$55.00	\$54.00	\$56.00	\$58.00	\$60.00	
0	65/66 Pass - kindergarten	\$94.43 0	\$0	\$42.00	\$44.00	\$46.00	\$48.00	\$50.00	
0	47 Pass - kindergarten	\$67.50 0	\$0	\$42.00	\$44.00	\$46.00	\$48.00	\$50.00	
0	29 Pass	\$84.50 0	\$0	\$42.00	\$44.00	\$46.00	\$48.00	\$50.00	
			\$190,088	\$110,715	\$108,702	\$112,728	\$116,754	\$120,760	\$588,679
3. Single Tier - AM & PM									
0	71/72 Pass	\$190.00 0	\$0	\$200.00	\$210.00	\$220.00	\$230.00	\$240.00	
0	65/66 Pass	\$190.00 0	\$0	\$200.00	\$210.00	\$220.00	\$230.00	\$240.00	
	47 Pass	\$50.00 0	\$0	\$200.00	\$210.00	\$220.00	\$230.00	\$240.00	
0	29 Pass	\$0.00 0	\$0	\$200.00	\$210.00	\$220.00	\$230.00	\$240.00	
			\$0	\$0	\$0	\$0	\$0	\$0	
4. Late Runs, Shuttles, Excess Per Hour									
1	71/72 Pass	\$82.95 174	\$10,933	\$55.00	\$54.00	\$56.00	\$58.00	\$60.00	
0	65/66 Pass	\$82.95 0	\$0	\$55.00	\$60.00	\$65.00	\$70.00	\$75.00	
0	47 Pass	\$56.33 0	\$0	\$55.00	\$60.00	\$65.00	\$70.00	\$75.00	
0	29 Pass	\$56.33 0	\$0	\$55.00	\$60.00	\$65.00	\$70.00	\$75.00	
			\$10,933	\$9,570	\$9,396	\$9,744	\$10,092	\$10,440	\$49,242
5. Total Bid Cost			\$2,760,884	\$2,198,647	\$2,263,770	\$2,334,356	\$2,404,942	\$2,522,193	\$11,723,908
6. Total Percent increase / Decrease per year				-20.07%	2.96%	3.12%	3.02%	4.88%	
7. Total Dollar Increase / Decrease per year				-\$552,237	\$65,123	\$70,586	\$70,586	\$117,251	-\$228,691
8. Annual Charge for Bond									
1	Performance Bond	1	\$0	\$16,500.00	\$17,000.00	\$17,500.00	\$18,200.00	\$19,000.00	\$88,200.00
9. Miscellaneous Non-Bid Items									
5	35 Pass - MTM Contract	\$298.00 915	\$270,840						
6	35 Pass - MTM Kindergarten	\$67.50 1,098	\$74,115						
	Mileage & hours		\$894						
			\$345,849						
10. Budget 2011-12 - Home / School / Home			\$3,096,733						

Daily or hourly rates need to be included in all the above cells regardless of whether the services are presently utilized. Changes in needs will inevitably occur during the life of this contract and we require rates to position the district for changes. The total bid cost however will be calculated as compared to current program offerings, which is accommodated for in this spreadsheet.

I understand the foregoing and confirm this is our companies BID.

Signed:  Date: 6-23-11

NEW TOWN PUBLIC SCHOOLS 2011-2012 SCHOOL CALENDAR

AUGUST 2 (5)

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

25-All Teachers Report
30-Students Report

SEPTEMBER 20 (20)

M	T	W	TH	F
			1	2
	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	--	30

5-Labor Day-Schools Closed
29-Rosh Hashanah, Schools Closed

OCTOBER 21 (21)

M	T	W	TH	F
3	4	*5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

*-Early Dismissal Proposed

DECEMBER 17 (17)

M	T	W	TH	F
			1	2
5	6	*7	8	9
12	13	14	15	16
19	20	21	22	23
--	--	--	--	--

*-Early Dismissal Proposed
26-30 Holiday Recess

JANUARY 26 (26)

M	T	W	TH	F
	3	*4	5	6
9	10	11	12	13
--	17	18	19	20
23	24	25	26	27
30	31			

2-New Year's Day
*-Early Dismissal Proposed
16-Martin Luther King Day, Schools Closed

FEBRUARY 16 (16)

M	T	W	TH	F
		*1	2	3
6	7	8	9	10
13	14	15	16	17
--	--	--	--	--
27	28	29		

*-Early Dismissal Proposed
20-24-Schools Closed

APRIL 15 (15)

M	T	W	TH	F
2	3	4	*5	--
9	10	11	12	13
--	--	--	--	--
23	24	25	26	27
30				

*-Early Dismissal Proposed
6-Good Friday, Schools Closed
16-20 Schools Closed

MAY 22 (22)

M	T	W	TH	F
	1	*2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
--	28	30	31	

*-Early Dismissal Proposed
28-Memorial Day, Schools Closed

JUNE 9 (9)

M	T	W	TH	F
				1
4	5	6	7	8
11	12	*13	14	15
18	19	20	21	22
25	26	27	28	29

*13-Projected last day of school
without any closings for weather conditions

NOVEMBER 19 (20)

M	T	W	TH	F
	1	2	3	4
7	--	9	10	11
14	15	16	17	18
21	22	*23	--	--
28	29	30		

8-Election Day-Schools Closed For Students, Staff Development Day
*23-Early Dismissal
24-25-Thanksgiving Recess

MARCH 22 (22)

M	T	W	TH	F
			1	2
5	6	*7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

*-Early Dismissal Proposed

Student Days - 183
Teacher Days - 187

Twelve make-up days are available in June for all snow/emergency closings. If these days are used prior to April 13, any additional snow days will be taken from the end of the spring vacation starting with April 20, 19, etc.

Open House Dates: (to be determined)

- Elementary -
- Read Intermediate -
- Middle School -
- High School -

Conferences (early dismissal): (to be determined)

- Elementary -
- Read Intermediate -
- Middle School -
- High School -

Adopted 1/25/11
Revised --/--

BOARD OF FINANCE'S 2011-2012 RECOMMENDED BUDGET for the NEWTOWN PUBLIC SCHOOLS

<i>Object</i>	<i>Description</i>	<i>2009-10 Expended</i>	<i>2010-11 Expended</i>	<i>2011-12 Recommended</i>	<i>\$ Change</i>	<i>% Change</i>
112	Non-Certified Salaries *	181,888	81,131	85,405	(5,726)	-5.28%
300	Professional Services	3,737	4,875	3,800	(1,075)	-21.81%
322	Staff Training *	3,882	2,800	4,000	1,400	53.85%
430	Equipment Repairs	14,822	12,449	8,800	(3,448)	-27.71%
500	Contracted Services	0	6,100	4,575	(1,125)	-18.44%
510	Student Transportation *	3,817,050	4,111,456	4,408,594	297,138	7.23%
522	Insurance (Liability)	81,841	62,738	58,788	(2,842)	-4.88%
580	Staff Mileage	800	1,750	750	(1,000)	-57.14%
811	Supplies	4,318	4,225	3,225	(1,080)	-23.87%
620	Energy (Fuel)	288,484	370,085	458,718	88,625	23.85%
734	Equipment	1,918	1,822	1,800	(22)	-1.14%
810	Memberships	750	800	800	0	0.00%
Sub-Total		4,467,888	4,670,331	5,041,165	370,824	7.94%

* See selected cost explanations below

-
- 112 Non-Certified Salaries - Reflect a current mid year salary adjustment for the two transportation assistants and the current year elimination of board of education bus drivers.
 - 322 Staff Training - Increase to provide needed training for the transportation assistants to cover duties of former director of transportation.
 - 510 Student Transportation - Reflects rate increases for required in district and out of district student transportation.

ATTACHMENT

**NEWTOWN PUBLIC SCHOOLS
2011-12 PROPOSED TRANSPORTATION BUDGET**

TRANSPORTATION SERVICES

OBJECT	DESCRIPTION	2009-10 EXPENDED	2010-11 BUDGETED	2011-12 RECOMMENDED	DIFFERENCE	NOTATION
TRANSPORTATION SERVICES DETAIL						
112	TRANSPORTATION DIRECTOR	72,827	0	0	0	
112	TRANS. ASSISTANT/CLERICAL	69,218	79,121	81,155	2,034	
112	BUS DRIVERS SALARIES	17,231	10,010	0	(10,010)	Eliminated board's drivers in current year
132	EXTRA WORK (NON-CERTIFIED)	2,733	2,000	4,250	2,250	Increased extra work is a result of having eliminated the transportation director
300	PROFESSIONAL SERVICES	3,737	4,875	3,900	(1,075)	
322	STAFF TRAINING	3,882	2,600	4,000	1,400	Increase to provide needed training for the transportation assistants
430	EQUIPMENT REPAIRS	14,822	12,448	8,000	(3,448)	
500	CONTRACTED SERVICES	0	8,100	4,975	(1,125)	
510	LOCAL STUDENT TRANS. *	2,887,183	3,070,443	3,148,253	77,810	
510	VOCATIONAL TRANSPORTATION	104,148	104,846	105,550	604	
511	LOCAL SPECIAL ED TRANS. **	888,053	871,578	850,101	(178,523)	
518	MAGNET SCH. TRANSPORTATION ***	84	1,100	2,180	1,080	
519	OUT-OF-DISTRICT TRANS. ****	239,881	283,389	302,510	39,121	
E22	TRANSPORTATION INSURANCE	61,841	62,738	60,788	(2,942)	
580	STAFF MILEAGE	888	1,750	750	(1,000)	
628	FUEL FOR VEHICLES	298,484	370,085	458,710	88,625	
690	OFFICE SUPPLIES/SOFTWARE	4,318	4,225	3,225	(1,000)	
734	EQUIPMENT	1,819	1,822	1,800	(22)	
810	MEMBERSHIPS	750	800	800	0	
TOTAL TRANSPORTATION SERVICES		4,487,689	4,870,331	5,041,155	370,824	

* Student transportation to all Newtown schools including the non-public schools of St. Rose, Fraser Woods and Housatonic Valley.

** Local special education transportation includes an allowance of \$64,533 for excess cost grant reimbursement based on 75% of eligible costs.

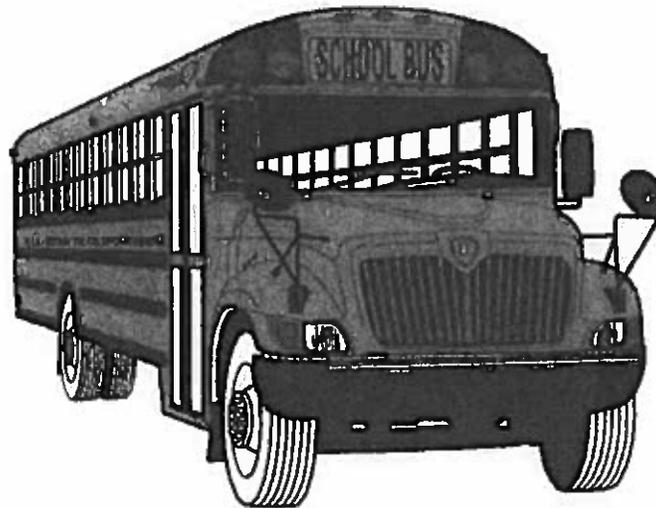
*** State reimbursement for magnet school transportation is based on the number of students. The budget was offset by \$52,000 based on 40 students at the current reimbursement rate.

**** The out of district transportation includes an allowance of \$184,172 for excess cost grant reimbursement based on 75% of eligible costs.

TRANSPORTATION FOR SPECIAL EDUCATION	2009-10 EXPENDED	2010-11 BUDGETED	2011-12 RECOMMENDED	DIFFERENCE
LOCAL SPECIAL ED TRANS.				
TOTAL COST	819,815	790,488	804,834	114,138
EXCESS COST REIMBURSEMENT	133,782	118,818	54,533	(84,305)
NET COST	688,053	671,578	850,101	178,523
OUT-OF-DISTRICT TRANS.				
TOTAL COST	474,874	488,047	498,882	27,836
EXCESS COST REIMBURSEMENT	235,213	205,858	184,172	(11,488)
NET COST	239,661	283,389	302,510	39,121

ALL-STAR TRANSPORTATION

BOND & INSURANCE



**“The NEW Leader of School
Bus Transportation”**



The Hanover Insurance Company

Massachusetts Bay Insurance Comp
Worcester, MA 01605

AST-0623

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we, **ALL STAR TRANSPORTATION** hereinafter called Principal, and **MASSACHUSETTS BAY INSURANCE COMPANY**, a corporation established under the laws of the State of New Hampshire and having its principal office in Worcester, Massachusetts and/or **THE HANOVER INSURANCE COMPANY**, a corporation established under the laws of the State of New Hampshire and having its principal office in Worcester, Massachusetts, as Surety, hereinafter called Surety, are held and firmly bound unto **NEWTOWN PUBLIC SCHOOLS** as Obligee, in the penal sum of **TEN PERCENT (10%) OF AMOUNT BID** for the payment of which, well and truly to be made, we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors and assigns.

The condition of the above obligation is such that whereas the Principal has submitted to the **NEWTOWN PUBLIC SCHOOLS** a certain Bid, attached hereto and hereby made a part of hereof, to enter into a contract in writing to provide **STUDENT TRANSPORTATION - HOME TO SCHOOL**

NOW THEREFORE,

- (a) If said Bid shall be rejected, or in the alternate
- (b) If said Bid shall be accepted and the Principal shall execute and deliver a contract in the Form of Contract attached hereto (properly completed in accordance with said Bid) and shall furnish a bond for his faithful performance of said contract, and for the payment of all persons performing labor or furnishing materials in connection therewith, and shall in all other respects perform the agreement created by the acceptance of said Bid,

Then this obligation shall be void, otherwise the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no way impaired or affected by an extension of the time within which the Owner may accept such Bid; and Surety does hereby waive notice of any such extension.

SIGNED, SEALED AND DATED this 23RD. day of JUNE, 2011

ALL STAR TRANSPORTATION

BY _____ (Seal)

THE HANOVER INSURANCE COMPANY

BY _____

DEBRA J. EZRA, ATTY-IN-FACT



The Hanover Insurance Company

Massachusetts Bay Insurance Company

Worcester, MA 01605

CONSENT OF SURETY

We, the undersigned, **THE HANOVER INSURANCE COMPANY** and/or **MASSACHUSETTS BAY INSURANCE COMPANY**, corporations organized and existing under the laws of the state of New Hampshire and authorized to do business in the State of CT with offices at **Worcester, Massachusetts** do hereby consent and agree with **NEWTOWN PUBLIC SCHOOLS** that if the foregoing proposal of **ALL STAR TRANSPORTATION - HOME TO SCHOOL** for **PUPIL TRANSPORTATION** be accepted and the contract be timely awarded and executed by **NEWTOWN PUBLIC SCHOOLS** we will, upon its being awarded and entered into, become surety for the said **ALL STAR TRANSPORTATION**

In a sum not to exceed **AMOUNT BID** Dollars (**\$2,200,000.00**) for the faithful performance of said contract.

Signed, sealed and dated this **23RD** of **JUNE**, 2011

**THE HANOVER INSURANCE COMPANY
MASSACHUSETTS BAY INSURANCE COMPANY**

BY: _____

Debra J. Ezra
DEBRA J. EZRA, ATTY-IN-FACT

THE HANOVER INSURANCE COMPANY
MASSACHUSETTS BAY INSURANCE COMPANY
CITIZENS INSURANCE COMPANY OF AMERICA

POWERS OF ATTORNEY
CERTIFIED COPY

KNOW ALL MEN BY THESE PRESENTS: That THE HANOVER INSURANCE COMPANY and MASSACHUSETTS BAY INSURANCE COMPANY, both being corporations organized and existing under the laws of the State of New Hampshire, and CITIZENS INSURANCE COMPANY OF AMERICA, a corporation organized and existing under the laws of the State of Michigan, do hereby constitute and appoint Robert G. Lull and/or Debra J. Ezra

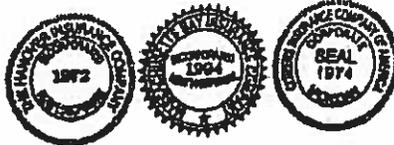
of Mahwah, NJ and each is a true and lawful Attorney(s)-in-fact to sign, execute, seal, acknowledge and deliver for, and on its behalf, and as its act and deed any place within the United States, or, if the following line be filled in, only within the area therein designated

any and all bonds, recognizances, undertakings, contracts of indemnity or other writings obligatory in the nature thereof, as follows: Any such obligations in the United States, not to exceed Twenty Million and No/100 (\$20,000,000) in any single instance

and said companies hereby ratify and confirm all and whatsoever said Attorney(s)-in-fact may lawfully do in the premises by virtue of these presents. These appointments are made under and by authority of the following Resolution passed by the Board of Directors of said Companies which resolutions are still in effect:

"RESOLVED, That the President or any Vice President, in conjunction with any Assistant Vice President, be and they are hereby authorized and empowered to appoint Attorneys-in-fact of the Company, in its name and as its acts, to execute and acknowledge for and on its behalf as Surety any and all bonds, recognizances, contracts of indemnity, waivers of citation and all other writings obligatory in the nature thereof, with power to attach thereto the seal of the Company. Any such writings so executed by such Attorneys-in-fact shall be as binding upon the Company as if they had been duly executed and acknowledged by the regularly elected officers of the Company in their own proper persons." (Adopted October 7, 1981 - The Hanover Insurance Company; Adopted April 14, 1982 - Massachusetts Bay Insurance Company; Adopted September 7, 2001 - Citizens Insurance Company of America)

IN WITNESS WHEREOF, THE HANOVER INSURANCE COMPANY, MASSACHUSETTS BAY INSURANCE COMPANY and CITIZENS INSURANCE COMPANY OF AMERICA have caused these presents to be sealed with their respective corporate seals, duly attested by a Vice President and an Assistant Vice President, this 17th day of March 2011.



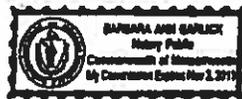
THE HANOVER INSURANCE COMPANY
MASSACHUSETTS BAY INSURANCE COMPANY
CITIZENS INSURANCE COMPANY OF AMERICA

Mary Jeanne Anderson
Mary Jeanne Anderson, Vice President

Robert K. Grennan
Robert K. Grennan, Assistant Vice President

THE COMMONWEALTH OF MASSACHUSETTS)
COUNTY OF WORCESTER) ss.

On this 17th day of March 2011, before me came the above named Vice President and Assistant Vice President of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America, to me personally known to be the individuals and officers described herein, and acknowledged that the seals affixed to the preceding instrument are the corporate seals of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America, respectively, and that the said corporate seals and their signatures as officers were duly affixed and subscribed to said instrument by the authority and direction of said Corporations.



Barbara A. Earlick
Notary Public

My commission expires on November 3, 2011

I, the undersigned Assistant Vice President of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America, hereby certify that the above and foregoing is a full, true and correct copy of the Original Power of Attorney issued by said Companies, and do hereby further certify that the said Powers of Attorney are still in force and effect.

This Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of The Hanover Insurance Company, Massachusetts Bay Insurance Company and Citizens Insurance Company of America.

"RESOLVED, That any and all Powers of Attorney and Certified Copies of such Powers of Attorney and certification in respect thereto, granted and executed by the President or any Vice President in conjunction with any Assistant Vice President of the Company, shall be binding on the Company to the same extent as if all signatures therein were manually affixed, even though one or more of any such signatures thereon may be facsimile." (Adopted October 7, 1981 - The Hanover Insurance Company; Adopted April 14, 1982 Massachusetts Bay Insurance Company; Adopted September 7, 2001 - Citizens Insurance Company of America)

GIVEN under my hand and the seals of said Companies, at Worcester, Massachusetts, this 23rd day of June, 2011.

THE HANOVER INSURANCE COMPANY
MASSACHUSETTS BAY INSURANCE COMPANY
CITIZENS INSURANCE COMPANY OF AMERICA

Stephen L. Brunk
Stephen L. Brunk, Assistant Vice President



The Hanover Insurance Company | 440 Lincoln Street, Worcester, MA 01653
 Citizens Insurance Company of America | 645 West Grand River Avenue, Howell, MI 48843

Financial Statement

The Hanover Insurance Company, Bedford, New Hampshire
 FINANCIAL STATEMENT AS OF DECEMBER 31, 2010

ASSETS		2010
Cash in Banks (Including Short-Term Investments)	\$	20,598,481
Bonds and Stocks		4,049,203,101
Other Admitted Assets		<u>1,183,708,418</u>
Total Admitted Assets		<u><u>5,253,510,000</u></u>
 LIABILITIES, CAPITAL AND SURPLUS		
Reserve for Unearned Premiums	\$	1,168,355,708
Reserve for Loss and Loss Expense		1,796,802,554
Reserve for Taxes		11,227,394
Funds held under reinsurance treaties		5,113,139
Reserve for all other Liabilities		529,213,386
Capital Stock -- \$1.00 par	\$	5,000,000
Net Surplus		<u>1,737,797,819</u>
Policyholders' Surplus		<u>1,742,797,819</u>
Total Liabilities, Capital and Surplus		<u><u>5,253,510,000</u></u>

COMMONWEALTH OF MASSACHUSETTS
 COUNTY OF WORCESTER

} s.s.

Martin D. Kelly, Asst. Treasurer of The Hanover Insurance Company, being duly sworn deposes and says that he is the above described officer of said Company, and certifies that the foregoing statement is a true statement of the condition and affairs of the said Company on December 31, 2010.

MARTIN D. KELLY
 Asst. Treasurer

EXHIBIT A TO THE CONTRACT

BID DOCUMENTS



H.D. SEGUR
I N S U R A N C E

P.O. Box 400
156 Knotter Drive
Cheshire, CT 06410
Phone (203) 699-4500
Fax (203) 271-7081
Toll free (800) 336-4496
Web Site: www.hdsegur.com

June 16, 2011

Newtown Public Schools
3 Primrose Street
Newtown, CT 06470

**Subject: All-Star Transportation, LLC - Newtown Public Schools Student
Transportation bid**

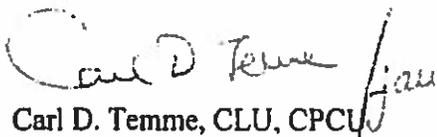
Gentlemen:

This letter is to confirm that insurance coverage for All-Star Transportation, LLC will be provided through our agency in the event that they are awarded the School Bus Student Transportation Contract, with coverage and limits no less than the minimum limits of insurance as required per the Bid Specifications.

Enclosed for your information and reference is a current Insurance Certificate for All-Star Transportation, LLC.

Please let me know if you have any questions or if any additional information is required.

Best regards,



Carl D. Temme, CLU, CPCU
President

CDT:mf

Enclosure

cc: John Dufour, All-Star Transportation, LLC

2 Stony Hill Road
Bethel, CT 06801
Phone (800) 336-4496
Fax (203) 791-2966

213 Courl Street
Middletown, CT 06457
Phone (800) 336-4496
Fax (860) 344-9302

Client#: 23647

ALLST2

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/16/2011

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hollis D. Segur, Inc. 156 Knotter Drive P.O. Box 400 Cheshire, CT 06410	CONTACT NAME:		
	PHONE (A/C, No, Ext): 203 699-4500	FAX (A/C, No): 203 271-7081	
INSURED All-Star Transportation, LLC 146 Huntingdon Avenue Waterbury, CT 06708	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Argonaut Insurance Co.		
	INSURER B: Everest National Ins. Co.		
	INSURER C: North River Ins. Co.		
	INSURER D:		
	INSURER E:		
INSURER F:			

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			BBG710036003	09/01/2010	09/01/2011	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$
	GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS <input checked="" type="checkbox"/> Driver OtherCar			BBG710036003	09/01/2009	09/01/2010	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
B	UMBRELLA LIAB <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE <input checked="" type="checkbox"/> RETENTION \$ 10000			71G8000082101	09/01/2010	09/01/2011	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE/OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			BWC710056400	08/25/2010	06/25/2011	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$500,000 E.L. DISEASE - EA EMPLOYEE \$500,000 E.L. DISEASE - POLICY LIMIT \$500,000
C	Excess Liab			5520147534	09/01/2010	08/01/2011	\$9,000,000 Each Occ \$9,000,000 Aggregate

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Evidence of Insurance

CERTIFICATE HOLDER

Newtown Public Schools
3 Primrose Street
Newtown, CT 06470

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

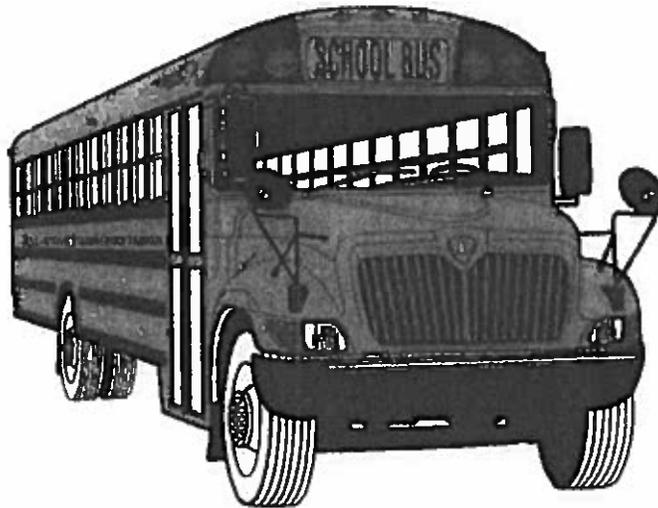
AUTHORIZED REPRESENTATIVE

Jim Harbick

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ALL-STAR TRANSPORTATION

COMPANY OVERVIEW



**“The NEW Leader of School
Bus Transportation”**

All-Star Transportation, LLC

STATEMENT

All-Star Transportation LLC is an equal opportunity employer. We at All-Star Transportation LLC will strive to service our customer and employees with safety, reliability and professionalism. The constant commitment by its employees to be the best will ensure a positive working relationship with fellow employees, management, school administrators, parents and the students we serve. We shall never lose sight of the customer that we serve and never forget that we value their business.

To the employees, All-Star Transportation LLC is dedicated to offering the best in training, equipment and protection against hazards in the workplace including maintaining a drug free environment. At All-Star Transportation LLC we realize that most working opportunities do not require 40 hours of work per week. We will attempt conscientiously to be fair by offering the opportunity for those who wish, additional working opportunities once they arise. That we all work as a team realizing that no one person can do the job by themselves and that we are able to rely on each other to accomplish what needs to be done. We will all strive to be better together.

EMPLOYEE CODE OF CONDUCT

Employees of ALL-STAR TRANSPORTATION, LLC are to conduct themselves in a responsible, professional and ethical manner. As an employee you represent the Company to the public. Set an example of dignified personal behavior at all times.

As a driver or monitor, your job will involve pupil management fifty percent of the time. Never forget that you are dealing with children, young adults, handicapped or learning impaired individuals. Your passengers expect responsible attitudes along with a degree of authority. Your relationship with them is an important one that should never be compromised with submission to irresponsible conduct. Immoral, unethical, sexual abuse or indecent conduct with other employees or passengers is cause for immediate discharge.

Please report unethical or dishonest behavior, sexual harassment or abuse and misconduct to your immediate supervisor. Reported activities will be investigated by appropriate ALL-STAR TRANSPORTATION, LLC management team members. The management team will determine appropriate means for proper resolution. All-Star Transportation LLC will not tolerate any behavior by any employee found to be conducting themselves in an unethical or inappropriate manner, whether it is on All-Star Transportation's property or in the community. The employee will be subject to appropriate disciplinary action, up to and including termination.

Company Overview

All-Star Transportation, LLC was formed in June of 2004 with seasoned transportation veterans operating it. It is owned by John Dufour and his family. Between his sister, brother and himself they share over eighty (80) years of hands on experience in the school bus transportation industry.

The Dufour family started in the mid seventies working in their Dad's school bus business. John Sr. sold his company in the spring of 1987 to Ryder Student Transportation which the Dufour children remained employed by for a short time.

John Dufour started out on his own in 1989 when he formed Dufour Transportation Services, Inc. In the company's initial year of operation, its sole customer was the Kent Board of Education. John sold his business to Laidlaw Transit in the summer of 1998. Dufour Transportation was the largest private school bus operator in the state at this time. Dufour Transportation had twenty three (23) school contracts and operated over six hundred twelve (612) vehicles daily. At the time of the sale, Dufour Transportation had over \$20 million in annual revenue. John retired in 1998 to enjoy his children as they grew into young adults. In 2004 John became interested in starting a business again which he asked his sister and brother to join him in. They successfully bid on the transportation contract for the City of Torrington in May of 2004 and the company has been growing ever since. All-Star Transportation now has over 500 route vehicles on the road each day with annual revenue of over \$30 million.

Leslie Sheldon started in the business as Contract Manager for a small terminal in Watertown, CT. She went to work for Dufour Transportation in 1990. She progressed over the years to more responsibilities and oversaw the 100 plus school buses for the City of Waterbury. She then became Operations Manager for Dufour Transportation. When Dufour sold to Laidlaw she assumed more responsibility and was most recently the Western Connecticut Area General Manager responsible for over \$33 million of annual revenue.

Richard Dufour also started at a small terminal and progressed up the management ladder. He was the Manager of the first contract John had in Kent, CT. During his years at Laidlaw, he was the Branch Manager for the Torrington contract with annual yearly revenue of \$2 million. He also oversaw the daily operations of the branches in the Northwest corner of the State and was responsible for the operations of 200 plus school routes daily. Richard has proven over and over again to be a key management player when it comes to setting up a bus terminal. His forte is route management. He has successfully taken over the operations of a terminal, found ways to make routes more efficient and most times eliminate unnecessary vehicles. For the 2008-09 school years he has overseen the transportation requirements of the Regional School District #1. With Richard's assistance they are able to cut two (2) vehicles from their fleet next school year and save money which is crucial in these economic times.

Richard Dufour will be the Operations Supervisor directly responsible for the start up and day to day operations for the Newtown Public Schools when All-Star Transportation is the successful bidder. We are confident that Richard's routing skills and management experience will enhance the transportation of the students of Newtown and allow this school district to have the most efficient transportation services for its community. Richard will work closely with the Terminal Manager that will be hired to oversee this operation. Safety Supervisors will assist with all new hire training.

STATEMENT

At All-Star Transportation LLC we understand that our ability to deliver safe, on-time, dependable transportation service is contingent upon careful employee selection, excellent employee training and development a low level of employee turnover. The key to maintaining a stable workforce is dependent upon our ability to communicate effectively with our employees, providing a workplace environment which encourages participation and recognizes individual achievement and accomplishment.

STAFFING

Corporate Office

This office houses the owners of the company as well as a full time bookkeeper and full time administrative assistant. Billing, payroll and all functions of the company are overseen here.

Terminals

Manager

Each All-Star Transportation terminal is staffed with a manager. The manager oversees all of the daily operations needed to provide on time safe student transportation to our customers. The Manager's major functions include planning, directing and supervising the employees within our facility and ensuring that our customer is provided with the highest level of service possible. The Manager is responsible for selecting and hiring individuals for positions within the facility. The Manager is also responsible for administration of payroll and compliance with all company policies and procedures. The Manager will be responsible for ensuring that all service performance standards as established by the customers are being met or are being exceeded.

Terminals with route vehicles in excess of thirty five (35) vehicles are also staffed with a full time dispatcher. Dispatchers are assigned to smaller terminals when contracted by the customer to do so or the work load warrants a second operation's individual.

Dispatcher

The Dispatcher is responsible for routing, reporting, record keeping, and driver and vehicle assignments. The Dispatcher is responsible for conducting two-way radio communications with drivers and monitoring the location of vehicles. The Dispatcher will also be responsible for telephone answering and field trip reservations at certain times of the day.

Each terminal has a crew to start vehicles daily as well as a yard person that checks fluids, performs maintenance of minor defects and fuels vehicles.

Maintenance Facilities

All-Star Transportation has three (3) large maintenance facilities. These facilities have in ground and above ground hydraulic lifts to allow every aspect of each vehicle to be properly maintained and checked. Each of the facilities' has a laptop computer that communicates with vehicles to assist with maintenance as well as instant updates on vehicle recalls. Each shop has a parts room with an average of \$70,000 of inventory stocked on the shelves. Each facility has two (2) full service trucks to assist with on road breakdowns as well as maintenance required at the terminals. These trucks are ready to go 24/7.

Torrington Maintenance Facility

The Torrington facility which is eight thousand (8000) square feet maintains over one hundred and sixty seven (167) vehicles. It is staffed with a shop manager and four (4) full time maintenance technicians. The vehicles under contract for the City of Torrington, Regional School District #10, Litchfield Public Schools, Regional School District #1 and the Regional School District #6 are maintained here. Regional School District #10 contracts with All-Star Transportation to service their three (3) Board owned vehicles also which is performed at this facility.

New Milford Maintenance Facility

The New Milford facility is a twin building to the Torrington facility. It maintains a fleet of one hundred nineteen (119) vehicles. It is staffed with a shop manager and three (3) full time maintenance technicians. The vehicles under contract for the New Milford Public Schools and Regional School District #12 are maintained at this facility.

Seymour Maintenance Facility

This is our largest facility with over twelve thousand (12,000) square feet of space. This facility maintains a fleet of two hundred forty three (243) vehicles. It is staffed with a shop manager, a parts manager and seven (7) full time maintenance technicians. The Director of Maintenance also has his office in the building. The vehicles under contract for Regional School District #16, Ansonia Public Schools, Derby Public Schools, Oxford Public Schools, Seymour Public

Schools, Naugatuck Public Schools and the City of Waterbury are maintained at this facility.

Safety

Safety Supervisors

All-Star Transportation divides its current geographic area into two (2) areas, north and south. Each area has a full time Safety Supervisor assigned to it. Each Safety Supervisor is State of Connecticut DMV certified to train drivers. These ladies are responsible for on road and on board observations of all drivers. They conduct the monthly safety meetings and all of the new driver classroom training. They coordinate behind the wheel training with driver trainers. They oversee the driver trainers that are assigned to each location. They coordinate DMV testing of new employees as well as proficiency testing for veteran drivers. They are responsible for every aspect of safety at each terminal whether it be passenger, employee or vehicle safety. Safety Supervisors respond to most accidents involving an All-Star Transportation vehicle. If they are not available the Terminal Manager responds. Leslie Sheldon or Richard Dufour responds also to all serious accidents with injuries.

Driver Trainers

Currently there are twenty (20) driver trainers and half are also state certified. Driver trainers are school bus drivers that have a passion for safety and promote it to their peers. They instruct new applicants with behind the wheel training which ranges from driving on the road, on/off loading, railroad crossings, emergency procedures, student management and every aspect of driving that a driver faces daily while behind the wheel of a school bus.

School Bus Drivers and Monitors

It is the intention of All-Star Transportation to hire any current employees that service the transportation needs of the Newtown Public Schools as long as each employee meets the current hiring standards and conditions that are in place with our Company. Recruiting efforts will start immediately upon being successful bidder and will aim to employ prospective candidates from the local community. Advertising will be done locally. Training classes will start immediately. Our drivers and monitors are paid marketplace wages. They currently receive five (5) paid holidays, (5) paid sick days, and paid safety training. We have an optional 401K plan and dental coverage available for their participation.

Description of Administrative Programs at each Terminal

Daily office logs, dispatcher records, complaint records, scheduling, pick up and drop off information will be maintained in the Terminal Office. Fuel records will also be maintained in the Terminal Office. Employee personnel files, driver qualification files, and training records will be maintained at each terminal.

Monthly invoices for service will be prepared at our corporate office in Waterbury, CT. Accident and insurance reports will be maintained by the Safety Supervisors in our corporate office.

School Bus Driver Qualifications

All-Star Transportation prides itself in never cutting corners and going the extra mile to get the job done correctly. We staff our vehicles with employees that are required to demonstrate the utmost standards of professionalism at all times.

Qualifications for Driving

Drivers employed by All-Star Transportation LLC must meet the following qualifications:

Initial Screening Requirements

1. Application for employment
2. Personal interview
3. Medical examination
4. Reference check-previous employers
5. F.B.I. criminal background check
6. Connecticut State Police background check
7. Local police background check
8. Pre-employment drug and alcohol screening test
9. Department of Motor Vehicle history record check
10. Previous employer-Controlled substance testing history
11. D.C.F. check

Initial Training Requirements

1. Candidates must successfully complete the company's driving training program which consists of a minimum of thirty five (35) hours of classroom and on the road instruction.
2. Candidates must pass a written examination administered by the Department of Motor Vehicles, including the passenger endorsement examination.
3. Candidates must pass a road course examination administered by the Department of Motor Vehicles.

Continuing Employment Requirements

1. Drivers receive ongoing monthly safety instruction
2. Drivers are subject to two (2) road evaluations annually
3. Drivers are subject to random drug and alcohol testing throughout the course of their employment
4. Drivers must undergo periodic medical examinations and must maintain medical qualifications as established by the Department of Motor Vehicles and Connecticut regulations.
5. Drivers are subject to annual reviews of driving history records.
6. Drivers are subject to periodic road tests by the Department of Motor Vehicles.

7. Periodic criminal history checks

School Bus Driver Training

All-Star Transportation LLC has developed a highly effective safety program which is practiced at every level of our organization by every employee. Providing our employees with proper training and maintaining a high standard of performance is our priority. A continuous focus on “making things safer and better” is the forefront of our safety campaign.

When a candidate has met the initial screening requirements, they are enrolled in the All-Star Transportation LLC new driver training course. The training course averages forty five (45) hours per applicant.

All applicants must complete the classroom segment of training for Commercial Driver’s Licensing and All-Star Transportation LLC Company Policies and Procedures. The topics below are covered in the classroom segment of training that consists of five (5) four (4) hour day sessions:

1. Introduction
2. Drug and alcohol policy and testing procedure
3. Bloodborn and first aid with a demonstration
4. Paperwork required by Department of Motor Vehicles and All-Star Transportation LLC
5. Company policies and procedure
6. CDL training video
7. Wheelchair Securement and evacuations
8. Emergency evacuations for school transportation vehicles
9. CDL practice test
10. Winter driving
11. Railroad crossings
12. Laws and regulations
13. Assertive discipline program for student management

Once the applicant completes the classroom segment, passes written Motor Vehicle CDL exam and receives his/her training permit, the on the road training process begins. It is broken into segments of pre-trip daily inspection, on/off loading, railroad crossing procedure, emergency situations that could occur on the bus and static course training. This training covers an average of twenty (20) hours per applicant. Each applicant has to meet the All-Star Transportation LLC training supervisor’s standards for completion of Motor Vehicle Licensing.

After completion of licensing, each new employee will receive location training on policies and procedures, i.e., fueling of vehicles, parking areas, student discipline procedure, weekly times records, etc. A company handbook is issued to each employee.

Employee Policies and Procedures

Accident Policy

A preventable accident is one in which our driver failed to do everything reasonable to prevent the accident from happening. Preventability does not relate to fault. A non-preventable accident is one in which our driver did everything he/she could have to prevent the accident. All accidents must be reported from the scene to the dispatch office immediately regardless of the extent of damage.

The following policy pertaining to preventable accidents will serve as the basis for disciplinary action regarding accidents in a 24-month employment period.

FIRST PREVENTABLE

- ★ Written warning, safety manager will evaluate driver and issue retraining; or
- ★ Suspension 1-5 days (optional) and retraining; or
- ★ Termination (optional)

SECOND PREVENTABLE

- ★ Written reprimand safety manager will evaluate driver and issue retraining; or
- ★ Suspension 2-15 days and retraining; or
- ★ Termination (optional)

THIRD PREVENTABLE

- ★ Termination

Accident Retraining

The employee will receive a written notice of the necessity for attending retraining sessions, of which a copy will be placed in his/her employee file. Employees who are suspended must complete their retraining before returning to work. Employees will be compensated for time spent in retraining sessions. Failure to attend retraining sessions as directed will result in termination.

Cellular Phones

No employee who is operating a company vehicle in service is to use a cellular phone while the vehicles are in motion or in transit. Personal and company issued cellular phones are to be turned off any time the vehicle is in operation, including stops, lights, etc. In the event that a driver must make a cellular call, due to an emergency, the vehicle is to be safely pulled over to the side of the road in a secure location and away from traffic flow before the driver activates the cellular phone. Cellular phones may be activated during none driving lay-over times when on field or athletic trips, as long as it does not interfere with the safety of passengers, and as long as the bus is parked and secured. Violators of this policy will be subject to corrective counseling, and disciplinary action as necessary.

Complaints

Complaints of all nature will be handled in a discreet manner in order to verify their validity. To substantiate a complaint an investigation is conducted by management. If the complaint is substantiated corrective action will be taken up to and including termination. Complete documentation of the incident will be recorded and the confidentiality of the party making the complaint will be protected if requested or recommended. Sexual and other unlawful harassment complaints will be handled by the Operations Manager who is trained to investigate and discipline such complaints and conduct. School Districts will be notified immediately with any complaint or suggestion of abuse from passengers while being transported by All-Star Transportation employee. The school district, any necessary legal enforcement agency and All-Star Transportation will work together to investigate any and all allegations.

Continuous School Bus Driver Training

Every location terminal supplies additional monthly safety training to its employees. A formal meeting is held bi-monthly. It is mandatory that employees attend a minimum of six (6) meetings annually. Subjects that are covered include but are not limited to the following: seasonal safety, student management, emergency procedures, substance use/abuse, communication skills, activity trip procedures, characteristics of students with disabilities, and updates of laws, regulations and policies.

New and unique programs relating to mirror training and reference point training have been implemented and are in place. The program has significantly reduced the number of sideswipe accidents. Mirror certification occurs every year. When a driver uses a vehicle different from the type previously used a new certification is required. After exposure to our system, other agencies have implemented similar programs within their own organization.

It is stated in the All-Star Transportation LLC handbook that all drivers are required to be proficient in the operation of any vehicle used for passenger transportation. Therefore, all drivers are "cross trained" on vehicles that they would not normally operate. Experience has determined that many accidents occur when drivers operate unfamiliar or 'spare' equipment.

Driver Evaluations

Company policy requires an on board evaluation to be performed by trained safety personnel on all new employees thirty (30) days after licensing. On board or on road evaluations are also required by company policy on every All-Star Transportation LLC employee annually by safety personnel. Any irregularities of safety standards found during observations will require immediate mandatory re-training in the area observed by trained safety personnel.

All training is monitored by the Safety Supervisor. Reports of training progress, driver evaluation reports, and retraining reports are on file at the Terminal.

Reports are monitored to determine trends which indicate the need for improvements to our training program.

DRUG POLICY

All-Star Transportation has an obligation to our employees, our passengers and our customers to provide a safe and healthy workplace to operate the safest possible transportation system. With these goals in mind All-Star Transportation has established a zero tolerance policy on controlled substance and alcohol use for all employees. Possession of alcohol, illegal drugs, other illegal substances or prescription drugs that will impair the employee are not permitted on company property, or while on duty in the employment of All-Star Transportation. Furthermore, employees are not permitted to report for duty while under the influence of alcohol, illegal drugs or other illegal substances. Employees failing to adhere strictly to this policy will be subject to disciplinary action, up to and including termination. Report any suspicious activity to any Supervisor. In order to avoid a drug/alcohol problem we will always maintain a list of agencies and/or individuals that are available to assist an employee and/or his or her family for their specific needs.

Pre-employment

Any person hired by the Company will be required to submit to a pre-employment drug screening before they are physically on the job.

Random

Random drug and alcohol screening will be monitored and performed by an outside firm that meets the Federal and State Department of Transportation requirements. Random screening will be performed on a quarterly basis.

Accident

Drug/alcohol screening will be administered to employees involved in an accident that:

- ★ Property damage is deemed extensive by management
- ★ Serious injury and transportation is required to an emergency center, clinic or doctor
- ★ Receives a citation for a moving violation
- ★ Fatal injury is received

Probable Cause

A manager in conjunction with the Safety Department will make a decision as to whether a person should submit to this test. There must be a preponderance of evidence to suspect that an employee may be under the influence of alcohol and/or drugs.

Monitor Training of Student Management for Special Needs Students

Every Monitor that is employed by All-Star Transportation LLC to assist with the service of transportation of special needs students is required by company policy to receive training prior to employment. A video on Special Needs Pupil

Transportation detailing loading and unloading procedures for special needs is viewed and discussed in detail. The monitors are also required by company policy to have an additional two (2) hours annually of wheelchair securement procedures. An additional video on special needs evacuations is covered.

All monitors that are employed by All-Star Transportation LLC are required to complete a drug and alcohol pre-employment screening. A pre-employment criminal history check is also required.

Safety Personnel

Upon request, All-Star Transportation LLC safety personnel are available to school districts for safety programs for their students. The Connecticut School Bus Safety Program supplied by the State of Connecticut has many topics on school bus safety that are usually covered. Different segments are used depending on the age group that the program is designed for. Programs will be designed around the requests of school district personnel. Safety personnel are also available to Parent Teacher Organizations upon request.

School Bus Driver Training of Student Management

The relationship between the driver and the passengers is an important component for safety. Courtesy and the willingness to assist is evaluated through supervisory observation. Drivers and staff receive training and coaching in proper interaction with passengers. Drivers are instructed to refer problems to their supervisor. At no time is a driver to be confrontational with passengers.

All-Star Transportation LLC safety personnel currently uses the Lee Canter assertive discipline program to assist drivers with student management. It is a stop by step approach for managing student behavior on school vehicles. A video is shown and discussed in detail with new drivers. These steps and procedures are continually reinforced with drivers at the regularly scheduled monthly safety meetings. Individual drivers with student discipline problems are dealt with by safety and management personnel on a one on one basis.

School Bus Driver Training of Student Management for Special Needs Students

Every driver that is employed by All-Star Transportation LLC to service the transportation of special needs students is given additional training about the standard company requirements. A video on Special Needs Pupil Transportation detailing loading and unloading procedures for special needs is viewed and discussed in detail. The special needs drivers are also required by company policy to have an additional two (2) hours annually of wheelchair securement procedures.

The training program for operation of wheelchair lift vehicles was authored by All-Star Transportation LLC and has been continually updated. The program as it exists is in agreement with principals of securement as recommended in a recent study performed by Washtenaw County, Michigan and the University of Michigan

Transportation Institute. While the study refers to students, the application of the concepts is pertinent to passengers of all ages.

Ensuring that specialized equipment is in proper working order for boarding and discharging passengers is critical to daily operations. The All-Star Transportation LLC program is unique in requiring a specific pre-trip checklist of the vehicle wheelchair lift and passenger securement system. In addition, All-Star Transportation LLC has developed a step by step check off list of all required tasks in lift operation, passenger boarding wheelchair securement and passenger discharge which is used to evaluate individual driver performance.

School Bus Emergency Evacuation Practice Drills

All-Star Transportation LLC will conduct emergency evacuation practice drills two (2) times per year for each school district that we service. This is coordinated with local school personnel. The drivers are instructed on the proper procedure at monthly safety meetings. It is the individual drivers' responsibility to teach the procedure to the students prior to the drills. Safety personnel are also available to assist with the training.

Sexual and Other Unlawful Harassment

It is ALL-STAR TRANSPORTATION, LLC's objective to provide a working environment free from discrimination and conduct commonly referred to as sexual harassment.

The E.E.O.C. (Equal Employment Opportunity Commission) has provided a broad definition of sexual harassment. It is general in nature and may not always be clear when evaluating everyday situations.

"Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when

1. submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment,
2. submission to or rejection of such conduct by an individual is used as a basis for employment decisions affecting such individual, or
3. such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment."

Sexual harassment refers to behavior inappropriate in the workplace because it is offensive, unwelcome behavior which would not occur but for the sex of the offended person. Both sexual harassment, and accusations of sexual harassment, are disrupting to the work environment.

If you or a co-worker experiences what you believe to be sexual harassment or accusations of sexual harassment, report it promptly to your immediate supervisor or the Human Resources department. ALL-STAR TRANSPORTATION, LLC will investigate any employee, regardless of job position when such allegations are made. Based on available information, ALL-STAR TRANSPORTATION, LLC will take appropriate action and communicate on a need-to-know basis.

Appropriate disciplinary action, up to and including termination will be taken against any individual for sexual harassment charges determined to be valid.

MAINTENANCE

MAINTENANCE & ENVIRONMENTAL POLICY

All-Star Transportation LLC is committed to maintaining its vehicles with the highest degree of care. It is the policy of the company to ensure that the vehicle manufacturers' recommended procedures and schedules are met. Component replacement parts shall be of the highest quality and will meet or exceed vehicle manufacturer's specifications.

Proper maintenance procedures and adherence to our company's policies and schedules will result in a minimum occurrence of vehicle defects and failures and will ensure that all vehicles will be operated with the highest level of fuel economy as well as the highest degree of safety. The operating condition of each vehicle is subject to governmental regulations and compliance. Vehicle maintenance record keeping is subject to the same level of regulatory scrutiny by both Federal and State officials.

All-Star Transportation LLC, its officers, managers and employees shall ensure that the company employs proper maintenance procedures to maintain strict compliance in regards to environmental procedures and regulations.

MAINTENANCE EXPERIENCE

All-Star Transportation LLC has great pride and confidence in our vehicle maintenance program and the employees who manage it. We operate within the State of Connecticut and pledge to provide safe transportation to our passengers every school day. Our vehicles will be inspected, as required, by the Department of Motor Vehicles in addition to our own rigorous internal inspection program. The operating condition of each vehicle is subject to governmental regulations and compliance. Vehicle maintenance record keeping is subject to the same level of regulatory scrutiny by both Federal and State officials.

Our maintenance staff will consist of individuals with extensive experience in vehicle maintenance for passenger service operations, an industry that is unique in many ways. All-Star Transportation promotes the nationally recognized Automotive Service Excellence (ASE) program for all maintenance personnel to participate in. Each employed mechanic within two (2) years of employment will be required to be certified in a minimum of one (1) of the six (6) school bus certifications available. Upon completion of five (5) years of employment each mechanic will be required to have a minimum of four (4) of the six (6) certifications. Shop Managers will be required to have an ASE master certification within two (2) years of employment in this management position.

Our maintenance staff will receive ongoing training in various areas of vehicle maintenance procedures as necessitated by vehicle component changes, regulatory mandates, and new equipment purchases. Training sessions will be conducted in house and by outside specialists from vendor groups and other agencies. Video tape presentations followed up by hands-on training workshops will be utilized on a regular basis. Training sessions will also be conducted with out staff on related areas such as workplace safety, environmental procedures, and hazardous materials awareness and handling.

Our maintenance staff will consist of individuals with extensive experience in vehicle maintenance for passenger service operations, an industry that is unique in many ways. Minimum qualifications for maintenance personnel employed by All-Star Transportation LLC will require that an individual have at least one year of full time experience as a fleet mechanic. Cleaners, fuelers and other maintenance support employees will also be trained in the areas of workplace safety, environmental procedures and hazardous materials handling. Fuelers will also receive extensive training in regard to the use of fuel clean up containment kits and the proper procedure for fuel spill prevention.

VEHICLE MAINTENANCE PROGRAM

All-Star Transportation LLC utilizes the computerized maintenance program developed and authorized by International Corporation titled Diamond Connection Solutions. This program is used by school bus and truck fleet owners nationwide. Diamond Connections allows an intensive tracking of every aspect of each vehicle's preventative maintenance, tracks parts, mileage and warranty. Every All-Star Transportation vehicle has a preventative maintenance schedule to perform maintenance at three thousand (3000) miles or ninety (90) days, whichever ever comes first. This is tracked by vehicle mileage entered weekly into the maintenance program. Shop Managers and the Director of Maintenance receive weekly reports showing weekly vehicle maintenance needs which are scheduled accordingly. All-Star Transportation prides itself on never cutting corners and fulfilling the maintenance requirements of every vehicle. All-Star Transportation has achieved status with the IC Corporation and the BlueBird manufacturing companies to do it's own in house warranty on vehicles. To achieve this status these distributors ensured that All-Star Transportation meets all of the standards that they use to meet their own standards as major school transportation vehicles.

MAINTENANCE PROGRAM-CORRECTIVE

The preventative maintenance schedule set forth will meet or exceed all OEM requirements. This will contribute to a very low failure rate on the road. At the completion of every PM inspection all follow-up repairs will be completed. In addition any defects will be noted on a daily defect sheet and will be repaired on a daily basis. All minor and major repairs will be completed by our trained maintenance staff.

Pre-trip, DVIR'S, and Defects on Vehicles Procedures

Connecticut Motor Vehicle regulation (14-275-31) requires each operator of a school bus, Type II or STV to conduct a pre-trip inspection. Regulation (14-275c-41) requires a driver to prepare a DVIR and further requires the carrier (All-Star Management) to inspect and make the necessary repairs when needed.

PRE-TRIP INSPECTION - this process is a separate function from the DVIR. Pre-trips must be performed before the first run of the day and should be done by each subsequent driver for that bus during the day. Pre-trip consists of a complete walk around inspection of critical and non-critical components. The DVIR becomes the tool by which the driver records any defects found and notifies the carrier (All-Star Management) of the problem.

DVIR CERTIFICATION – Each report must be signed by the driver, “daily.” Also, as a method of acknowledgement receipt, all reports, regardless of whether or not there are defects listed, must also be signed by the carrier (All-Star Management) or its designated representative on a daily basis.

NO DEFECTS DISCOVERED – If after the pre-trip inspection no defects are discovered, the driver may operate the vehicle for that day. The DVIR must clearly state NO DEFECTS. The driver should turn the report in at the end of the day. This will allow for any defects discovered during the day to be added to the report. DVIR's are to be placed in the basket in the office at the end of each day or when you are done with that vehicle for the day.

DEFECTS DISCOVERED - Any defects discovered during the pre-trip inspection or during operation must be listed on the DVIR. If a defect is discovered, it must be immediately brought to the attention of the carrier (All-Star Management) before the vehicle is dispatched from the yard. All-Star Management shall make the determination if repairs are needed to be made prior to the vehicle being operated or if the vehicle may leave the yard. DVIR'S with defects are to be handed in to the dispatch office when discovered, not left in the vehicle until the end of the day. Serious defects need to be verbalized to the dispatch office also when handing in the DVIR. Mechanics will sign off on all DVIR's that they repair and inspect. It is the driver's responsibility to make sure the defect is repaired prior to operating the bus again or asks Management if the vehicle can be used. **DO NOT TAKE THE VEHICLE WITHOUT IT SIGNED OFF ON IN THE BOOK.**

RECORD RETENTION – A copy of the DVIR from the previous day of operation must be in the vehicle. When the last page is used in the book, the book should remain in the vehicle for one day and then the book should be discarded and taken out of the vehicle.

SERVICE OF VEHICLES – Employees must check in with the Dispatch Office to see what vehicle you will be assigned when your vehicle is held in for service.

DEFECT PROCEDURE - Drivers will turn defect slips in with no defects at the end of each day into a basket in the driver's area.

Drivers will turn defect slips in with defects to the dispatch office when they find them. The dispatch office will review the defect and immediately pull the key on any vehicle with a potentially unsafe defect that would hinder service. (i.e. SOS light out, brake concern, fluids leaking, etc)

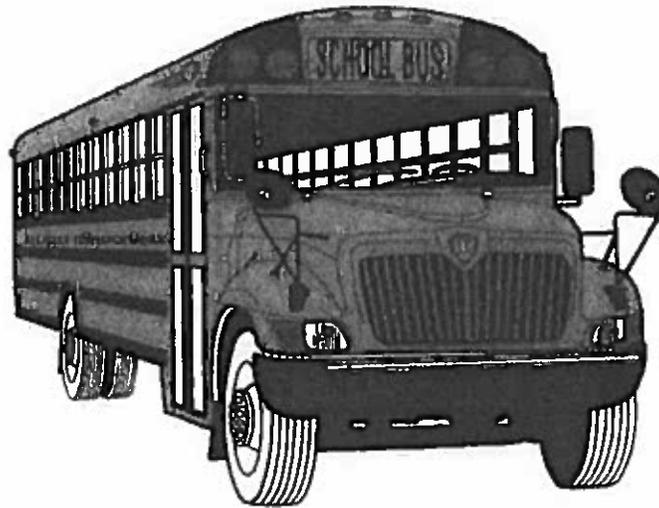
A designee of the dispatch office will bring the DVIR out to the Shop Manager or call the Shop Manager. The DVIR's will be given to the Shop Leadman if the Shop Manager is not available. The Shop Manager or Leadman will designate a mechanic to fix the vehicle and sign off on it. The mechanic will inform the Shop Manager or Leadman that the vehicle is repaired. The Shop Manager or Leadman will inform the dispatch office that the vehicle is repaired and what was done to it if warranted. The Dispatch Office will inform the driver that the defect was repaired and the vehicle is safe to use.

The maintenance department will only deal with drivers when needed and someone from the dispatch office will assist them at all times whenever possible. When vehicles break on the road the dispatch office will notify the garage of the breakdown for assistance. The shop will keep the dispatch office continually updated of the status of the vehicle (i.e. children on the bus, tow truck needed, etc).

Drivers are not allowed in the garage and are not to bring DVIR's into the garage to be fixed. This is the Dispatch office's responsibility. Someone from the dispatch office will go out to the garage if a driver needs to bring a bus up to have something looked at. Communication will be in person or on the phone.

ALL-STAR TRANSPORTATION

JOB DESCRIPTIONS & ORG CHART



**“The NEW Leader of School
Bus Transportation”**



TERMINAL MANAGER JOB DESCRIPTION

Reports to: Operations Manager and Company Owners

Responsibilities: Under limited supervision, direct, supervise, plan and dispatch staff to ensure on-time performance of service.

- **Oversee all of the day to day operations of the Terminal**
- **Interview and hire all personnel required for the successful operations to provide services required by the customer**
- **Direct liaison between the company and customers**
- **Investigate all scheduling and driver complaints resolving problems directly with customer**
- **Handle charter reservation and customer billing**
- **Maintain and submit employee payroll for weekly processing**
- **Assist with maintaining vehicles by working with shop manager and drivers with maintenance concerns**
- **Responsible for employee disciplinary issues and training qualifications**
- **Perform other tasks or projects as assigned**

Qualifications:

- **Excellent customer service and communication skills**
- **Basic knowledge of radio dispatch equipment**
- **Problem solving skill and ability**
- **Basic math important, computer skills required**
- **Good knowledge of geographical area very helpful**



DISPATCHER JOB DESCRIPTION

Reports to: Terminal Manager

Responsibilities: Under limited supervision, dispatch all buses to ensure on-time performance of service.

- Assist with overseeing all routing and scheduling of buses; provide timely information to drivers
- Take all scheduling and driver complaints, reporting to the Manager or resolving problems directly with customer
- May handle charter reservations, billing and/or driver payroll
- Assist in providing information during any and all emergency weather or vehicle breakdown situations
- May handle backup driver duties or perform miscellaneous clerical duties
- Perform other tasks or projects as assigned

Qualifications:

- Excellent customer service and communication skills
- Basic knowledge of radio dispatch equipment
- Problem solving skill and ability
- Basic math important, computer skills a plus
- Good knowledge of geographical area very helpful



Safety Supervisor Job Description

Directly Reports to: Operations Manager and Supervisor

Objective: To oversee and improve all aspects of safety relating to assigned terminals as well as the overall company.

Goal: To ensure that all employees are instructed and counseled at all times to employ the safest standards and behaviors that follow Federal, State and Company laws and policies.

Responsibilities:

- ★ Develop polices to be reviewed by the owners to improve the quality of the safety program at All-Star Transportation.
- ★ Schedule, conduct and track attendance of monthly safety meetings. Develop new meetings to cover the mandated State and Company topics to improve driver education and participation.
- ★ Conduct all aspects of new driver training including but not limited to classroom training and behind the wheel training. Communicate effectively and ensure a positive relationship with the State DMV.
- ★ Efficiently oversee and schedule driver trainers, monitoring hours worked and skill qualities.
- ★ Respond, investigate, report and record all types of accidents. Work to reduce the number of accidents and their severity. Maintain accurate files and work to close cases promptly.
- ★ Be accessible for employees and customers via company issued cellular phone.
- ★ Complete special projects as assigned.
- ★ Company assigned vehicle is to be kept clean and presentable. Alcoholic beverages are not permitted in vehicle or consumed while operating vehicle. Personal use is limited to day to day activities and is not to be used for vacations, out of town trips, etc.



Driver Trainer Job Description

Goals:

Driver Trainer's for All-Star Transportation will promote a positive image of a professional driver for new applicants as well as working with their peers at all times. As a Driver Trainer you will be required to assist new drivers with their skills and report concerns of unsafe driving behaviors to Supervisors to review. Driver Trainers must have proficient skills in communication and work well with others.

Responsibilities:

- Receive instructions from Safety Supervisors and/or Management on assignments.
- Retrain or evaluate assigned drivers.
- Work within training time frames designated by Supervisors.
- Communicate effectively with trainees or peer drivers.
- Work in vehicles, bus yards and/or training sites with trainees.
- Accurately and neatly fill out required training paperwork.
- Train and drive all types of vehicles.
- Assist trainees with Motor Vehicle testing.

Requirements:

- Must be available between morning and afternoon routes for training.
- Must be available for summer hours which could range from 3 to 8 hours per day.
- Must have a least one year safe school bus driving experience.
- Must have a good relationship with Supervisors and peers.
- Must have a good knowledge of Company policies and procedures.
- Must be willing to travel to any All-Star Transportation location to train or any testing site that we are required to test at.



SHOP MANAGER JOB DESCRIPTION

Reports to: Director of Maintenance & Terminal Manager

Responsibilities: Supervise the established maintenance program of all vehicles assigned to a specific facility and ensure that repairs are made following proper procedures by all of the maintenance staff.

- Specialize in the tracking of assigned vehicles using the Company's computerized maintenance program for routine scheduled vehicle maintenance
- Comply with set maintenance schedules for all assigned vehicles and take vehicles out of compliance out of service until maintenance requirements are fulfilled
- Control and maintain parts inventory within Company guidelines
- Assist the State of Connecticut Department of Motor Vehicles with annual inspections and safety standards
- Hire, train and supervise maintenance staff
- Dispatch service vehicles to school transportation vehicles in distress
- Perform other tasks or projects as assigned

Qualifications:

- Excellent customer service and communication skills
- Excellent knowledge of school bus maintenance
- Problem solving skill and ability
- Basic math important, computer skills a plus
- Good knowledge of geographical area very helpful



Fueler-Yard Attendant

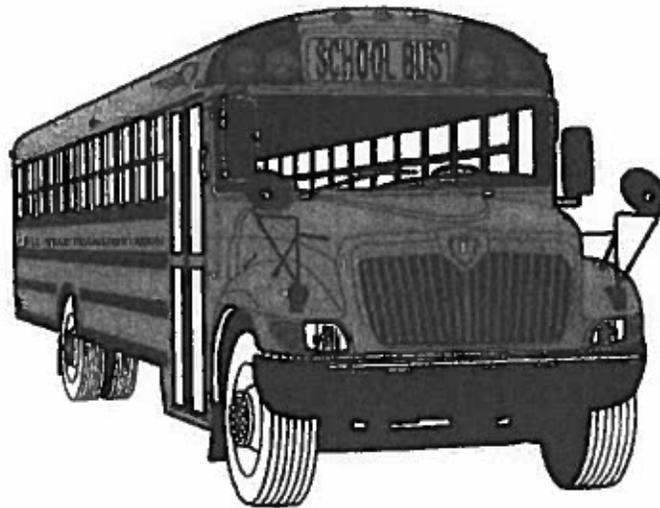
Purpose: Under direct supervision of the Terminal Manager and Shop Manager, oversee and administer vehicle fueling, fluid checks, minor defect repairs, and other general maintenance functions.

Responsibilities:

1. Fuel vehicles on a daily basis. Maintain accurate fuel records as required by company policy. Monitor fuel inventory levels. Maintain an environmentally safe workplace.
2. Perform fluid level checks on all assigned vehicles according to schedule established by management. Maintain accurate records as required.
3. Repair minor defects reported by the drivers on driver vehicle inspection report (DVIR). Communicate with manager in regards to defects which require additional attention or repair. Indicate any potential vehicles being taken out of service promptly to Manager.
4. Repair seat and upholstery damage on vehicles to insure vehicle interiors remain in safe condition.
5. Prepare weekly mileage report for Shop Manager.
6. Drive school vehicle to accidents, breakdowns or other emergency situations when necessary. Operate vehicles for other purposes, such as shuttling for maintenance purposes.
7. Assist in the maintenance shop when requested and when time warrants as directed by Manager's.
8. Help to maintain a clean and safe work environment in the building as well as on the company grounds.

ALL-STAR TRANSPORTATION

COMPANY REFERENCES



**“The NEW Leader of School
Bus Transportation”**



Company References

Torrington Board of Education

355 Migeon Avenue
Torrington, CT 06790
860-489-2327

Regional School District #12

11A School Street
Washington Depot, CT 06794
860-868-6100

Salisbury Board of Education

45 Lincoln City Road
Lakeville, CT 06039
860-824-0855

New Milford Public Schools

50 East Street
New Milford, CT 06776
860-354-8726

Regional School District #10

24 Lyon Road
Burlington, CT 06013
860-673-2538

Regional School District #16

207 New Haven Road
Prospect, CT 06712
203-758-6671

Sherman Public School

2 Route 37 East
Sherman, CT 06784
860-355-3793

Ansonia Public Schools

42 Grove Street
Ansonia, CT 06401
203-736-5095

Cornwall Board of Education

5 Cream Hill Road
West Cornwall, CT 06796
860-672-6617

Mr. Chris Leone

Superintendent of Schools
Ms Danielle Batchelder
Director of Business Services

Mr. Bruce Storm

Superintendent of Schools
Mr. Robert Giesen
Director of Finance & Operations

Ms Patricia Chamberlain

Superintendent of Schools
Mr. Sam Herrick
Business Manager

Dr. JeanAnn Paddyfoote

Superintendent of Schools
Mr. Greg Miller
Director of Fiscal Services

Mr. Alan Beitman

Superintendent of Schools
Mr. David Lenihan
Business Manager

Mr. James Agostine

Superintendent of Schools
Mr. Hugh Murphy
Business Manager

Dr. Michael Perrone

Superintendent of Schools
Mr. Mike Pascento
Principal

Mrs. Carol Merlone

Superintendent of Schools
Mr. James Gaskins
Business Manager

Ms Patricia Chamberlain

Superintendent of Schools
Mr. Sam Herrick
Business Manager

Derby Public Schools
35 Fifth Street
Derby, CT 06418
203-736-5027

Seymour Public Schools
98 Bank Street
Seymour, CT 06483
203-888-4564

Litchfield Public Schools
Plumb Hill Road
Litchfield, CT 06759
860-567-7500

Regional School District #6
98 Wamogo Road
Litchfield, CT 06759
860-567-4700

North Canaan School
90 Pease Street
North Canaan, CT 06018
860-824-5149

Lee H Kellogg School
47 Main Street
Canaan, CT 06031
860-824-7791

Sharon Center School
80 Hilltop Road
Sharon, CT 06069
860-364-5153

Kent Center School
9 Judd Lane
Kent, CT 06757
860-364-5154

Oxford Public Schools
1 Great Hill Road
Oxford, CT 06478
203-888-7754

City of Waterbury
203 Grand Street
Waterbury, CT 06702
203-574-8037

Dr. Stephen Tracy
Superintendent of Schools
Ms Pamela Mangini
Business Manager

Ms. Maryann Mascolo
Superintendent of Schools
Mr. Rick Belden
Business Manager

Dr. Debra Wheeler
Superintendent of Schools
Mr. Pat Buccitelli
Business Manager

Mr. Ed Drapp
Interim Superintendent of Schools
Mr. Ed Drapp
Business Manager

Ms Patricia Chamberlain
Superintendent of Schools
Mr. Sam Herrick
Business Manager

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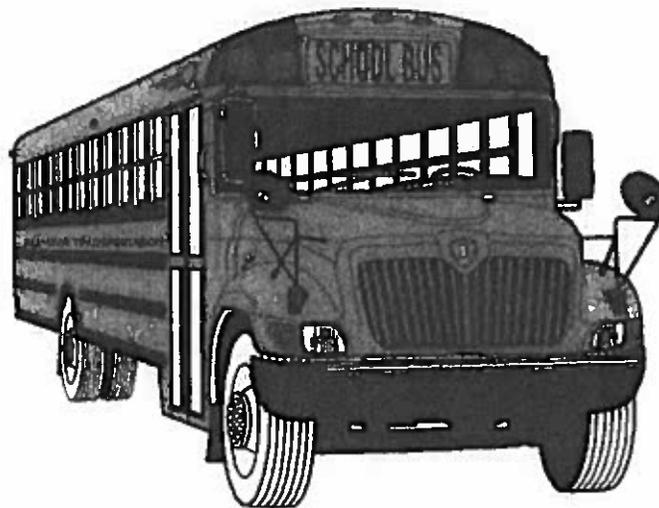
Ms Patricia Chamberlain
Superintendent of Schools
Mr. Sam Herrick
Business Manager

Dr. Edward Malloy
Superintendent of Schools
Mrs. Rosemary Hanson
Director of Business Operations

Dr. David Snead
Superintendent of Schools
Mr. Jeffery Hunter
Transportation Director

ALL-STAR TRANSPORTATION

ADDITIONAL INFORMATION



**“The NEW Leader of School
Bus Transportation”**

FLEET REPLACEMENT PROGRAM

All-Star Transportation LLC will put all new 2013 model year vehicles into service for year one (1) of the contract. Type I's will be IC-CE'S or Bluebird Vision's. All Type II vehicles will be Mid-bus or Bluebird Micro Birds.

All-Star Transportation will change the capacity of a vehicle during the course of the contract if required to solve routing issues at no extra charge to the Newtown Public Schools. We will meet or exceed all equipment requirements that the bid specs state.

We see no current need to replace any vehicles during this five (5) year contract since we are proposing all new vehicles at the start. If additional vehicles are needed to be added during the five (5) year contract they will be 2013 model year or newer.

Ownership Information

All-Star Transportation LLC is owned by:

John Dufour
Leslie Dufour Sheldon
Richard Dufour

Outstanding Legal Issues

Any outstanding legal issues are covered by insurance.

Property – Bus Housing

A centrally located facility in Newtown will be secured upon bid being awarded.
Several properties are available at this time.



PM INSPECTION WORKSHEET

Vehicle Fleet # _____ Mileage _____ Location _____ Mechanic(s) _____ Date _____

INSPECTION CODES (✓) OK (0) FOLLOW UP NEEDED (X) ADJUSTED/SERVICED/REPAIRED

Drive On Inspection	Code	Int.
Start engine - Check the following		
Listen for unusual engine/starter noise		
DVIR book		
Parking brake		
All brake warning devices		
Service brake & electric booster		
Air brake operation		
Back - up alarm		
Neutral safety switch		
All instruments & horns		
All interior & dash lights		
Automatic transmission operation		
Steering play		
Seat & seat belts & seat anchors & floor mats		
Heaters & defrosters		
First aid kit/flammable fire extinguisher		
Trash can and mounting		
Flash light		
Interior lettering and header pads		
Emergency door operation/buzzer		
Door glass/windshield/mirror condition		
Window glass/stops/buzzers/tint		

Circle Inspection	Code	Int.
Turn on all lights & turn signals & do the following while walking around bus		
Lube door hinges/door locks/glass operation		
Safety equipment		
Radiator & AC core for bugs		
Lights & reflectors		
Mirror & mounting interior/exterior		
Hood latches		
Wiper blade condition		
Entrance door operation & seal		
Physical damage		
Inspect & lube stop arm		
Bumpers/mounting/flashing		
Lettering & signs		
License plate/all inspection stickers		

Battery Inspection	Code	Int.
State of charge or level		
Cables & hold downs		
24,000 miles		
Check & record toe in		
Load test batteries		
1) _____ 2) _____ 3) _____		

Tire and Wheel Inspection	Code	Int.
Irregular or alignment wear		
Cuts & tears		
Mismatched tread & dual mating		
Valve stems & caps		
Wheels for cracks or loose lugs		
Outer hubs for leaks		
Record tread depth & air pressure		

Recommended Pressure _____

Air Cleaner	Code	Int.
Record filter minder _____		
Check air filter		
Check air intake system		

Under Hood Inspection	Code	Int.
Lube hood latches/hinges/pivoting		
Fan assembly/shroud & radiator		
Record antifreeze protection level		
Pressure test cooling system		
Inspect entire system for leaks		
All hoses for bulging & chafing		
Coolant recovery system		
All belts for alignment/condition/adjustment		
Record charging system test _____		
Alternator mounting & wiring		
Glow plugs & system		
Vacuum pump & air compressor		
Hydraulic brake booster		
Master cylinder level/leaks		
Check for evidence of exhaust leaks		
Check engine for oil/fuel/antifreeze leaks		
Drain water from fuel filter/separation		
Check engine oil level		
Check transmission oil level		
Check power steering fluid		
Fill windshield washer fluid		
Check for open holes in firewall		
Steering column boot		

Raise Front End	Code	Int.
Loose or noisy wheel bearings		
King pins & ball joints		
Steering system		

Under Vehicle Inspection	Code	Int.
Entire steering system		
Steering box for mounting & leaks		
Over steering hoses		
Bushings & U bolts		
Spring shackles/hanger brackets/bushings		
Shock absorbers & mounting		
Engine & transmission mounts		
Engine or transmission leaks		
Starter & wire harness		
Parking brake components		
Drive lines/U joint & slip yokes		
Exhaust for leaks & tightness		
Tail pipe for proper length		
Body mounting/boils/rubbers		
Fuel tank mounting/leaks/guards		
Check & clean differential breather		
Inner wheel seals for leaks		
Differential for leaks		
Differential grease level		
Brake hoses for leaks, chafing & bulges		
All brake lines for leaks, chafing & rust		

Miscellaneous and Special Vehicle Checks

CHECK SPECIAL ORDER PARTS		
Check:		

PM Follow-UP

Brakes	Code	Int.
Visible/audible leaks		
Check all lines along chassis		
Vacuum booster hoses and mounting		
Hydraulic lines, wheel cylinders, calipers		
Air chambers, relay valves and lines		
Check Automatic slack adjusters, operation, linkage, bushings, and travel		

Indicate Pushrod Travel

Right Front	<input type="text"/>	Right Rear	<input type="text"/>
Left Front	<input type="text"/>	Left Rear	<input type="text"/>

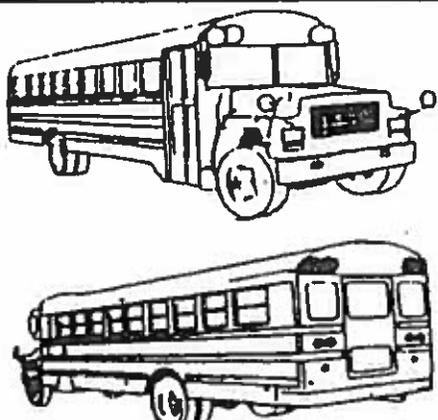
Note: If adjustment is necessary, automatic slack adjustment may not be functioning properly

Air tanks/lines/mounting brackets		
Visually inspect linings and drums		
Adjust all brakes, wheels off ground (hydraulic systems)		
Parking and emergency brake system		
Two-way check valves in dual air system		
Alternately drain primary and secondary		
Drain all air tanks		

Bus Lift Inspection

Check lift for proper operation		
Inspect for stress, cracks, mounting and alignment		
Check for worn or missing pins, hinges, latches, pivots and bushings		
Inspect all hydraulic fittings and lines for leaks		
Inspect all electrical connections and micro switches		
All system covers, instructions and warning signs in place		
Complete lubrication including channels		
Check wheelchair securement tracks for correct mounting		
Condition and securement of control and cable		
Lift door warning devices and interlock		
W/C tie downs stored in compartment		
Lift cover in place		
W/C securement device operating properly		

Physical Damage



X = Dent W = Scratch

OTHER

OTHER

BRAKE RECORDINGS

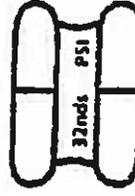
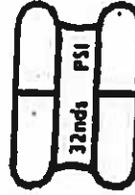
LF LINING LEFT _____ DRUM OR ROTOR MEASUREMENT _____

RF LINING LEFT _____ DRUM OR ROTOR MEASUREMENT _____

LR LINING LEFT _____ DRUM OR ROTOR MEASUREMENT _____

RR LINING LEFT _____ DRUM OR ROTOR MEASUREMENT _____

TIRE RECORDINGS



Recommended Pressure _____



International knows how to reduce your fleet costs and increase uptime. Our new and improved Diamond Connection® Solutions further exemplifies our customer commitment by providing leading edge fleet maintenance and management technology to track and manage your fleet maintenance needs.

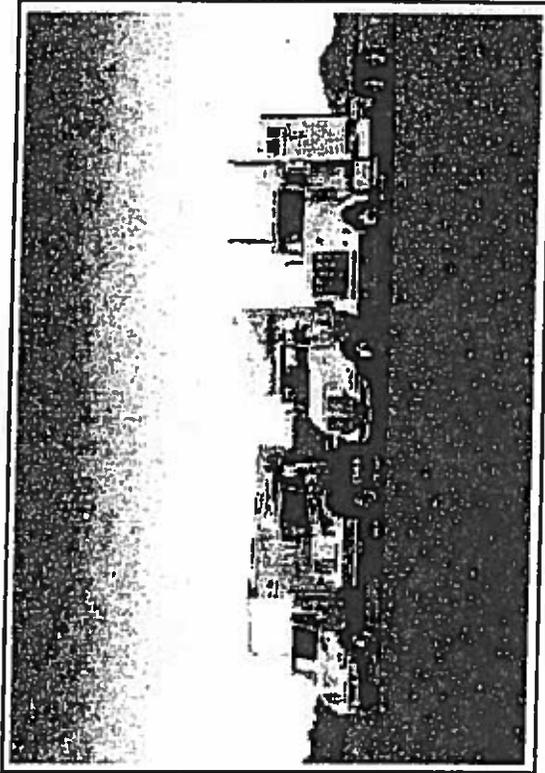
Keep safe driving a priority by:

- ✓ Delivering a preventive maintenance schedule that:
 - ensures parts availability
 - records truck maintenance and repairs
 - identifies potential training needs based on documented repair activity
- ✓ Creating PM reports to meet state-mandated programs
- ✓ Staying informed on the repair and maintenance history of the entire fleet

Generate powerful management reports:

- ✓ Vehicle cost per mile and more
- ✓ Inventory:
 - parts on hand, cores, warranty claims, obsolete parts, physical inventory worksheet, and reorder report
- ✓ Work orders by vehicle, mechanic and invoice summary
- ✓ Preventive maintenance:
 - schedule, due and history
- ✓ Custom reports and data exports

With Diamond Connection Solutions, you can manage your truck fleet's maintenance, repair and parts inventory – on time and on budget, to keep your trucks on the road. You can also schedule preventive maintenance and track work orders.



Eliminate time-consuming, routine inventory management by:

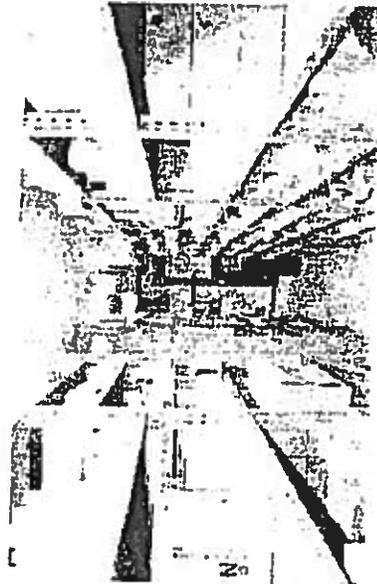
- ✓ Developing accurate inventory records
- ✓ Reducing inventory carrying costs
- ✓ Identifying slow-moving or obsolete inventory
- ✓ Reordering parts easily with a daily system-generated suggested parts order
- ✓ Eliminating redundant data entry

Add more power with optional features:

- ✓ Networking
- ✓ Employee information
- ✓ Vehicle parts reference
- ✓ Fuel tracking, fuel interface
- ✓ Purchase orders
- ✓ Licenses and permits
- ✓ Reported problems
- ✓ Vehicle logs
- ✓ Tire tracking

Simply Easy-To-Use

- ✓ Standard PC hardware
- ✓ Intuitive Windows-based point and click operation
- ✓ Bar code scanning technology
- ✓ Standard and customizable user-generated reports and custom queries



Harness the power of our vast network and knowledge serving fleets with Diamond Connection[®] Solutions.

Contact your International[®] dealer for a free analysis to show you the dollar value of Diamond Connection Solutions and the positive impact it will have on your bottom line.

Simply Powerful Solutions

In addition to the obvious value of a proven inventory control system and the ease of reordering the right parts in the right quantities at the right time, Diamond Connection Solutions can help:

- ✓ Reduce inventory investment
- ✓ Eliminate inventory stock-outs
- ✓ Improve parts warranty recovery
- ✓ Reduce inventory shrinkage
- ✓ Reduce administrative costs
- ✓ Reduce maintenance costs
- ✓ Increase labor productivity
- ✓ Reduce fuel and tire costs
- ✓ Track vehicle information
- ✓ Control access to information
- ✓ Create customer invoices

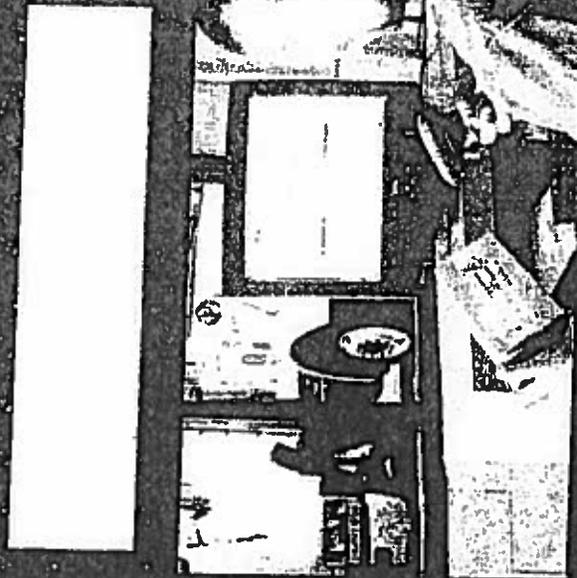


For the International[®] dealer nearest you, call
800-44-TRUCK or visit
www.internationaltrucks.com

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PBC-05-1221

Diamond Connection[®] Solutions



Inventory Management and Fleet Maintenance Software

EXHIBIT C TO THE CONTRACT

5.3.10 The Contractor warrants and guaranties that the Contractor is an independent contractor in the performance of this Contract and the School District is interested only in having the bus transportation services performed. For all purposes of this Contract, except for drivers, all monitors and others engaged by Contractor for the performance of this Contract shall be considered employees of Contractor and not Newtown Public Schools. The Board shall provide a certain number of drivers, as described below in Section 8.7.1. All of the other drivers and all stand-by or substitute drivers shall be provided by the Contractor and shall be considered employees of Contractor and not Newtown Public Schools.

8.7.1 Personnel Matters

The Board shall provide a certain numbers of drivers, such amount to be determined by notice given to the Contractor. Such drivers shall be referred to as the "Board's Drivers." The Contractor shall provide the remaining drivers and any stand-by or substitute drivers necessary to provide the transportation services described in this Contract and these drivers shall be the Contractor's employees. The Contractor's drivers shall be referred to as the "Contractor's Drivers." The Board's Drivers and the Contractor's Drivers are together referred to as the "Drivers."

All supervisory personnel, Contractor's Drivers, mechanics, and bus monitors (currently referred to by the District as "aides") must meet all legal and regulatory requirements for holding their respective positions, and shall in all respects be in compliance with all requirements of law, ordinance or regulation of the Department of Motor Vehicles, including all required driving, licensing, training and certification. In addition, the Contractor will be responsible for fulfilling the fingerprinting requirements, background check requirements, and drug and alcohol testing requirements pursuant to all Federal Department of Transportation, State Education Department, State Department of Motor Vehicles regulations, and State law. All Contractor's Drivers under this Contract shall be paid a minimum of \$13.50 per hour during this Contract term.

The Board's Drivers shall also meet all legal and regulatory requirements for holding their positions, and shall in all respects be in compliance with all requirements of law, ordinance or regulation of the Department of Motor Vehicles, including all required driving, licensing, training and certification.

8.7.1.1 It is recognized that for the protection of the children, drivers and all other persons coming in contact with the children must be of stable personality and of the highest moral character. The District places upon the Contractor, and the Contractor agrees to accept, the full responsibility of assuring such qualities in the Contractor's employees. The Contractor agrees to not allow

any of its employees to drive a school bus or serve as a bus monitor, whose moral character is not of the highest level or whose conduct might in any way expose any child to any impropriety of word or conduct whatsoever. Nor shall the Contractor allow any of its employees to drive a school bus or serve as a bus monitor who is not physically and/or emotionally capable of performing the essential functions of their job, with or without accommodation. All drivers and bus monitors must understand and speak English. No person who is serving a sentence in a penal or correctional institution, on parole or participating in any court ordered program (such as programs related to DWI or the Connecticut Alcohol and Drug Abuse Commission) shall be employed or work under this Contract. No one who has had a finding made against them of abuse and/or neglect by the Department of Children and Families ("DCF"), or has been placed on DCF's registry shall be utilized by Contractor as a driver or aide.

8.7.1.2 The responsibility for hiring and discharging all of Contractor's employees with respect to all obligations arising from the Contract shall rest entirely upon the Contractor, and the Contractor agrees not to enter into any agreement or arrangement with any employee, person, group or organization which will in any way interfere with their ability to comply with this requirement, except as otherwise required or permitted by law. The Contractor further agrees that the School District, solely in its discretion, shall have the right to remove, reject, or direct replacement of any routing supervisor, dispatcher, Contractor's Driver, mechanic, or monitor. The Board of Education reserves the right, in the exercise of its sound discretion, to reject any of Contractor's Drivers or bus monitors or to direct that they be replaced, without being limited to considerations of health and driving records.

8.7.1.3 A "terminal manager" (or similar function/title) will be provided by the Contractor hereunder. Said manager will be directly responsible for contacts with parents regarding transportation problems within the District; provided, however, that all such routing and parent contacts are authorized by officials of the District as designated by the District's Superintendent of Schools or designee. Said supervisor also shall be responsible for compliance by Drivers with all District transportation policies, all statistical studies and reports required by the District, including those items necessary for State of Connecticut purposes, and monthly reports on pupil load, driver and student discipline problems and accident reports. Said manager and his duly authorized designee, shall arrange with the District to be available during all hours that services are being performed pursuant to the Contract, as well as prior to the beginning of each day's hours of service, and for meetings with representatives of the District. The manager is required to meet all State regulations and training requirements.

The manager, and/or appointed assistant managers, are precluded from any bus driver duties or driving any bus. Sufficient management personnel shall be maintained and available from at least 6:00 A.M. to 5:00 P.M. when school is in session.

- 8.7.1.4 All Contractor's Drivers and monitors provided by the Contractor pursuant to the Contract shall be properly dressed.
- 8.7.1.5 The Contractor must comply with all State, Federal, and local laws and regulations, and regulations of the Department of Motor Vehicles regarding school bus drivers, bus monitor employment and bus operation, and Board of Education policies.
- 8.7.1.6 Each Contractor's Driver and monitor performing services pursuant to the Contract shall be involved in all safety programs which are or may be required by the laws, rules and regulations of the State of Connecticut. The Contractor shall allow the Board's Drivers to participate in any safety programs that the Contractor has for the Contractor's Drivers. The Contractor shall employ a qualified "driver trainer" who will also personally travel each route with the assigned driver at least once a year to survey not only the driver's performance but route hazards and equipment efficiency. The Contractor must comply particularly with the regulations of the State of Connecticut as they apply to safety regulations for drivers and monitors.

The District reserves the right to provide specialized bus monitor training with the cost of said training borne by the District, with associated wages for the attendees paid by the Contractor. The Contractor agrees to fully cooperate in the provision of this training. Any bus monitor training required by regulation or law shall be the responsibility of the Contractor with the cost of said training borne by the Contractor.

- 8.7.1.7 The physical examinations of Contractor's Drivers shall be at the driver's or the Contractor's expense. All exams to be completed as required by regulations of the Department of Motor Vehicles. All Drivers must also comply with any Federal drug and alcohol testing requirements which compliance will be solely at the Contractor's expense, and any physical ability tests that may be mandated during the term of this Contract.

This Contract includes provision for the Contractor to provide bus aides as required by the District. All such monitors shall receive all physical examinations and testing as may be required by applicable regulations.

Each Contractor's Driver performing services pursuant to the Contract must undergo the physical examinations and the reports thereof shall be transmitted to the District's Superintendent of Schools, or designee, in writing on the forms prescribed by the District. Should regulations require physical

examinations for bus monitors, these will also be the responsibility of the Contractor.

The District reserves the right to have its doctor examine anyone providing service under this Contract for purposes of determining their fitness for duty with the cost of such examination at District expense.

All employees of the Contractor will be drug-tested prior to employment and randomly thereafter in compliance with all Federal and State laws and regulations. The Contractor will submit proof of drug testing to Newtown Public Schools for each employee prior to their driving buses in its transportation system.

- 8.7.1.8 The Contractor shall submit to the District no later than 14 days prior to the beginning of each Contract year a list of the names, addresses, and Connecticut driver's license numbers of all Contractor's Drivers, and all regular and substitute bus monitors, employed to provide the services required hereunder, and said list shall be updated by the Contractor by adding or deleting such information regarding any such Contractor's Driver or monitor hired or terminated after that date and at the time such hiring or termination takes place.
- 8.7.1.9 The Contractor shall at all times have stand-by drivers in the event of mechanical or other difficulties to maintain and provide the services which are required under this Contract.
- 8.7.1.10 The Contractor shall be responsible for providing practice and instruction to the Drivers and monitors with regard to the location, use and operation of the emergency door(s), fire extinguisher(s), first aid equipment, windows and roof hatches as means of escape in case of accident. Similar drills for students may be held under the general supervision of the District at such times and in such fashion as may be required by the applicable regulations of this State or the law.
- 8.7.1.11 The Contractor will inform all Drivers providing services under the Contract that changes in routes, stops or schedules may be made only with the prior approval of the District. Additionally, prior to the opening of schools and throughout the year(s), all Drivers shall traverse their assigned routes until they become familiar with all stops and roads. Stand-by and substitute drivers shall also become familiar with the routes to ensure efficient operation of the system in the event that the assigned driver is not available to operate the route.
- 8.7.1.12 The Contractor, along with the respective Driver, will be responsible for the safety and supervision of the children transported under the Contract. No pre-school or kindergarten children are to be released without supervision. If

there is no one to meet the child, the child is to be kept on the bus and dispatch is to be notified IMMEDIATELY.

- 8.7.1.13 No alcoholic beverages or illegal intoxicants may be brought to or consumed upon the District's premises or buses utilized pursuant to the Contract by any employee of the Contractor, nor shall any employee be under the influence of or impaired by any alcoholic beverages, illegal intoxicants or prescription drugs, nor shall any employee transfer, sell or provide intoxicants, drugs or tobacco products to students or vehicle occupants. Additionally, no smoking is allowed on the buses at any time, or on school property, by Contractor's employees prior to or during the provision of services to the District's students. The Contractor is required to fully inform its employees of this provision.
- 8.7.1.14 Each Driver will remain aboard his or her assigned bus at all times that students are aboard said bus.
- 8.7.1.15 Under no circumstances shall a Driver refuse to pick up or discharge a pupil at an established school bus stop, unless authorized by the District, nor shall a Driver remove a pupil from a bus providing services hereunder before reaching the pupil's intended destination, except in the case of an emergency.
- 8.7.1.16 The Contractor shall provide a dispatcher at a designated telephone number to answer calls concerning daily service, including missed service and late pickups or drop-offs. Said dispatcher will maintain contact with the District until the last student is off the last bus and the dispatcher notifies the District that all of the students have been delivered to the designated drop-off point. The Contractor shall be responsible for maintaining services and facilities each school day until transportation services for the day are complete.
- 8.7.1.17 The Contractor will have access to the Internet, and the Contractor is responsible for the training necessary to allow the Contractor's employees to maximize the use of this resource. The Contractor will have email accounts assigned and they shall be checked regularly by the Terminal personnel, who will respond to inquiries in a reasonable time. The Contractor must ensure that the terminal has sufficient computer equipment to allow the use of common word processing and spread sheet programs. In order to facilitate communications with the District in similar formats, the use of Microsoft Word and Excel are strongly recommended.

Prior to the effective date of the Contract, the Contractor will have read only access to Versatrans, the District's routing software. The District's objective is to have the Contractor assume routing responsibilities as soon as practical for the purpose of improving the efficiency of the District's transportation system and potentially reducing the number of required buses.

- 8.7.1.18 Some vehicles provided under this Contract that may require performing home-to-school services shall include a bus monitor provided by the Contractor. For purposes of this Contract, the use of the terms bus monitor, monitor, or aide are interchangeable. All monitors must be prepared to assist students to and from the threshold of the property, and they must assist the handicapped pupil in entering and leaving the vehicle. While this is not to be construed as requiring monitors to carry a pupil, it does mean assisting by lifting legs, carrying books, or otherwise assisting handicapped pupils to enter and leave buses. In addition, Drivers must be prepared to provide a certain amount of reasonable assistance, as circumstances may deem necessary.

Monitors must also perform mandated functions of clearing the danger zones on the outside of buses, and assisting the drivers in the management of students and performance of standard discipline functions. The bus monitor is an important function in meeting State Regulations relative to loading and unloading safety issues, while also enhancing the transportation functions by assisting students in need and supplementing the student management functions on the bus. The Contractor shall provide the monitors with appropriate training to meet these goals when necessary.

The Contractor shall be responsible for communicating with monitors their responsibilities, and any monitor not willing to comply with these requirements shall be removed and replaced.

There may be situations where the District assigns a teacher to a vehicle or student. The Contractor will facilitate this process.

All Drivers, substitute drivers, and monitors are required to be Cardio Pulmonary Resuscitation (CPR) certified and first aid certified. This requirement is for the benefit of Newtown students transported daily, and indirectly for the benefit of Newtown residents. To insure compliance with this requirement, the Board of Education will fund this program for the Contractor's employees used in direct performance of this Contract.

IV. PAYMENT AND COMPENSATION

- A. The Contract price payable for each vehicle to be driven by the Contractor's Drivers used in providing services under this Contract is detailed on page 41 in Exhibit B, which is attached hereto and incorporated herein (the "Contractor's Vehicles"). The amount to be deducted from the Contract price to be paid under Exhibit B for each vehicle to be driven by the Board's Drivers used in providing services under this Contract is detailed in Exhibit D, which is attached hereto and incorporated herein ("Vehicles To Be Used By the Board's Drivers" and together with the Contractor's Vehicles, the "Vehicles"). The number of Vehicles needed under this Contract will vary. The cost of each Contractor's Vehicle will be

determined by the type, year of the Contract and the cost per day specified for that type of Contractor's Vehicle as listed in Exhibit B. The cost of each Vehicle To Be Used By the Board's Drivers will be determined by the type, year of the Contract and the cost per day specified for that type of Vehicle as described in Exhibit B, with the amount to be deducted as shown in Exhibit D. Under no circumstances is Contractor authorized to charge overtime to the Board without specific prior authorization.

- B. The parties agree that no other payments shall be made to the Contractor who shall furnish all of the Vehicles, Contractor's Drivers, labor, supervision, training, testing, materials, equipment, permits and licenses and other facilities necessary to provide the transportation and service required, including the staff and other services necessary for the proper performance of the Contractor's duties, except for the Board's Drivers, as described herein.**

2037825v5



ALL-STAR TRANSPORTATION

146 Huntingdon Avenue, Waterbury, CT 06708

203-573-0555 phone 203-573-9750 fax

Exhibit D Labor Deduct

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
AM/PM Route - All buses/per day	\$140.50	\$144.72	\$149.06	\$153.53	\$161.21
Kindergarten route - per day	\$32.00	\$32.96	\$33.95	\$34.97	\$36.72



**NEWTOWN PUBLIC SCHOOLS
3 PRIMROSE STREET
NEWTOWN, CT 06470**

OFFICE OF THE SUPERINTENDENT
(203) 426-7620
FAX (203) 270-8199

BUSINESS OFFICE
(203) 426-7818
FAX (203) 270-8110

April 9, 2012

John Dufour, President
All-Star Transportation
146 Hungtingdon Avenue
Waterbury, CT 06708

Dear John:

Thank you for your assistance in preparing for the 2012-13 school year transportation transition. As time draws closer, I am sure there will be other details that must be addressed and agreed upon. At this point, I need confirmation of the following in order to finalize our budget proposal for next year.

1. You will assure total and complete management of all the district's transportation services including oversight and routing internal and external services of all other district providers including MTM. This will include all required dispatching and contacting parents for route and/or vehicle changes. You will assume these responsibilities as part of your overall contract for no additional compensation.
2. The district needs a six hour rate per day for 47 passenger vehicles for the next five years so that they can be appended to the contract in anticipation of services that will fit this category of service.
3. The Performance Bond cost provided in your submitted bid was \$16,500 for \$2M. Please provide the costs for a similar bond in the following amounts: \$1.5M, \$1M, and \$.5M.
4. Confirm that your district services will be able to accommodate our Danbury Magnet School children on existing routes and will be provided at no additional district cost.
5. Advise whether you will be able to provide a shuttle from the Middle School to Newtown Youth Academy on a regular basis, and High School late buses if needed.

We appreciate all you have done to date and look forward to working with you in order to have a seamless transition. Keep in mind that the bus communication and radio systems need to include MTM and still must be ironed out.

Sincerely,

A handwritten signature in black ink, appearing to read "Ron Bienkowski".

Ron Bienkowski
Director of Business

RB:bb

Copy: Janet Robinson, Superintendent of Schools



146 Huntingdon Avenue, Waterbury, CT 06708
203-573-0555 phone 203-573-9750 fax

April 16, 2012

Ron Bienkowski, Director of Business
Newtown Public Schools
3 Primrose St.
Newtown, CT 06470

Dear Ron,

The following are responses to your letter to me, dated April 9, 2012.

- 1.) All-Star Transportation will assume total and complete management of all the district's transportation services as stated in your letter. There will be no charge for providing these services.
- 2.) 47 passenger six-hour rate:

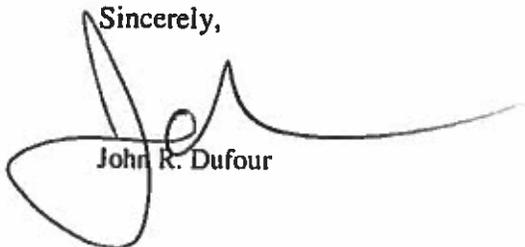
2012-13	2013-14	2014-15	2015-16	2016-17
\$290.00	\$300.00	\$310.00	\$320.00	\$330.00

All 47 passenger buses will be new 2013 Blue Bird Visions.

- 3.) Performance Bond Cost:
 - \$1.5M - \$12,500
 - \$1.0M - \$8,500
 - \$0.5M - \$4,500
- 4.) Danbury Magnet School will/can be provided on 2012-13 existing routes at no additional cost to the district.
- 5.) Shuttle service from the middle school to Newtown Youth Academy as well as the high school and late buses can be provided if needed.
- 6.) Radio Communication. We will be adding a new digital repeater to the Board's antenna on Ferris Road for new digital radios and to allow GPS to work in the buses. I will contact Tom Adams at MTM and go over what he needs to do.

Ron, I believe this covers it all for now, but as always, if you need anything just call us.

Sincerely,



John R. Dufour

Attachment A -

Board of Finance Questions February 10, 2016

1. **Special Education Budget:**
How much (in dollars) was the difference between what was budgeted as the excess cost reimbursement versus what was actually paid by the state (75% versus 80%)? Dr. Erardi mentioned last night that the difference was spent in additional special education costs - I'd like more detailed information as to where that money went. Assuming that there were similar excesses (pun intended) between amounts budgeted and amounts received in the past couple of budgets, I'd like similar information regarding how the difference was spent.

See three-page attachment "Special Education Budget"

2. **Technology:**
What was purchased with the Apple grant for Sandy Hook following 12/14? How does the current inventory for Hawley, Middle Gate and Head o' Meadow compare? Will the proposed technology budget address any discrepancies between the elementary schools? How will a hypothetical reduction in the technology budget in the amount of \$200K shake out in terms of cuts?

See three-page attachment "Technology"

3. I have another set of questions w/ regard to the excess cost reimbursement calculation included in the budget. My research shows that the State stopped relying on the ECS formula in 2013 because it could not meet its obligations to the districts to fully fund costs and, instead, it simply awards "block grants." (1) is this accurate? (2) if so, why are we using an obsolete formula in our budget calculation; (3) what is the amount of the grant anticipated for 2016-2017 (no formula calculation - hard number); (4) what were the grant amounts for 2015-16, 2014-2015; (5) when was the last time that Newtown received reimbursement under the statutory formula? what was the rate of excess cost reimbursement at that time (75% - 80%)? Assuming the ECS formula is the metric, by statute, 75% of costs are due to Newtown this month with the excess due in May. When exactly in February is that payment due? Do we expect to receive 75% in February and then some level of reimbursement (understanding that it will not be 100%) in May?

Also, it seems that there is a pending bill in the Legislature proposing 100% reimbursement of spec ed costs to help alleviate property tax burdens - this would not apply to this year's budget, but is there any buzz about this bill at the administration level?

See attachment "Regarding Excess Cost Reimbursement Calculations"

4. **SERV and "other" Grants:**
I would like to have:
1. **A list of all current positions (partial or whole, certified or non-certified) supported through the SERV grant**
 2. **A list of positions from that SERV group which are continuing through other fundings...list position and source of funding (operational budget, SH Foundation, Medicaid, other?)**
 3. **A list of NEW positions (not formerly under SERV or as regular employees) to be funded by the SH Foundation**
 4. **A list of positions that were under SERV which are now eliminated**

See attachment "Board of Education's Requested Operational Plan 2016-2017 Pages 293 and 294"

5. **Staffing by Function (Page 29 of Budget Book)**
1. **Please reconcile the 14.42 differential in staffing between the line item 2015-16 "Approved" (699.55) vs. 2015-16 "Current" (713.97)**
 2. **Please reconcile the type of role filled – certified or not – and the funding (dollar cost) required for those 14.42 roles. I know that there were 11 EAs and 2 certified roles.**

See attachment "Staffing Reconciliation for 2015-16 Current vs Approved Budget"

6. **Transportation**
Please provide the last 10-11 ridership reports provided by All Star since the beginning of the contract. I originally asked for the last three reports. My apologies for expanding the request. I believe the contract requires reporting from All Star.

While it is true the contract requires counts at the district's request, such were not collected in the past. With Dr. Erardi's tenure this was noticed beginning from this time period to the present and reports are requested three times per school year. Please see ridership reports attached to Feb. 8 questions.

7. **Sandy Hook School vs. Reed and the New Sandy Hook School**
Please provide an individual breakout of budgeted utility costs for each school for the upcoming year and a breakout of all technology enhancements that are part of the build out for Sandy Hook School. Diversified Resources should have this information.

See attachment "2016-17 Budgeted Utility Cost"
Technology enhancements are listed in Question #2.

8. **Business Object Chart of Account Spreadsheet from Bob Tait:
Please have Bob Tait pull from the town accounting systems (and provide to us) both the BoS and BoE full chart of account spreadsheet (in Excel) for the past three years and for the "as is" budget as currently presented for the 2016/2017 budget year. I believe the BoE spreadsheet was shared publicly at the last LC Meeting. I'd like the BoS spreadsheet as well.**

Please make this request directly through Bob Tait.

Special Education Budget

For the 2014-15 year the Budget included an estimate of \$1,278,035 for excess cost eligible expenditures. The amount received was \$1,338,377. This represented an increased amount of \$60,342. Viewing the "Offsetting Revenue" schedule attached to the monthly financial report you can view the objects where variances occurred. The probability of predicting in advance what this grant will end up being is zero due to the multiple factor taken into account in the Newtown schools related to what happens in all the other districts in the state. The money is credited to the Special Education Services budget. Considering that the 2014-15 fiscal ended the year with a positive balance of \$12,909 if the grant didn't come as it did the budget would be in a deficit position. Additionally if you look at the BOE's year end financial reports for the last several years you will see consistent shortages, covered by transfers that far exceed any additional revenue received in the Tuition – Out of District object account.

6/30/15	(\$180,000)
6/30/14	\$ 77,000
6/30/13	(\$505,000)
6/30/12	(\$260,000)

FOR THE MONTH ENDING - JUNE 30, 2015

OFFSETTING REVENUE INCLUDED IN ANTICIPATED OBLIGATIONS

200	EMPLOYEE BENEFITS	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$
	SUBTOTAL EMPLOYEE BENEFITS	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$
300	PROFESSIONAL SERVICES	\$	(69,991)	\$	(71,897)	\$	(71,897)	\$	1,906
	Professional Services	\$	(69,991)	\$	(71,897)	\$	(71,897)	\$	1,906
	Professional Educational Ser.	\$	-	\$	-	\$	-	\$	-
	SUBTOTAL PROFESSIONAL SVCS	\$	(69,991)	\$	(71,897)	\$	(71,897)	\$	1,906
400	PURCHASED PROPERTY SVCS	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$
	SUBTOTAL PUR. PROPERTY SER.	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$
500	OTHER PURCHASED SERVICES	\$	(1,596)	\$	(264,375)	\$	(264,375)	\$	(1,596)
	Contracted Services	\$	(1,596)	\$	(264,375)	\$	(264,375)	\$	(1,596)
	Transportation Services	\$	(277,990)	\$	-	\$	-	\$	(13,615)
	Insurance - Property & Liability	\$	-	\$	-	\$	-	\$	-
	Communications	\$	-	\$	-	\$	-	\$	-
	Printing Services	\$	-	\$	-	\$	-	\$	-
	Tuition - Out of District	\$	(822,584)	\$	(906,817)	\$	(906,817)	\$	84,233
	Student Travel & Staff Mileage	\$	-	\$	-	\$	-	\$	-
	SUBTOTAL OTHER PURCHASED SER.	\$	(1,102,170)	\$	(1,171,192)	\$	(1,171,192)	\$	69,022
600	SUPPLIES	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$
	SUBTOTAL SUPPLIES	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$
700	PROPERTY	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$
	SUBTOTAL PROPERTY	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$
800	MISCELLANEOUS	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$
	Memberships	\$	-	\$	-	\$	-	\$	-
	SUBTOTAL MISCELLANEOUS	\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$
	TOTAL LOCAL BUDGET	\$	(1,278,035)	\$	(1,338,377)	\$	(1,338,377)	\$	60,342

Excess Cost and Agency placement Grants were budgeted at 75%. The estimated grant is calculated at 80.45%.

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING - JUNE 30, 2015

OFFSETTING REVENUE INCLUDED IN ANTICIPATED OBLIGATIONS

OBJECT	EXPENSE CATEGORY	BUDGETED	ANTICIPATED	RECEIVED	EXPECTED	BALANCE
100	SALARIES	\$ (105,874)	\$ (95,288)	\$ (95,288)	\$ -	\$ (10,586)
200	EMPLOYEE BENEFITS	\$ -	\$ -	\$ -	\$ -	\$ -
300	PROFESSIONAL SERVICES	\$ (69,991)	\$ (71,897)	\$ (71,897)	\$ -	\$ 1,906
400	PURCHASED PROPERTY SERV.	\$ -	\$ -	\$ -	\$ -	\$ -
500	OTHER PURCHASED SERVICES	\$ (1,102,170)	\$ (1,171,192)	\$ (1,171,192)	\$ -	\$ 69,022
600	SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ -
700	PROPERTY	\$ -	\$ -	\$ -	\$ -	\$ -
800	MISCELLANEOUS	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL GENERAL FUND BUDGET		\$ (1,278,035)	\$ (1,338,377)	\$ (1,338,377)	\$ -	\$ 60,342
100	SALARIES	\$ -	\$ (22,061)	\$ (22,061)	\$ -	\$ (1,503)
	Administrative Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
	Teachers & Specialist Salaries	\$ (23,564)	\$ -	\$ (22,061)	\$ -	\$ (1,503)
	Early Retirement	\$ -	\$ -	\$ -	\$ -	\$ -
	Continuing Ed./Summer School	\$ -	\$ -	\$ -	\$ -	\$ -
	Homebound & Tutors Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
	Certified Substitutes	\$ -	\$ -	\$ -	\$ -	\$ -
	Coaching/Activities	\$ -	\$ -	\$ -	\$ -	\$ -
	Staff & Program Development	\$ -	\$ -	\$ -	\$ -	\$ -
	CERTIFIED SALARIES	\$ (23,564)	\$ (22,061)	\$ (22,061)	\$ -	\$ (1,503)
	Supervisors/Technology Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
	Clerical & Secretarial salaries	\$ -	\$ -	\$ -	\$ -	\$ -
	Educational Assistants	\$ (11,353)	\$ (3,731)	\$ (3,731)	\$ -	\$ (7,622)
	Nurses & Medical advisors	\$ (20,301)	\$ (20,947)	\$ (20,947)	\$ -	\$ 646
	Custodial & Maint. Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
	Non Certified Salary Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -
	Career/Job salaries	\$ -	\$ -	\$ -	\$ -	\$ -
	Special Education Svcs Salaries	\$ (50,656)	\$ (48,549)	\$ (48,549)	\$ -	\$ (2,107)
	Attendance & Security Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
	Extra Work - Non-Cert	\$ -	\$ -	\$ -	\$ -	\$ -
	Custodial & Maint. Overtime	\$ -	\$ -	\$ -	\$ -	\$ -
	Civic activities/Park & Rec	\$ -	\$ -	\$ -	\$ -	\$ -
	NON-CERTIFIED SALARIES	\$ (82,310)	\$ (73,227)	\$ (73,227)	\$ -	\$ (9,083)
	SUBTOTAL SALARIES	\$ (105,874)	\$ (95,288)	\$ (95,288)	\$ -	\$ (10,586)

Technology:

What was purchased with the Apple grant for Sandy Hook following 12/14?

In June of 2013 a donation from Apple was accepted by the BOE. The Apple donation to Newtown Public Schools was in support of Readers and Writers Workshop. It included:

- iPad carts to support the Readers Workshop program in grades K-8:
 - Hawley – 4 carts of 25 iPads
 - Head O’Meadow– 4 carts of 25 iPads
 - Middle Gate – 5 carts of 25 iPads
 - Sandy Hook – 5 carts of 25 iPads
 - Reed Intermediate – 2 carts of 30 iPads
 - Newtown Middle– 2 carts of 30
- Each K-8 building received one MacBook Pro for managing the cart iPads. It may be moved from cart to cart for management and software distribution purposes.
- Each building K-8 received iPads for teaching staff with up to 18 hours of training provided by Apple, distributed over the school year.
- iPads were given to building administrators.
- Over \$19,000 in Volume Vouchers that were used to buy apps.

How does the current inventory for Hawley, Middle Gate and Head o' Meadow compare?

Elementary School Technology Equipment Inventory							10-Feb-16
Count of Our Assets			Building				
Student/Staff	Type		Hawley	HOM	MGS	SHS	Grand Total
⇒ Staff	ChromeBook				1		1
	Computer		41	46	48	58	193
	iPad		32	31	49	47	159
	Laptop		10	10	6	10	36
⇒ Student	ChromeBook		26	26	26	26	104
	Computer		82	116	100	107	405
	iPad		117	102	131	169	519
	Laptop		26	26	28	24	104
⇒ Building	3D Printer		1				1
	Access Point		22	15	12	18	67
	Laser Printer		37	18	14	19	88
	Projector		30	34	34	36	134
	Server		3	3	3	3	12
	SmartBoard		25	25	29	35	114

> Differences in general - Result from the number of classrooms and the number of staff.

> Differences in the Ipad inventory - MGS and SHS received 25 more iPads from the Apple donation. Further purchases were also made by the individual school's PTA in support the the building administrator's request.

> Differences in the Computer inventory - HOM administration requested the addition of computers to support SBAC testing. Hawley and MGS reassigned existing desktops from classrooms to labs to support testing.

Will the proposed Technology Budget address any discrepancies between the elementary schools?

The proposed Technology Budget focuses on maintaining our current inventories in a method that allows for flattening the technology equipment annual expenditure. It also looks to do the same for upgrades to the infrastructure that in the past had been funded only when dollars were available. The additions to a building's inventory are driven by the priority requests that originate from the building administration. This allows for technology expenditures to be driven by the educational needs and not solely by the count of units in a building. The administrator's priority request included for in this budget will not even out the inventories but instead focus on areas of need and the appropriate device to meet those needs.

How will a hypothetical reduction in the Technology Budget in the amount of \$200K shake out in terms of cuts?

If the BOF were to further reduce the technology equipment request by \$200K, it would put us back into the pattern of funding technology "as funds become available". The chart on page 226 in the budget book shows that with \$450K, we will be able to address most of the obsolete equipment that currently exists in our inventory. The chart is included here for reference.

6 Year Projection Based on Current Inventory and Current Refresh

Budget Year		Projection for Obsolete Equipment Replacement												
Title/ Dollars for Obsolete Replacements		refresh at	16-17		17-18		18-19		19-20		20-21		21-22	
			QTY	Cost	QTY	Cost	QTY	Cost	QTY	Cost	QTY	Cost	QTY	Cost
			64	\$70,400	44	\$39,844	66	\$79,664	42	\$25,284	79	\$47,410	61	\$29,608
Computer	\$704	6	24	\$27,124	4	\$3,844	10	\$24,280	23	\$17,258	150	\$394,560	458	\$291,498
Chromecast w/ mounting	\$400	5							11	\$12,070				
Laptop	\$224	6	117	\$104,108	23	\$21,352	10	\$46,236	32	\$44,534	101	\$176,484	60	\$60,160
Projector with mount	\$1,200	10	10	\$20,400	24	\$21,264	46	\$29,184	61	\$70,261	78	\$101,400	8	\$40,400
SmartBoard	\$1,700	10	4	\$6,800	18	\$30,600	30	\$44,280	31	\$16,700	33	\$54,400	7	\$11,000
Mimeo	\$600	10			12	\$4,800	10	\$20,700	13	\$7,200	3	\$1,070		
Server	\$4,100	6	7	\$28,700	2	\$4,000	4	\$16,000	8	\$32,000	9	\$36,000	16	\$64,000
Network Projects														
Switch replace MGR (2002)	\$40,000		1	\$40,000										
Switch replace HAW (2002)	\$40,000				1	\$40,000								
Switch replace HDM (2011)	\$40,000						1	\$40,000						
Switch replace HIN (2011)	\$40,000							1	\$40,000					
Switch replace HIB (2014)	\$30,000													
Switch replace NMS (2012)	\$30,000													
Switch replace NIS (2012)	\$112,000								1	\$112,000	1	\$112,000		
Switch replace CO (2005)	\$44,000				1	\$44,000							1	\$111,000
VoIP Server Upgrade (every 3 yrs)	\$25,000						1	\$25,000						
Windows upgrade elementary schools for school Chromecast carts	\$20,000		1	\$20,000										

It also shows that we would need more than \$700K in the 2017-18 school year. Keep in mind that the above chart does not look at the entire inventory but at only the aged equipment for that school year and reflects our past investment practice. This defeats the goal of establishing flat funding.

BOF Questions February 10, 2016

Requested breakout of all technology enhancements that are part of the build out for Sandy Hook School.

This is the most recent breakout for equipment that is available.

SANDY HOOK ELEMENTARY SCHOOL
NEWTOWN, CT

BUDGET COST

OSF PROJECT # 097-0114N
PHASE 5 OF 6

Category	Manufacturer	Model Number	Description	Unit Cost	Quantity	Total Cost	Fixed	Variable
Data - Switches	Cisco	WS-C2960X-48FPD-L	Data Network Switch	\$7,995.00	7	\$65,965.00	\$65,965.00	
	Cisco	CAB-SIX-E-xM	FlexStack Plus Stacking Cable	\$300.00	14	\$4,200.00	\$4,200.00	
	Cisco	GLC-SX-MM=	SFP Transceiver Module	\$500.00	4	\$2,000.00	\$2,000.00	
	Belden	F2F402L7-03M	Fiber Optic Patch Cable LC/SC	\$40.00	4	\$160.00	\$160.00	
	Belden	C831306xxx	Cat 6 Blue Patch Cable 7'	\$5.00	336	\$1,680.00	\$1,680.00	
	Cisco	WS-C2960X-48FPD-L	Security Network Switch	\$7,995.00	3	\$23,985.00	\$23,985.00	
	Cisco	WS-C2960X-24PD-L	Security Network Switch	\$4,595.00	2	\$9,190.00	\$9,190.00	
	Cisco	CAB-SIX-E-xM	FlexStack Plus Stacking Cable	\$300.00	4	\$1,200.00	\$1,200.00	
	Cisco	GLC-SX-MM=	SFP Transceiver Module	\$500.00	3	\$1,500.00	\$1,500.00	
	Belden	F2F402L7-03M	Fiber Optic Patch Cable LC/SC	\$40.00	3	\$120.00	\$120.00	
	Belden	C831306xxx	Cat 6 Gray Patch Cable 7'	\$5.00	192	\$960.00	\$960.00	
	Signamax	065-7710HPOEP	Security Exterior Network Switch	\$2,000.00	4	\$8,000.00	\$8,000.00	
	Signamax	065-79SXMG-H	SFP Transceiver Module	\$150.00	4	\$720.00	\$720.00	
	Belden	F2F402L7-03M	Fiber Optic Patch Cable LC/SC	\$40.00	4	\$160.00	\$160.00	
	Data - UPS	APC	5MT2200RM2U	UPS 2200 VA	\$1,000.00	4	\$4,000.00	\$4,000.00
-		-	Installation	\$100.00	4	\$400.00	\$400.00	
-		-	-	-	-	-	-	-
Data - WAP	Cisco	AIR-CT5502I-A-K9	Interior Wireless Access Point	\$1,848.00	41	\$87,448.00	\$87,448.00	
	Cisco	AIR-ANT2544VAM-R	Exterior Wireless Access Point	\$600.00	6	\$4,800.00	\$4,800.00	
	Belden	C831306xxx	Cat 6 Blue Patch Cable 15'	\$8.00	47	\$376.00	\$376.00	
	Cisco	L-LIC-CT5506-SOA	5506 License (50)	\$12,495.00	1	\$12,495.00	\$12,495.00	
-	-	-	Installation	\$250.00	47	\$11,750.00	\$11,750.00	
Data - Desktops	Dell	OptiPlex 7020 SFF	Desktop Computer	\$1,063.00	11	\$11,713.00	\$11,713.00	
	Belden	C831306xxx	Cat 6 Blue Patch Cable 7'	\$5.00	11	\$55.00	\$55.00	
	-	-	Installation	\$100.00	11	\$1,100.00	\$1,100.00	
Data - Handhelds	Hewlett-Packard (HP)	HP 14-x050m	Chromebook	\$408.00	48	\$19,678.52	\$19,678.52	
	Bretford	MDMTAB24-CTAL	Mobile Cart for Chromebooks	\$3,000.00	1	\$3,000.00	\$3,000.00	
	Apple	Air2 - 64GB	iPad	\$399.00	50	\$29,950.00	\$29,950.00	
	Cisco	7923	VoIP phone	\$575.00	1	\$575.00	\$575.00	
Voice - Telephones	Cisco	7821	VoIP Phone	\$465.00	20	\$13,195.00	\$13,195.00	
	Cisco	WALLMOUNTKIT	Phone Wall Bracket	\$33.00	18	\$594.00	\$594.00	
	-	-	Installation	\$100.00	30	\$3,000.00	\$3,000.00	
	-	-	-	-	-	-	-	-

SANDY HOOK ELEMENTARY SCHOOL
NEWTOWN, CT

BUDGET COST

OSF PROJECT # 097-0114N
PHASE 5 OF 6

Category	Manufacturer	Model Number	Description	Unit Cost	Quantity	Total Cost	Fixed	Variable
AV - Interactiveboard	SMART	88880	Interactive Board 77" 4:3	\$2,999.00	5	\$10,495.00	\$10,495.00	
	-	-	Installation	\$290.00	5	\$1,250.00	\$1,250.00	
AV - Projectors	Epson	570	Projector 4.3	\$1,248.00	40	\$49,920.00	\$49,920.00	
	Epson	575M	Interactive Projector 10:10	\$1,498.00	2	\$2,996.00	\$2,996.00	
	Extron	P/2 DA2 Plus	Video VGA Amp	\$210.00	10	\$2,100.00	\$2,100.00	
	-	-	Installation	\$500.00	12	\$12,000.00	\$12,000.00	
AV - Audio	C2G TRULink	40100	Audio Amp	\$200.00	8	\$1,600.00	\$1,600.00	
	C2G	39904	6" Ceiling Speaker	\$48.00	76	\$3,648.00	\$3,648.00	
	Lightspeed	AL-F	Wireless Microphone	\$785.00	39	\$29,835.00	\$29,835.00	
	-	-	Installation	\$250.00	39	\$9,750.00	\$9,750.00	
AV - Cam Projector	Epson	G6180HL	Projector	\$3,500.00	1	\$3,500.00	\$3,500.00	
	Extron	P/2 DA2 Plus	Video VGA Amp	\$210.00	1	\$210.00	\$210.00	
	-	-	Installation	\$800.00	1	\$800.00	\$800.00	
AV - Music Rm Audio	SKB Mighty GigRig	GigRig 1405	Portable Rolling Rack	\$500.00	1	\$500.00	\$500.00	
	Mackie	ProFX 16v2	16-channel 4-Bus Mixer	\$450.00	1	\$450.00	\$450.00	
	Mackie	ProFX 16Ear	Rackmount I/O	\$60.00	1	\$60.00	\$60.00	
	TASCAM	CD200BT	Bluetooth CD Player	\$300.00	1	\$300.00	\$300.00	
	Yamaha	DXR12	12" Active DXR Speaker	\$650.00	2	\$1,300.00	\$1,300.00	
	On-Stage Stands	SS73228pr	Wall mount speaker bracket, pr	\$60.00	1	\$60.00	\$60.00	
	Gator	GUZOOMHBVP	Hardshell Case	\$70.00	1	\$70.00	\$70.00	
	ZOOM	H6	Handheld 6-trk 24-Bit Recorder	\$400.00	1	\$400.00	\$400.00	
	Monster Digital	SDCard-32	32GB SDHC Card	\$60.00	1	\$60.00	\$60.00	
	-	-	Installation	\$500.00	1	\$500.00	\$500.00	
	Budgetary Total:						\$447,895.52	\$447,895.52

Regarding excess cost reimbursement calculations:

It is true that districts are not fully funded because the state has not met its' legal obligation to fund according to statute. In fact, they have level funded this appropriation for several years in a row. Excess cost is not a "block grant", it is based on a detailed local accounting of all eligible costs which are annually audited and adjusted if necessary. The amount budgeted for 2016-17 is \$1,633,393; 2015-16 is \$1,453,014 (not final until June); and 2014-15 was \$1,338,377.

Newtown continues to receive reimbursement under the statutory formula. Rates have been 80% for 14-15; 80.8% for 15-16 (not final); and 75% estimated for 16-17.

We expect to receive the first installment by the end of February with the final by May.

The actual percent we receive can vary by year based on statewide Special Education expenses.

Board of Education's Requested Operational Plan 2016-2017

SERV, Sandy Hook School Foundation (SHSF) Grants and District Costs

	Fiscal 2014-15 & 2015-16			Fiscal 2016-17			District Costs	
	2014-15	2015-16	Expected Expense	SERV Extended Services Grant Aug 16, 2014 - June 30, 2016	SERV Extended Services (NCE) July 1, 2016 - March 31, 2017	SHSF Grant July 1, 2016 - June 30, 2017	July 1, 2016 - June 30, 2017 2016-17	Proposed Expense
	F.T.E.	F.T.E.		F.T.E.	Expense	F.T.E.	Expense	F.T.E.
District Staff								
Project Recovery Director	1.00	1.00	\$244,773	0.40	\$23,683	0.00	\$127,540	0.00
Special Education Supervisor	1.00	1.00	\$229,050	0.00		1.00		
Staff Assistant	1.00	1.00	\$114,278	0.00		0.00		
Financial Staff Assistant	0.50	0.50	\$40,168	0.50	\$15,057	0.00		
Family Assistance Coordinator	1.00	1.00	\$106,336	0.70	\$28,883	0.30	\$28,883	
Project Advisor			\$78,720		\$2,000		\$800	
Enhancements for Sandy Hook								
Asst. Principal vs. Lead Teacher Salary			\$96,022	0.00		0.00		
Assistant Principal	1.00	1.00	\$50,255	0.00		0.00		
Psychologist	1.00	1.00	\$140,449	0.00		0.00		
Guidance Counselor	1.00	1.00	\$52,605	0.00		0.00		
Social Worker	0.00	1.00	\$78,742	0.70	\$54,575	0.30	\$44,191	
4th Grade Transition Coordinator	0.00	0.29	\$11,134	0.00		0.00		
Educational Assistants	2.29	2.03	\$82,950	0.00		0.00		
Building Subs			\$128,655					
Security Guard	1.00	1.00	\$23,443	0.00		0.00		
Clifford Beers Contract	2.40	1.40	\$410,608	0.60	\$37,819	0.30	\$37,819	
Enhancements - NPS								
Social Workers	2.00	3.00	\$285,591	1.40	\$57,487	0.60	\$76,926	1.00
Psychologists	3.00	3.00	\$381,122	1.40	\$60,288	0.60	\$79,453	1.00
Guidance Counselors	2.00	1.00	\$101,238	0.00		0.00		0.00
Educational Assistants		0.57	\$11,928	0.00		0.00		0.00
Security Guards	3.00	2.00	\$139,173					2.00
Educational Assistants - Tutors			\$26,541					
Additional Recovery Enhancements								
Program Evaluation			\$666					
Training & Education			\$17,000					
Alpine Data Management System			\$26,386					
Miscellaneous								
Consultant Accommodations & Travel			\$25,000					
Project Materials & Supplies			\$8,000					
Totals	22.59	20.79	\$2,910,833	5.70	\$259,792	3.10	\$395,612	5.00

Summary 2016-17	
F.T.E.	Cost
SERV Funded	\$259,792
SHSF Funded	\$395,612
District Funded	\$256,663
Totals	\$892,067

*SERV extended service grant was a two-year grant. The expected expense column shows the total funding for both years.

Decrease in F.T.E. 2016-17
Position eliminated in 2016-17

SERV extended service grant, or NCE, will provide funding through approximately the end of March 2017. Once this grant is fully expended, the SHSF grant will pick up approximately a third of the costs (with the exception of the special ed supervisor at 100%) and the balance, where needed, will transition into the District budget.

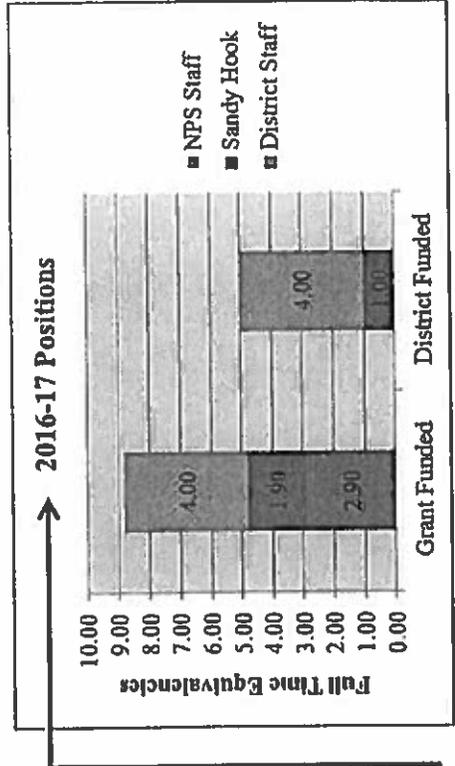
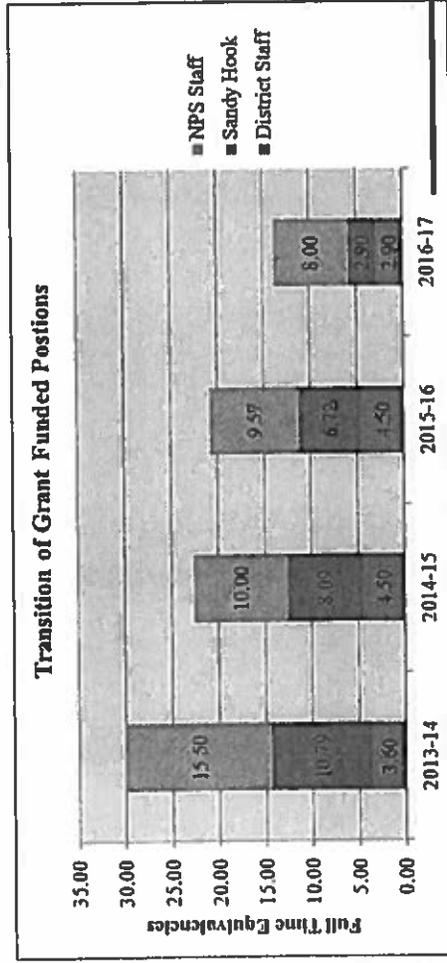
Board of Education's Requested Operational Plan 2016-2017

The table and charts represent staffing changes from the inception of the SERV grant through 2016-17. The SERV grant will provide funds for 5.7 F.T.E through approximately March of 2017. At that time, the Sandy Hook School Foundation will continue funding for 3.10 F.T.E. positions.

The 2016-17 BOE budget includes (1) social worker, (1) psychologist and (3) security guards that were all previously funded by SERV. The chart on the far right depicts the F.T.E funding sources for 2016-17

The overall reduction to staff for 2016-17 will be 6.99 F.T.E.

District Staff	SERV Funded			2016-17		Net Change
	2013-14	2014-15	2015-16	SERV & SHSF	District Funded	
Project Recovery Director	1.00	1.00	1.00	0.40	0.00	-0.60 no reduction
Special Education Supervisor	1.00	1.00	1.00	1.00	0.00	-1.00 no reduction
Staff Assistant	1.00	1.00	1.00	0.50	0.00	-1.00 no reduction
Financial Staff Assistant	0.60	0.50	0.50	1.00	0.00	-1.60 no reduction
Family Assistance Coordinator	3.60	4.50	4.50	2.90	0.00	-1.00
Enhancements for Sandy Hook						
Assistant Principal	0.80	0.40	0.00	0.00	0.00	-1.00
Psychologist	1.00	1.00	1.00	0.00	0.00	-1.00
Guidance Counselor	1.00	1.00	0.00	0.00	0.00	-1.00
Social Worker	1.00	0.00	0.00	0.00	0.00	-1.00
4th Grade Transition Coordinator	2.29	2.29	2.03	0.00	0.00	-0.29
Nurse	1.00	1.00	1.00	0.00	0.00	-2.03
Educational Assistants	3.70	2.40	1.40	0.90	0.00	-0.50
Security Guard	10.79	8.09	6.72	1.90	1.00	-3.82
Clifford Beers Contract	2.00	2.00	3.00	2.00	1.00	-1.00
Enhancements - NPS						
Social Workers	3.50	3.00	3.00	2.00	1.00	-1.00
Psychologists	5.00	2.00	1.00	0.00	0.00	-4.00
Guidance Counselors	5.00	3.00	2.00	0.00	0.00	-3.00
Educational Assistants	15.50	10.00	9.57	4.00	2.00	-6.57
Security Guards	29.89	22.59	20.79	8.80	5.00	-6.99
Total Staff						



Staffing Reconciliation for 2015-16 Current vs Approved Budget

		Certified Staff		Non-Certified Staff		
	Position	F.T.E.	Dollars	Position	F.T.E.	Dollars
Elementary Education	Teacher	1.00	\$56,594	Para	0.60	\$10,540
Reed Intermediate	Art	0.50	\$26,497			
	Music	0.30	\$28,305			
Middle School	Music	0.50	\$37,960			
	Health Coordinator	-0.15	-\$12,938			
High School	Tech	0.10	\$4,957			
	World Language	0.14	\$11,720			
	Music	0.20	\$18,870			
Special Education	Teachers	2.00	\$125,493	Behavioral Therapists	0.50	\$9,713
	SLP	0.50	\$31,028	Para Professionals	7.50	\$128,841
	BCBA	0.50	\$28,297			
Pupil Personnel						
General Services				Secretary	0.23	\$9,731
Subtotal		5.59	\$356,783		8.83	\$158,825
Total Positions		14.42				
Total Dollars			\$515,608			

2016-2017 Budgeted Utility Cost

	Water	Electricity	Oil	Natural Gas	Total Heat
Reed	\$19,000	\$268,358	\$21,450	\$78,873	\$100,323
SHS	\$5,500	\$118,183	\$0	\$83,100	

Attachment A

Board of Finance Questions February 8, 2016

1. **On page 10 of the Superintendent's presentation it indicates that \$315,340 is presently grant funded staffing and \$99,790 is new staffing. Can you explain in greater detail what this means?**

See attachment "Requested New Staff"

2. **Regarding the Pre-K program does the tuition fully fund the cost for the student?**

This program is statutory as the district is obligated to offer instruction to any qualified student at the age of three years old.

The tuition is paid by parents of play partners, of which the program currently has 17 children for a total of \$34,000. These students do not access all of the providers that are attached to the program such as SLP (speech and language), PT (physical Therapy), OT (occupational therapist), BCBA (board certified behavioral analyst), or paraprofessionals. There are three preschool teachers instructing play partners. Their combined salaries total \$227,828. The revenue from this program does not fully fund the cost for the play partners.

3. **How many students receive special education services?**

As of February 9, 2016, 543 students receive special education services.

4. **What has been the Newtown Board of Education projected reimbursement rate from the State for the Excess Cost Grant versus the actual reimbursement rate over the past years?**

Reimbursement percentages for the district excess cost grant from the CSDE:

2010-2011	77.82%
2011-2012	74.69%
2012-2013	73.19%
2013-2014	79.74%
2014-2015	80.17%

The initial projection this year from the State is 80% but they are advising that it could drop to between 73% and 75%. The Board of Education budget is prepared with an anticipated 75% reimbursement.

5. **Copy of the winning RFP for legal services was requested. How much was spent on legal services for special education last year?**

See attachment "RFP Response from Shipman & Goodwin"

The total cost for legal services for special education during the 2014-2015 school years was \$130,631.22.

6. **A request was made for a comparison of our central office staff with other districts.**

There are two attachments which illustrate a compare/contrast of admin to student ratio. The most up-to-date readily available information is a few years dated; however, the data clearly demonstrates a lean administration in NPS'. In addition, this year central office has run without an assistant superintendent for six weeks and without a director of pupil services nearly the entire year. Finally, the K-12 health coordinator position was not filled because of the budget freeze.

See attachment "Staff -Administrators FTE Counts by Assignment"

7. **A request was made for the formula for per pupil expenditures.**

See attachment "Calculation for Net Current Expenditure Per Pupil"

8. **Explanation for local student transportation on page 268 and why the numbers don't match.**

See attachment "Local Transportation 2016-17 Increase over Current Budget"

9. **A request was made for the ridership per bus.**

See attachments "Ridership Spring 2015"
"Ridership Fall 2015"
"Ridership Winter 2016"

10. **Does the nurtury program make money; is there a high demand and what is the cost per child?**

The Nurtury program at the high school is run by a full time teacher whose salary for next year is \$72,665 within the Board budget. She is assisted by a paraeducator who is paid approximately \$3,291 partially from a grant and the revenue received from the program. The current enrollment is 14 students who pay \$900 per year. Details of the program are included in the budget on pages 184 and 185. The maximum number of preschoolers allowed is 16.

11. **Information was requested regarding the price of gas for Sandy Hook School in the budget as it compares to the cost of gas for Reed.**

The new Sandy Hook School will be heated entirely by natural gas. We estimated the energy usage for Sandy Hook by using the Reed School energy profile. Reed School is heated both by natural gas and oil for a total energy cost of \$105,195. The total estimated energy cost for Sandy Hook is \$83,408. Because this is the first school in the district to be heated solely by natural gas, we needed to be cautious in our estimates for consumption despite the competitive natural gas prices. Also taken into consideration was the contemporary design of the school, (2 stories, large open spaces), emergency generator that relies solely on natural gas and the unknown nature of the new heating systems and equipment.

The Director of Facilities has contacted engineers in the field and is awaiting their response. While we acknowledge this estimate may be high, our concern was the unknown factors that may exist in this new school. We are open to a re-examination of this budget line item.

12. **I see that bus ridership for St. Rose declined by 60 students. Are students transferring from St. Rose into Newtown public schools?**

St. Rose students are transferring to the Newtown public schools. For the 2014-2015 school year there were 19 students transferred from St. Rose to Newtown schools. For this school year there were also 19 students that transferred to our schools. These are students attending kindergarten through eighth grade.

Requested New Staff/Spending

<u>Requested New Staff</u>	<u>FTE</u>	<u>Amount</u>
SERV GRANT:		
Sandy Hook Assistant Principal (increment from lead teacher)	1.0	\$34,030
Reed Social Worker	1.0	\$79,155
High School Psychologist	1.0	\$58,833
Security Guards	3.0	\$64,645
 SANDY HOOK FOUNDATION:		
Middle School Academic Resource Center	1.0	\$20,000
 MEDICAID:		
Special Education Teacher – elementary level	1.0	<u>\$58,677</u>
TOTAL		\$315,340
 BOARD OF EDUCATION:		
High School Tutor	1.0	\$20,800
High School Volleyball Boys Head Coach	1.0	\$ 5,706
High School Link Crew	3.0 @ \$3,000	\$ 9,000
Elementary World Language	.5	\$28,284
Special Education Board Certified Behavioral Analyst (elementary)	.5	<u>\$36,000</u>
TOTAL		\$99,790
GRAND TOTAL		\$415,130

CALCULATION FOR NET CURRENT EXPENDITURE PER PUPIL

NET CURRENT EXPENDITURES

1. DETERMINATION OF TOTAL CURRENT EDUCATION EXPENSES:
 - a. ADJUSTED BUDGETED EXPENDITURES (LOCAL) (ED001, LINE 928)
(TOTAL BUDGET EXPENDITURES LESS EXPENDITURES FOR NONPUBLIC, CONTINUING ED., FOOD SERVICES & COMMUNITY)
 - b. IN KIND SERVICES (LOCAL) (ED001, LINE 929)
 - c. FOOD SERVICES ADJUSTMENT (ED001, LINE 931)
 - d. EXPENDITURES WHICH SUPPORT PUBLIC ELEMENTARY & SECONDARY EDUCATION (ED001, LINE 899)
(EXPENDITURES FROM GRANTS, MEDICAID REVENUE, INSURANCE PROCEEDS, CONTRIBUTIONS, RENTALS & ENDOWMENTS)

 - e. TOTAL CURRENT EDUCATIONAL EXPENSES
-
2. TRANSPORTATION DEDUCTION:
 - a. TOTAL TRANSPORTATION EXPENDITURES FROM LOCAL SOURCES
(ED001, LINE 501, COLUMN 3)
 - b. TRANSPORTATION EXPENDITURES FROM OTHER THAN LOCAL SOURCES
(ED001, LINE 517, COLUMN 3)
 - c. LESS SPECIAL EDUCATION PUPILS ON SPECIAL EDUCATION VEHICLES
(ED001, LINE 514, COLUMN 3)

 - d. TOTAL TRANSPORTATION DEDUCTION
(LINE 2a + LINE 2b - LINE 2c)
-
3. TUITION REVENUE DEDUCTION:
 - a. TOTAL TUITION REVENUE RECEIVED BY THE BOARD OF EDUCATION
OR TOWN FOR REGULAR EDUCATION (ED001, LINE 729, COLUMN 1 + 2)
 - b. TOTAL TUITION REVENUE RECEIVED BY THE BOARD OF EDUCATION
OR TOWN FOR SPECIAL EDUCATION (ED001, LINE 779, COLUMN 1 + 2)

 - c. TOTAL TUITION REVENUE DEDUCTION
(SUM OF LINES 3a + 3b)
-
4. NET CURRENT EXPENDITURES (NCE):
(LINE 1e - (LINE 2d + LINE 3c))

AVERAGE DAILY MEMBERSHIP

1. RESIDENT STUDENTS
TOTAL LOCAL ENROLLMENT OCTOBER 1ST
LESS NON-RESIDENT STUDENTS

RESIDENT STUDENTS

 2. F.T.E. FOR DAYS OVER 180
TOTAL HOURS FOR DAYS OVER 180/5 HOURS

 3. RESIDENT STUDENTS ADJUSTED FOR SCHOOL YEAR
(LINE 1 X (LINE 2 + 180) / 180)

 4. F.T.E. RESIDENT PRE-K STUDENTS NOT SUPPORTED BY SCHOOL READINESS
 - a. ACTUAL COUNT OF PRE-K SERVED
 - b. WEIGHTED AVERAGE NUMBER OF DAYS PER YEAR

 - c. F.T.E. RESIDENT PRE-K STUDENTS
(LINE 4a X LINE 4b / 180)
-
5. F.T.E. RESIDENT SUMMER SCHOOL STUDENTS
-
6. AVERAGE DAILY MEMBERSHIP
(LINE 3 + LINE 4C + LINE 5)

NET CURRENT EXPENDITURES PER PUPIL (NCEP)
(NET CURRENT EXPENDITURES / AVERAGE DAILY MEMBERSHIPS)

Local Transportation 2016-17 Increase over Current Budget

	Current Budget	2016-17 Budget	Increase	Explanation
Local Trans Budget	\$2,633,482	\$2,768,155	\$134,673	
AST Contract	\$2,591,646 *	\$2,711,786 *	\$120,140	Basic contractual increase
Balance (see detail below)			\$14,533	
Balance Detail				
Transfer (less than needed)	\$40,000		-\$40,000	Transfer needed to offset reduction of (1) bus, originally reduced (2) buses.
Less Additional Bus	-\$62,220		\$62,220	Due to current needs, AST was only able to reduce one full-size bus from local contract. However, AST did removed (1) type II bus from the LSPED contract. See note #1
77P Bus Conversion Bus Share w/Brookfield	-\$6,405	\$0	\$6,405	Unable to convert 77 passenger bus to a 30 passenger due to a higher than anticipated ride counts. (33 students currently ride on 1st tier)
Tap Bus	\$41,470	\$42,900	\$1,430	Contractual increase
Com1, late bus, half days	\$58,692	\$45,600	-\$13,092	Reduction due to realignment of April break for 16-17 (\$3,092) and removal of unanticipated extra work (see note #2).
Magnet Allocation	-\$29,700	-\$32,130	-\$2,430	Magnet school allocated from local contract into separate account, therefore reducing the local transportation line.
Additional Costs			\$14,533	

* includes 1 less bus (per BOF) and less 1/2 bus (shared with Brookfield)

1) During last years budget meeting, the BOF requested the removal of two 77P buses due to declining enrollment. After several rounds of re-routing and reconfiguration of bus routes, AST determined it would be problematic to reduce two full size buses as the ride times would be well over current limits causing children to arrive late compounded by delays in subsequent tiers. In an effort to assist with this budget reduction, AST looked to our LSPED contract. After creatively re-routing the special ed children, AST was able to reduce one type II bus from this contract.

2) Unanticipated extra work - this amount was always used for students with temporary disabilities such as broken legs, tutoring, and for any other unforeseen busing/routing changes. In an effort to reduce the transportation budget, this line item has been removed.

NEWTOWN A.M. STUDENT COUNTS

BUS #	HS/MS	REED	ST. ROSE	S.H.S.	HAWLEY	H.O.M.	M.G.S.
1	40	20		45			
2	33	16		25			
3	39	31		29			
4	38	23		22			
5	27	21		22			
6	44	18					27
7	22		16				26
8	23	18	4		35		
9	33	20	4		37		
10	31	12			21		
11	24	18			20		
12	36	24				19	
13	29	15				29	
14	24	21				29	
15	33	9				33	
16	25	23				40	
17	16	15				22	
18	16	22					24
19	30	20					38
20	33	23					21
21	32	15		18			
22	44						23
23	26	13					30
24	24	31					24
25	32	22	3				17
26	29		8	42			
27	44						23
28	30						24
29							
30	30	14				41	
31	26						
32	35		11			21	
33	30	7		35			
34	25	25		21			
35	10	15			28		
36	17	15			19		
37	14	11			20		
38	22	9		17			
39	23	17			16		
40	4	17			22		
41	24		6				
42	13		8				
43	11		5				
44	18		15	3			

NEWTOWN A.M. STUDENT COUNTS

BUS #	HS/MS	REED	ST. ROSE	S.H.S.	HAWLEY	H.O.M.	M.G.S.
45	4	4		6			
46	3	1					4
47	3	2					8
48	4				7		
49	3	1				3	
50	1					13	

AM 1,177 588 80 285 225 250 289 2,894

PM 1,276 613 96 282 223 249 290 3,029

-135

NEWTOWN P.M. STUDENTS COUNTS

BUS #	HS/MS	REED	ST. ROSE	S.H.S.	HAWLEY	H.O.M.	M.G.S.
1	35	20		45			
2	28	13		21			
3	33	26		30			
4	39	16		24			
5	28	24		26			
6	42	18					32
7	23		17				28
8	28	20	2		31		
9	30	20	7		35		
10	34	14			21		
11	35	17			19		
12	32	22				16	
13	30	16				31	
14	25	15				27	
15	30	11				28	
16	39	20				40	
17	21	18				28	
18	23	28					23
19	32	24					39
20	31	24					27
21	31	8		17			
22	38						
23	31	19					32
24	30	28					25
25	32	29	5				15
26	39			40			
27	38						23
28	39						32
29							
30	38	15				39	
31	29						
32	36					22	
33	21	12		35			
34	23	34		21			
35	20	19			28		
36	26	20			23		
37	19	9			25		
38	25	11		18			
39	23	18			12		
40	10	18			20		
41	32		17				
42	25		22				
43	14		13				

NEWTOWN P.M. STUDENTS COUNTS

BUS #	HS/MS	REED	ST. ROSE	S.H.S.	HAWLEY	H.O.M.	M.G.S.
44	23		13				
45	3	3		5			
46	1						
47	2	4					7
48	6				9		
49	3					5	
50	1					13	
51	6(HAT)						7
52	10(HAT)						
53	8(TAP)						

PM 1,276 613 96 282 223 249 290 3,029

AM 1,177 588 80 285 225 250 289 2,894

135

9/18/2015

STUDENT COUNTS - A.M.

All-Star Transportation - NEWTOWN

BUS	CAP	SCHOOL	REGISTERED	RIDING	TIME	SCHOOL	REGISTERED	RIDING	TIME	SCHOOL	REGISTERED	RIDING	TIME
1	77	NHS/MS	73	39	36"	REED	30	27	40"	SANDY HOOK	53	51	45"
2	77	NHS/MS	68	39	38"	REED	18	15	25"	SANDY HOOK	28	21	31"
3	77	NHS/MS	70	38	38"	REED	36	32	32"	SANDY HOOK	34	29	29"
4	77	NHS/MS	63	48	38"	REED	31	27	27"	SANDY HOOK	30	25	27"
5	77	NHS/MS	60	28	27"	REED	26	20	24"	SANDY HOOK	29	23	25"
6	77	NHS/MS	77	45	34"	REED	27	24	32"	MIDDLE GATE	38	28	25"
7	77	NHS/MS	62	33	34"	ST ROSE	28	24	43"	MIDDLE GATE	41	27	28"
8	77	NHS/MS	65	37	30"	REED/ST ROSE	39	21	36"	HAWLEY	55	34	36"
9	77	NHS/MS	63	37	28"	REED/ST ROSE	39	25	30"	HAWLEY	52	37	35"
10	77	NHS/MS	77	37	33"	REED	17	12	31"	HAWLEY	35	22	33"
11	77	NHS/MS	67	33	37"	REED	25	19	29"	HAWLEY	30	27	30"
12	77	NHS/MS	70	42	25"	REED	29	19	34"	HEAD O'MDW	23	15	24"
13	77	NHS/MS	60	30	42"	REED	13	13	27"	HEAD O'MDW	44	39	22"
14	77	NHS/MS	52	33	40"	REED	25	17	36"	HEAD O'MDW	34	33	31"
15	77	NHS/MS	55	29	45"	REED	13	8	32"	HEAD O'MDW	46	34	34"
16	77	NHS/MS	75	30	42"	REED	23	19	37"	HEAD O'MDW	50	31	34"
17	77	NHS/MS	50	31	36"	REED	31	22	34"	HEAD O'MDW	49	22	32"
18	77	NHS/MS	57	21	43"	REED	28	27	36"	MIDDLE GATE	23	13	41"
19	77	NHS/MS	58	45	41"	REED	31	30	24"	MIDDLE GATE	52	52	43"
20	77	NHS/MS	65	35	32"	REED	23	17	38"	MIDDLE GATE	40	24	24"
21	77	NHS/MS	65	43	36"	REED	20	15	36"	SANDY HOOK	29	18	33"
23	77	NHS/MS	77	33	37"	REED	16	14	22"	MIDDLE GATE	41	31	30"
24	77	NHS/MS	67	31	38"	REED	47	34	23"	MIDDLE GATE	30	20	28"
25	77	NHS/MS	73	29	31"	REED/ST ROSE	31	22	35"	MIDDLE GATE	22	21	35"
26	77	NHS/MS	77	42	46"	ST ROSE	14	8	29"	SANDY HOOK	44	39	42"
27	77	NHS/MS	77	49	45"	FRASER WD*	3	4	20"	MIDDLE GATE	44	30	29"
28	77	NHS/MS	77	33	43"	ABBOTT TECH	14	11	26"	MIDDLE GATE	34	25	30"
29	77	NHS/MS	65	33	47"	ST ROSE	10	10	30"	HEAD O'MDW	27	23	31"
30	77	NHS/MS	74	46	38"	REED	22	13	31"	HEAD O'MDW	46	42	46"
31	77	NHS/MS	71	33	45"	DNBY MAG	17	17	30"				
33	47	NHS/MS	46	33	30"	REED	11	9	30"	SANDY HOOK	34	33	33"

9/18/2015

STUDENT COUNTS - A.M.

All-Star Transportation - NEWTOWN

BUS	CAP	SCHOOL	REGISTERED	RIDING	TIME	SCHOOL	REGISTERED	RIDING	TIME	SCHOOL	REGISTERED	RIDING	TIME
34	47	NHS/MS	37	21	31"	REED/ST ROSE	34	22	30"	SANDY HOOK	27	25	38"
35	47	NHS/MS	42	22	32"	REED/ST ROSE	25	19	34"	HAWLEY	37	26	30"
36	47	NHS/MS	35	11	31"	REED	22	18	37"	HAWLEY	30	23	26"
37	47	NHS/MS	39	14	39"	REED	19	16	36"	HAWLEY	32	27	27"
38	47	NHS/MS	47	38	40"	REED	12	11	36"	SANDY HOOK	22	20	35"
39	47	NHS/MS	47	26	37"	REED	14	13	31"	HAWLEY	20	19	30"
40	47	NHS/MS	22	8	30"	REED	28	19	37"	HAWLEY	30	21	33"
41	47	NHS/MS	47	27	32"	ST ROSE	23	5	25"	These vehicles are used as backup			
42	47	NHS/MS	40	16	30"	ST ROSE	30	7	24"				
43	47	NHS/MS	38	21	32"	ST ROSE	26	8	33"				
44	47	NHS/MS	47	29	37"	ST ROSE	20	13	37"	ED CON - MDGT	7	7	16"

Ridership & time are average

2497
1348
54%

*van which does FW in the AM does not have enough time to PU all, works in the PM

990
726
73%

1342
1037
77%

All-Star Transportation - NEWTOWN

STUDENT COUNTS - P.M.

9/18/2015

BUS	CAP	SCHOOL	REGISTERED	RIDING	TIME	SCHOOL	REGISTERED	RIDING	TIME	SCHOOL	REGISTERED	RIDING	TIME
1	77	NHS/MS	73	40	36"	REED	30	28	39"	SANDY HOOK	53	50	36"
2	77	NHS/MS	68	30	41"	REED	19	18	28"	SANDY HOOK	28	15	30"
3	77	NHS/MS	70	33	37"	REED	36	32	30"	SANDY HOOK	34	27	30"
4	77	NHS/MS	63	50	37"	REED	31	27	27"	SANDY HOOK	30	25	28"
5	77	NHS/MS	60	24	28"	REED	26	21	24"	SANDY HOOK	29	22	26"
6	77	NHS/MS	77	46	35"	REED	27	24	33"	MIDDLE GATE	38	30	28"
7	77	NHS/MS	62	27	32"	ST ROSE	28	18	36"	MIDDLE GATE	41	20	25"
8	77	NHS/MS	65	37	31"	REED/ST ROSE	39	20	37"	HAWLEY	55	32	34"
9	77	NHS/MS	63	32	25"	REED/ST ROSE	39	25	31"	HAWLEY	52	37	36"
10	77	NHS/MS	77	38	34"	REED	17	14	34"	HAWLEY	35	21	34"
11	77	NHS/MS	67	31	38"	REED	25	18	31"	HAWLEY	30	27	33"
12	77	NHS/MS	70	35	24"	REED	29	16	32"	HEAD O'MDW	23	12	25"
13	77	NHS/MS	60	29	40"	REED	14	13	28"	HEAD O'MDW	44	36	26"
14	77	NHS/MS	52	40	42"	REED	25	21	31"	HEAD O'MDW	34	28	29"
15	77	NHS/MS	55	21	40"	REED	13	11	33"	HEAD O'MDW	46	28	38"
16	77	NHS/MS	75	38	43"	REED	23	21	37"	HEAD O'MDW	50	34	34"
17	77	NHS/MS	50	28	34"	REED	31	18	32"	HEAD O'MDW	49	22	33"
18	77	NHS/MS	57	21	43"	REED	28	28	36"	MIDDLE GATE	23	13	41"
19	77	NHS/MS	58	40	36"	REED	31	29	24"	MIDDLE GATE	52	33	37"
20	77	NHS/MS	65	28	29"	REED/ST ROSE	25	23	42"	MIDDLE GATE	40	19	23"
21	77	NHS/MS	65	34	33"	REED	20	12	31"	SANDY HOOK	29	20	34"
23	77	NHS/MS	77	37	37"	REED	16	15	24"	MIDDLE GATE	41	33	35"
24	77	NHS/MS	67	28	31"	REED	47	33	27"	MIDDLE GATE	30	18	31"
25	77	NHS/MS	73	34	36"	REED/ST ROSE	31	25	38"	MIDDLE GATE	22	17	28"
26	77	NHS/MS	77	42	39"					SANDY HOOK	44	38	42"
27	77	NHS/MS	77	47	44"	longer HS runs & would not make				MIDDLE GATE	44	30	27"
28	77	NHS/MS	77	34	38"	He back in time for a second tier run				MIDDLE GATE	34	26	35"
29	77	NHS/MS	65	33	44"					HEAD O'MDW	27	24	33"
30	77	NHS/MS	74	38	30"	REED	22	14	29"	HEAD O'MDW	42	45	46"
31	77	NHS/MS	71	35	46"					DNBY MAG	17	12	30"
33	47	NHS/MS	46	25	24"	REED	15	11	32"	SANDY HOOK	33	33	30"
34	47	NHS/MS	37	18	28"	REED/ST ROSE	34	24	30"	SANDY HOOK	25	26	34"

STUDENT COUNTS - P.M.

9/18/2015

All-Star Transportation - NEWTOWN

BUS	CAP	SCHOOL	REGISTERED	RIDING	TIME	SCHOOL	REGISTERED	RIDING	TIME	SCHOOL	REGISTERED	RIDING	TIME
35	47	NHS/MS	42	22	32"	REED/ST ROSE	25	24	35"	HAWLEY	37	25	30"
36	47	NHS/MS	35	14	32"	REED	22	17	36"	HAWLEY	30	24	28"
37	47	NHS/MS	39	21	40"	REED	19	16	39"	HAWLEY	32	28	28"
38	47	NHS/MS	47	34	34"	REED	11	11	34"	SANDY HOOK	22	22	25"
39	47	NHS/MS	47	30	37"	REED	14	10	26"	HAWLEY	20	17	28"
40	47	NHS/MS	22	13	33"	REED	28	21	43"	HAWLEY	30	19	31"
41	47	NHS/MS	47	23	27"	ST ROSE	23	12	31"				
42	47	NHS/MS	40	19	32"	ST ROSE	30	21	33"	longer 2nd tier runs & would not make it back in time for a third tier run			
43	47	NHS/MS	38	16	30"	ST ROSE	26	11	40"				
44	47	NHS/MS	47	30	37"	ST ROSE	20	13	38"				

Ridership & time are average

2497 1295 52%

939 715 76%

1345 988 73%

1/29/2016 2nd count of year

A.M. STUDENT COUNT SHEET

All-Star Transportation - NEWTOWN

BUS	CAP	SCHOOL	REGISTERED	RIDING	TIME	SCHOOL	REGISTERED	RIDING	TIME	SCHOOL	REGISTERED	RIDING	TIME	SCHOOL	REGISTERED	RIDING	TIME
1	77	NHS/MS	73	39	38"	REED	30	27	40"	SANDY HOOK	53	51	50	45"			
2	77	NHS/MS	68	39	31	REED	18	15	25"	SANDY HOOK	28	21	20	31"			
3	77	NHS/MS	70	38	29	REED	36	32	32"	SANDY HOOK	34	29	27	29"			
4	77	NHS/MS	63	48	53	REED	31	27	27"	SANDY HOOK	30	25	28	27"			
5	77	NHS/MS	60	28	26	REED	26	20	24"	SANDY HOOK	29	23	21	25"			
6	77	NHS/MS	77	45	39	REED	27	24	32"	MIDDLE GATE	38	28	23	25"			
7	77	NHS/MS	62	33	31	ST ROSE	28	24	43"	MIDDLE GATE	41	27	26	28"			
8	77	NHS/MS	65	37	36	REED/ST ROSE	39	21	36"	HAWLEY	55	34	34	36"			
9	77	NHS/MS	63	37	31	REED/ST ROSE	39	25	30"	HAWLEY	52	37	35	35"			
10	77	NHS/MS	77	37	31	REED	17	12	31"	HAWLEY	35	22	20	33"			
11	77	NHS/MS	67	33	28	REED	25	19	29"	HAWLEY	30	27	30	30"			
12	77	NHS/MS	70	42	33	REED	29	19	34"	HEAD O'MDW	23	15	15	24"			
13	77	NHS/MS	60	30	29	REED	13	13	27"	HEAD O'MDW	44	39	39	22"			
14	77	NHS/MS	52	33	28	REED	25	17	36"	HEAD O'MDW	34	33	28	31"			
15	77	NHS/MS	55	29	28	REED	13	8	32"	HEAD O'MDW	46	34	32	34"			
16	77	NHS/MS	75	30	26	REED	23	19	37"	HEAD O'MDW	50	31	29	34"			
17	77	NHS/MS	50	31	25	REED	31	22	34"	HEAD O'MDW	49	22	33	32"			
18	77	NHS/MS	57	21	21	REED	28	27	36"	MIDDLE GATE	23	13	13	41"			
19	77	NHS/MS	58	45	44	REED	31	30	24"	MIDDLE GATE	52	52	51	43"			
20	77	NHS/MS	65	35	31	REED	23	17	38"	MIDDLE GATE	40	24	21	24"			
21	77	NHS/MS	65	43	35	REED	20	15	36"	SANDY HOOK	29	18	21	33"			
22	77	NHS/MS	77	33	31	REED	16	14	22"	MIDDLE GATE	41	31	28	30"			
23	77	NHS/MS	67	31	25	REED	47	34	23"	MIDDLE GATE	30	20	20	28"			
24	77	NHS/MS	73	29	30	REED/ST ROSE	31	22	35"	MIDDLE GATE	22	21	19	35"			
25	77	NHS/MS	77	42	37	ST ROSE	14	8	29"	SANDY HOOK	44	39	42	42"			
26	77	NHS/MS	77	49	45	FRASER WD*	3	4	20"	MIDDLE GATE	44	30	28	29"			
27	77	NHS/MS	77	33	28	ABBOTT TECH	14	11	26"	MIDDLE GATE	34	25	20	30"			
28	77	NHS/MS	65	33	33	ST ROSE	10	10	30"	HEAD O'MDW	27	23	21	31"			
29	77	NHS/MS	74	46	37	REED	22	13	31"	HEAD O'MDW	46	42	34	46"			
30	77	NHS/MS	71	33	28	DANBY MAG	17	17	30"								
31	77	NHS/MS	46	33	30	REED	11	9	30"	SANDY HOOK	34	33	32	33"			

All-Star Transportation - NEWTOWN

A.M. STUDENT COUNT SHEET

1/29/2016 2nd count of year

BUS	CAP	SCHOOL	REGISTERED	RIDING	RIDING	TIME	SCHOOL	REGISTERED	RIDING	RIDING	TIME	SCHOOL	REGISTERED	RIDING	RIDING	TIME
34	47	NHS/MS	37	21	17	31"	REED/ST ROSE	34	22	19	30"	SANDY HOOK	27	25	25	38"
35	47	NHS/MS	42	22	19	32"	REED/ST ROSE	25	19	16	34"	HAWLEY	37	26	23	30"
36	47	NHS/MS	35	11	10	31"	REED	22	18	14	37"	HAWLEY	30	23	23	26"
37	47	NHS/MS	39	14	12	39"	REED	19	16	16	36"	HAWLEY	32	27	24	27"
38	47	NHS/MS	47	38	35	40"	REED	12	11	12	36"	SANDY HOOK	22	20	20	35"
39	47	NHS/MS	47	26	25	37"	REED	14	13	13	31"	HAWLEY	20	19	16	30"
40	47	NHS/MS	22	8	10	30"	REED	28	19	16	37"	HAWLEY	30	21	21	33"
41	47	NHS/MS	47	27	24	32"	ST ROSE	23	5	6	25"	These vehicles are used as backup				
42	47	NHS/MS	40	16	15	30"	ST ROSE	30	7	10	24"					
43	47	NHS/MS	38	21	12	32"	ST ROSE	26	8	7	33"	HAWLEY SE	2		2	24"
44	47	NHS/MS	47	29	26	37"	ST ROSE	20	13	14	37"	ED CON - MDGT	7	7	7	16"

Ridership & time are average

*van which does FW in the AM does not have enough time to PU all, works in the PM

2497 1348 1202
54% 48%

990 726 655
73% 66%

1344 1037 1001
77% 74%

All-Star Transportation - NEWTOWN

STUDENT COUNTS - P.M.

2nd count Jan, 2016

BUS	CAP	SCHOOL	REGISTERED	RIDING	TIME	SCHOOL	REGISTERED	RIDING	TIME	SCHOOL	REGISTERED	RIDING	TIME			
1	77	NHS/MS	73	40	37	36"	REED	30	28	29	39"	SANDY HOOK	53	50	49	36"
2	77	NHS/MS	68	30	25	41"	REED	19	18	16	28"	SANDY HOOK	28	15	18	30"
3	77	NHS/MS	70	33	28	37"	REED	36	32	28	30"	SANDY HOOK	34	27	25	30"
4	77	NHS/MS	63	50	41	37"	REED	31	27	22	27"	SANDY HOOK	30	25	28	28"
5	77	NHS/MS	60	24	27	28"	REED	26	21	15	24"	SANDY HOOK	29	22	15	26"
6	77	NHS/MS	77	46	36	35"	REED	27	24	19	33"	MIDDLE GATE	38	30	27	28"
7	77	NHS/MS	62	27	22	32"	ST ROSE	28	18	15	36"	MIDDLE GATE	41	20	30	25"
8	77	NHS/MS	65	37	35	31"	REED/ST ROSE	39	20	20	37"	HAWLEY	55	32	31	34"
9	77	NHS/MS	63	32	28	25"	REED/ST ROSE	39	25	20	31"	HAWLEY	52	37	33	36"
10	77	NHS/MS	77	38	42	34"	REED	17	14	10	34"	HAWLEY	35	21	17	34"
11	77	NHS/MS	67	31	30	38"	REED	25	18	16	31"	HAWLEY	30	27	29	33"
12	77	NHS/MS	70	35	33	24"	REED	29	16	16	32"	HEAD O'MDW	23	12	13	25"
13	77	NHS/MS	60	29	23	40"	REED	14	13	13	28"	HEAD O'MDW	44	36	36	26"
14	77	NHS/MS	52	40	31	42"	REED	25	21	17	31"	HEAD O'MDW	34	28	23	29"
15	77	NHS/MS	55	21	24	40"	REED	13	11	9	33"	HEAD O'MDW	46	28	25	38"
16	77	NHS/MS	75	38	28	43"	REED	23	21	16	37"	HEAD O'MDW	50	34	32	34"
17	77	NHS/MS	50	28	21	34"	REED	31	18	16	32"	HEAD O'MDW	49	22	35	33"
18	77	NHS/MS	57	21	19	43"	REED	28	28	26	36"	MIDDLE GATE	23	13	13	41"
19	77	NHS/MS	58	40	35	36"	REED	31	29	27	24"	MIDDLE GATE	52	33	34	37"
20	77	NHS/MS	65	28	24	29"	REED/ST ROSE	25	23	19	42"	MIDDLE GATE	40	19	25	23"
21	77	NHS/MS	65	34	22	33"	REED	20	12	9	31"	SANDY HOOK	29	20	18	34"
23	77	NHS/MS	77	37	37	37"	REED	16	15	12	24"	MIDDLE GATE	41	33	28	35"
24	77	NHS/MS	67	28	23	31"	REED	47	33	29	27"	MIDDLE GATE	30	18	17	31"
25	77	NHS/MS	73	34	29	36"	REED/ST ROSE	31	25	19	38"	MIDDLE GATE	22	17	16	28"
26	77	NHS/MS	77	42	37	39"						SANDY HOOK	44	38	40	42"
27	77	NHS/MS	77	47	41	44"	longer HS runs & would not make					MIDDLE GATE	44	30	30	27"
28	77	NHS/MS	77	34	28	38"	back in time for a second therun					MIDDLE GATE	34	26	25	35"
29	77	NHS/MS	65	33	31	44"						HEAD O'MDW	27	24	23	33"
30	77	NHS/MS	74	38	41	30"	REED	22	14	12	29"	HEAD O'MDW	42	45	42	46"
31	77	NHS/MS	71	35	28	46"						DUBY MAG	17	12	17	30"
33	47	NHS/MS	46	25	26	24"	REED	15	11	10	32"	SANDY HOOK	33	33	32	30"
34	47	NHS/MS	37	18	15	28"	REED/ST ROSE	34	24	18	30"	SANDY HOOK	25	26	25	34"

STUDENT COUNTS - P.M.

2nd count Jan, 2016

All-Star Transportation - NEWTOWN

BUS	CAP	SCHOOL	REGISTERED	RIDING	Riding	TIME	SCHOOL	REGISTERED	RIDING	RIDING	TIME	SCHOOL	REGISTERED	RIDING	RIDING	TIME
35	47	NHS/MS	42	22	20	32"	REED/ST ROSE	25	24	23	35"	HAWLEY	37	25	21	30"
36	47	NHS/MS	35	14	12	32"	REED	22	17	13	36"	HAWLEY	30	24	25	28"
37	47	NHS/MS	39	21	13	40"	REED	19	16	15	39"	HAWLEY	32	28	25	28"
38	47	NHS/MS	47	34	33	34"	REED	11	11	11	34"	SANDY HOOK	22	22	22	25"
39	47	NHS/MS	47	30	29	37"	REED	14	10	9	26"	HAWLEY	20	17	15	28"
40	47	NHS/MS	22	13	13	33"	REED	28	21	20	43"	HAWLEY	30	19	19	31"
41	47	NHS/MS	47	23	24	27"	ST ROSE	23	12	11	31"	longer 2nd tier runs & would not make				
42	47	NHS/MS	40	19	21	32"	ST ROSE	30	21	18	33"	it back in time for a third tier run				
43	47	NHS/MS	38	16	17	30"	ST ROSE	26	11	8	40"	HAWLEY SE	2	2	2	24"
44	47	NHS/MS	47	30	28	37"	ST ROSE	20	13	12	38"					

Ridership & time are average

2497	1295	1157	939	715	618	1347	988	980
52%	46%	76%	66%	73%	73%			

Staff - Administrators FTE Counts by Assignment
2010/11 School Year

	All DRE-B and Fairfield County Districts	Total FTE	Public School Enrollment K-12	Ratio Students/FTE
158	Westport School District	44.40	5,772	130
057	Greenwich School District	61.50	8,842	144
205	Regional School District 05	17.20	2,475	144
167	Woodbridge School District	5.00	723	145
090	New Canaan School District	28.30	4,123	146
107	Orange School District	7.96	1,277	160
157	Weston School District	15.40	2,521	164
076	Madison School District	21.60	3,563	165
138	Stratford School District	42.93	7,270	169
035	Darien School District	27.79	4,820	173
054	Glastonbury School District	39.00	6,797	174
128	Simsbury School District	27.00	4,756	176
117	Redding School District	7.00	1,243	178
118	Ridgefield School District	30.17	5,419	180
094	Newington School District	24.38	4,416	181
018	Brookfield School District	15.80	2,870	182
091	New Fairfield School District	16.00	2,919	182
052	Farmington School District	22.60	4,124	182
046	Easton School District	6.00	1,098	183
009	Bethel School District	16.00	2,938	184
132	South Windsor School District	24.50	4,553	186
060	Guilford School District	19.60	3,678	188
051	Fairfield School District	53.85	10,153	189
135	Stamford School District	79.30	15,281	193
085	Monroe School District	19.00	3,745	197
056	Granby School District	11.00	2,235	203
025	Cheshire School District	23.14	4,770	206
161	Wilton School District	20.00	4,315	216
144	Trumbull School District	32.25	6,975	216
015	Bridgeport School District	92.00	20,087	218
215	Regional School District 15	19.60	4,417	225
034	Danbury School District	45.20	10,343	229
004	Avon School District	15.16	3,545	234
086	New Milford School District	19.91	4,744	238
097	Newtown School District	22.80	5,429	238

Source: State of Connecticut Department of Education

Staff - Administrators FTE Counts by Assignment
2010/11 School Year

	District Name	Administrative Assistant	Assistant Principal	Assistant Superintendent	Athletic Coordinator	Athletic Director	Dean of Students/ Housemaster	Dept Chair with Evaluation Duties	Dept Chair with out Evaluation Duties
158	Westport School District	-	19.00	2.00	-	1.00	-	9.20	-
057	Greenwich School District	-	17.40	2.00	-	1.00	5.00	3.00	0.40
205	Regional School District 05	-	4.00	-	-	1.00	-	-	3.20
167	Woodbridge School District	-	-	-	-	-	-	-	-
090	New Canaan School District	-	9.00	2.00	1.00	-	-	-	3.10
107	Orange School District	-	-	-	-	-	-	-	-
157	Weston School District	-	5.00	1.00	-	1.00	-	-	0.90
076	Madison School District	-	5.00	1.00	-	1.00	-	5.20	-
138	Strafford School District	2.00	10.50	1.00	1.40	-	-	5.00	-
035	Darien School District	-	11.00	1.00	-	1.00	-	-	1.29
054	Glastonbury School District	-	10.00	2.00	-	-	-	14.15	0.10
128	Simsbury School District	-	5.00	1.00	-	1.00	0.60	4.40	-
117	Redding School District	-	2.00	0.34	-	-	-	-	-
118	Ridgefield School District	-	7.00	1.00	-	1.00	-	-	3.60
094	Newington School District	-	5.00	1.00	-	-	-	6.38	-
018	Brookfield School District	-	5.00	1.00	-	-	-	1.20	-
091	New Fairfield School District	-	5.00	1.00	-	-	-	2.00	-
052	Farmington School District	-	4.00	1.00	-	-	0.60	-	5.00
046	Easton School District	-	2.00	0.33	-	-	-	-	-
009	Bethel School District	-	4.00	1.00	-	0.20	-	0.70	0.10
132	South Windsor School District	-	4.00	2.00	-	1.00	-	-	1.00
060	Guilford School District	-	2.00	1.00	-	1.00	3.00	1.60	-
051	Fairfield School District	-	4.00	1.45	-	2.00	15.40	-	-
135	Stamford School District	-	27.00	1.00	-	1.00	-	3.90	4.40
085	Monroe School District	-	3.00	1.00	-	1.00	-	3.60	0.40
056	Granby School District	-	2.00	-	-	-	-	-	-
025	Cheshire School District	-	5.60	1.00	-	0.80	-	-	3.74
161	Wilton School District	-	7.00	1.00	-	1.00	3.00	-	-
144	Trumbull School District	-	6.00	1.00	-	1.00	1.00	-	8.80
015	Bridgeport School District	-	28.00	3.00	-	-	-	-	-
215	Regional School District 15	-	4.00	1.00	-	-	-	0.80	-
034	Danbury School District	-	10.00	2.00	-	1.00	-	1.20	3.00
004	Avon School District	-	6.00	0.45	-	-	-	-	-
096	New Milford School District	-	7.51	1.00	-	1.00	-	2.00	0.40
097	Newtown School District	-	6.00	1.00	1.00	-	-	2.80	0.40

Staff - Administrators FTE Counts by Assignment
2010/11 School Year

	District Name	Director of Pupil Personnel Services	Home/ School Liaison	Other Administrative Assignments	Principal	Program Director /Curriculum Coordinator	School Business Administrator	Special Education Director
158	Westport School District	1.00	-	-	8.00	3.20	-	-
057	Greenwich School District	1.00	-	0.60	15.00	13.10	2.00	-
205	Regional School District 05	1.00	-	1.00	3.00	1.00	1.00	1.00
167	Woodbridge School District	1.00	-	-	2.00	-	1.00	-
090	New Canaan School District	-	-	2.00	5.00	3.20	1.00	1.00
107	Orange School District	-	-	-	3.51	-	-	1.00
157	Weston School District	1.00	-	-	4.00	-	1.00	-
076	Madison School District	-	-	-	6.00	1.40	-	1.00
138	Stratford School District	1.00	-	1.00	13.00	7.60	-	-
035	Darien School District	1.00	-	2.80	7.00	0.70	1.00	-
054	Glastonbury School District	1.00	-	0.55	9.00	-	1.00	-
128	Simsbury School District	1.00	-	1.00	7.00	1.60	1.00	-
117	Redding School District	1.00	-	-	2.00	-	0.33	-
118	Ridgefield School District	1.00	1.57	1.00	9.00	1.00	1.00	-
094	Newington School District	1.00	-	-	6.00	2.00	-	-
018	Brookfield School District	-	-	-	4.00	-	1.00	1.00
091	New Fairfield School District	-	-	-	4.00	1.00	1.00	1.00
052	Farmington School District	1.00	-	1.00	7.00	-	1.00	-
046	Easton School District	1.00	-	-	2.00	-	0.34	-
009	Bethel School District	-	-	1.00	5.00	-	-	-
132	South Windsor School District	1.00	-	-	7.00	-	-	-
060	Guilford School District	1.00	-	2.00	7.00	-	-	-
051	Fairfield School District	2.00	-	2.00	16.00	-	-	1.00
135	Stamford School District	-	-	12.00	20.00	5.00	1.00	1.00
085	Monroe School District	1.00	-	1.00	6.00	1.00	-	-
056	Granby School District	1.00	-	-	5.00	1.00	1.00	-
025	Cheshire School District	1.00	-	1.00	7.00	-	-	-
161	Wilton School District	-	-	-	4.00	-	-	3.00
144	Trumbull School District	1.00	-	1.00	9.00	1.45	-	-
015	Bridgeport School District	-	-	8.00	33.00	10.00	-	-
215	Regional School District 15	1.00	-	-	7.00	-	1.00	-
034	Danbury School District	1.00	1.00	1.00	16.00	-	-	-
004	Avon School District	1.00	-	-	5.00	0.21	1.00	-
096	New Milford School District	1.00	-	-	5.00	-	-	-
097	Newtown School District	1.00	-	-	7.00	-	1.00	-

Staff - Administrators FTE Counts by Assignment
2010/11 School Year

	District Name	SRBI Coordinator District Based	SRBI Coordinator School Based	Subject Area Supervisor	Superintendent
158	Westport School District	-	-	-	1.00
057	Greenwich School District	-	-	-	1.00
205	Regional School District 05	-	-	-	1.00
167	Woodbridge School District	-	-	-	1.00
090	New Canaan School District	-	-	-	1.00
107	Orange School District	2.00	-	0.45	1.00
157	Weston School District	-	-	0.50	1.00
076	Madison School District	-	-	-	1.00
138	Stratford School District	-	-	-	0.43
035	Darien School District	-	-	-	1.00
054	Glastonbury School District	-	-	-	1.00
128	Simsbury School District	-	-	2.40	1.00
117	Redding School District	-	-	1.00	0.33
118	Ridgefield School District	-	-	2.00	1.00
094	Newington School District	-	-	1.00	2.00
018	Brookfield School District	-	-	1.60	1.00
091	New Fairfield School District	-	-	-	1.00
052	Farmington School District	-	-	1.00	1.00
046	Easton School District	-	-	-	0.33
009	Bethel School District	-	-	3.00	1.00
132	South Windsor School District	-	-	7.50	1.00
060	Guilford School District	-	-	-	1.00
051	Fairfield School District	-	-	9.00	1.00
135	Stamford School District	-	-	2.00	1.00
085	Monroe School District	-	-	-	1.00
056	Granby School District	-	-	-	1.00
025	Cheshire School District	-	-	2.00	1.00
161	Wilton School District	-	-	-	1.00
144	Trumbull School District	-	-	1.00	1.00
015	Bridgeport School District	-	-	9.00	1.00
215	Regional School District 15	-	-	3.80	1.00
034	Danbury School District	-	-	8.00	1.00
004	Avon School District	-	0.50	-	1.00
096	New Milford School District	-	-	1.00	1.00
097	Newtown School District	-	-	1.60	1.00

Source: State of Connecticut Department of Education

Questions from the 12/28 BOF Financial Report Presentation

- 1) I have a general question about the Medical Self Insurance fund. The ultimate liability of the fund is an estimate based on frequency and severity of claims. The liability estimate is driven off past experience of the plan. Do liabilities attach based on date of illness or by the date on which the medical expense is incurred? For example, if an employee is diagnosed with an illness in plan year 1 but the majority of the treatment happens in plan year 2, which plan year is responsible for the expenses incurred during plan year 2?

Two parts to the liability for medical self- insurance: (1) is a claims payable amount based on outstanding invoices (2) is an IBNR amount, Incurred but not reported. This is provided by Anthem Blue Cross Blue Shield.

- 2) Regarding the Pension Trust Fund, do you make any adjustments to employer contributions throughout the year to recognize any difference between the actual investment returns and targeted investment returns? If not, can you estimate this liability as of 12/31/2015?

No, typically Towns are given the ARC (annual required contribution) each year from the actuary. Any adjustments are made in the next year's actuarial computation. I cannot estimate the liability at 12/31/2015. It is a complicated actuarial calculation based on a variety of factors such as mortality; assumed investment rates; present value rates; assumed turnover rates etc.

- 3) The balance sheet has a category titled "Deferred Inflows of Resources" and "Deferred Outflows of Resources". Personally, I am not familiar with the terminology, but it looks like the deferred inflows are most likely prepayment of property taxes and deferred outflows relate to refinancing. What differentiates this category from a liability (unearned revenue) and what is the accounting transaction that creates this category? (solely for my education)

Deferred inflows are deferred revenues (unearned revenues). Deferred outflows are deferred charges (prepaid items). The Governmental Accounting Standards Board (GASB) created Statement #63 which changed the terminology we are to use. It appears you have the right idea. See attachment on Statement #63.

Here is the site for GASB <http://www.gasb.org/>

Bob

**Financial Reporting of Deferred Outflows of Resources, Deferred Inflow of
Resources, and Net Position**
GASB Statement No. 63

OBJECTIVE:

The objective of GASB 63 is to provide guidance for reporting deferred outflows of resources, deferred inflows of resources, and net position in a statement of financial position and related disclosures.

IMPLEMENTATION:

GASB 63 must be implemented in the CAFR for the *fiscal year ending June 30, 2013*. Accounting changes should be applied retroactively by reclassifying the Statement of Net Position and balance sheet information.

DEFINITIONS based on GASB Concepts Statement 4:

1. **Assets** - resources with present service capacity that the government presently controls.
2. **Liabilities** - present obligations to sacrifice resources that the government has little or no discretion to avoid.
3. **Deferred outflow of resources** - a consumption of net assets by the government that is applicable to a future reporting period. For example, prepaid items and deferred charges.
4. **Deferred inflow of resources** - an acquisition of net assets by the government that is applicable to a future reporting period. For example, deferred revenue and advance collections.
5. **Net position** - the residual of all other elements presented in a statement of financial position.

IMPACT ON CAFR:

1. **Deferred outflows of resources** - should be reported as a separate section following assets in the statement of financial position.
2. **Deferred inflows of resources** - should be reported as a separate section following liabilities in the statement of financial position.
3. **Statement of Net Position** - The residual amount should be reported as net position, rather than net assets. The three components remain the same - net investment in capital assets, restricted (distinguishing between major categories of restrictions), and unrestricted.
4. **Net Investment in Capital Assets Component** - Deferred outflows and inflows of resources attributable to the acquisition, construction, or improvement of these assets or related debt should be included in this component of net position. If there are significant unspent related debt proceeds or deferred inflows of resources at the end of the reporting period, that portion should be included in the same net position component (restricted or unrestricted) as the unspent amount.
5. **Restricted Component of Net Position** - consists of restricted assets reduced by liabilities and deferred inflows of resources related to those assets.

Financial Reporting of Deferred Outflows of Resources, Deferred Inflow of Resources, and Net Position

GASB Statement No. 63

6. **Unrestricted Component of Net Position** - is the net amount of the assets, deferred outflows of resources, liabilities, and deferred inflows of resources that are not included in the determination of net investment in capital assets or the restricted component of net position.
7. **Governmental Funds** - Balance sheets should be presented in a format that displays assets plus deferred outflows of resources equals liabilities, plus deferred inflows of resources, plus fund balance.
8. **Disclosures** - Disclosure in the notes to the financial statements is required only if the information is not displayed on the face of the financial statements. If the difference between a deferred outflow of resources or deferred inflow of resources and the balance of the related asset or liability is significant, governments should provide an explanation of that effect on its net position in the notes to the financial statements.

Accounts	Current presentation	GASB 63 and 65
Prepays – 1 st six months of next year paid in advance	Asset	Asset
State aid to Local Government (Loan Receivable?)	Asset	Deferred outflow of resources
Underwriter Fees associate with issuance of long-term bonds	Asset	Current-period outflows of resources (expenses)
Advance receipt of income tax revenue	Deferred Revenue	Deferred inflow of resources

Attachment B

Town of Newtown
Board of Selectmen budget amounts dedicated to the Board of Education Operations
2016-17

DIRECT SUPPORT:

Police

School Security Officer (SSO) wages	287,616
SSO social security contributions	22,003
SSO mandatory training	1,000
SSO equipment and supplies	7,500
2 - School Resource Officers (SRO) wages (77%)	117,595
SRO social security contributions	8,996

Parks & Recreation

Lawn maintenance	63,100
Sod for HS fields	8,000
Grub, fungus and weed control	17,500
Field maintenance on 8 back fields	52,000
Field paint (not itemized in budget)	7,500
Field lights for athletic events (not itemized in budget)	2,000
Snow plowing excess cost (amount over \$18,000 charged to BOE)	5,000

Public Works

Snow removal (not itemized in budget)	89,000
Infrastructure maintenance	82,000

Total Direct Support	<u><u>770,810</u></u>
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Parks & Recreation also:

contributed 300,000 for the outside lights at the back football field
do not charge the girls swim team to swim at Treadwell pool at no fee in the summer do
not charge for the BOE to rent the pavilions at the parks for picnic and special events.

REVISED**Line Items in BOE Operating Plan Contributing to Town Provided Services**

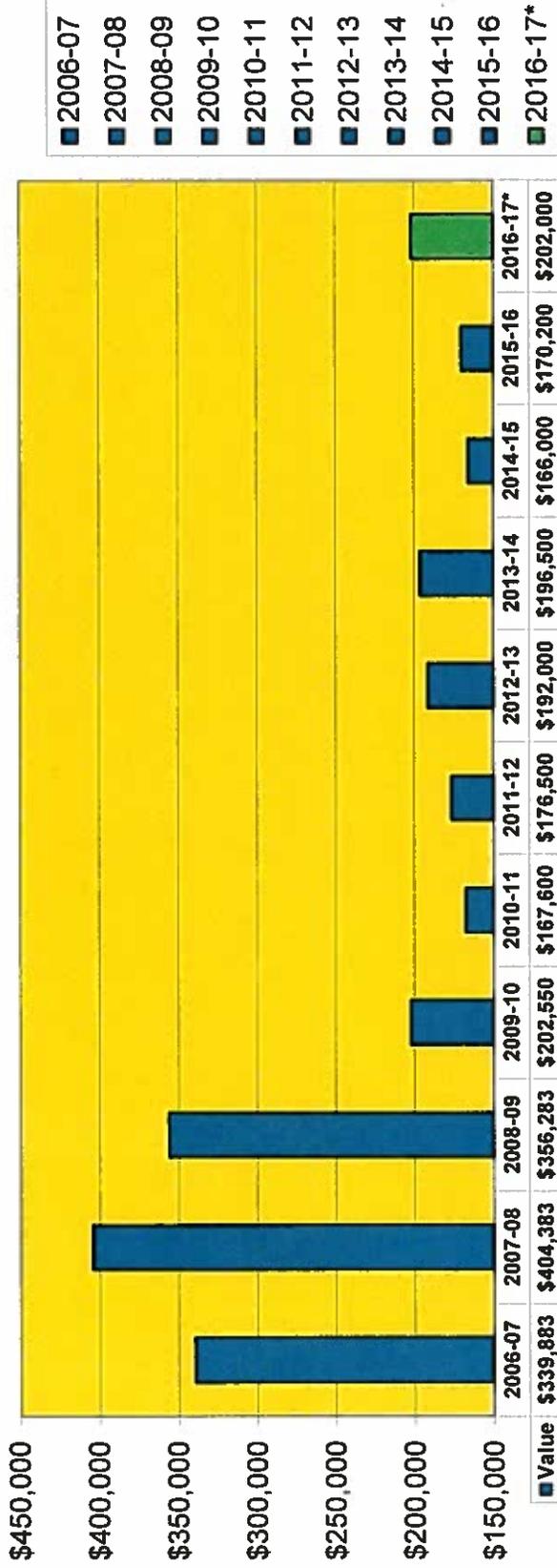
Snow Plowing	\$	18,000
Park & Rec Overtime	\$	39,000
<u>Municipal Space Allowance</u>	\$	<u>70,500</u>
Total Operational Plan Items (Expense)	\$	127,500

Line Items in BOE Operating Plan Contributing to Town General Fund Revenue

Pay for Participation in Sports Programs	\$	77,450
Parking Permits	\$	20,000
Child Development Fees	\$	8,000
Local Tuition	\$	31,500
<u>Miscellaneous Fees</u>	\$	<u>2,750</u>
Total BOE Fees & Charges (Revenue)	\$	139,700

Attachment C

Newtown Parks & Recreation Capital Budgets 2006-07 thru 2016-17* Budget Years



*Projected Expense

Attachment D

Staffing Reconciliation for 2015-16 Current vs Approved Budget

	Position	Additional Staff		Position	Staff Cost Savings	
		FTE	Dollars		FTE	Dollars
Elementary Education	Teacher	1.00	\$56,594			
Reed Intermediate	Art	0.50	\$26,497			
	Music	0.30	\$28,305			
Middle School	Music	0.50	\$37,960			
High School		0.10	\$4,957	Tutor Center Coord	1.00	\$46,926
		0.14	\$11,720	Teacher	0.50	\$36,600
		0.20	\$18,870			
District	Secretary	0.23	\$9,731	Health Coord.	1.00	\$80,860
General Services				Director	1.00	\$29,302
		<u>2.97</u>	<u>\$194,634</u>		<u>3.50</u>	<u>\$193,688</u>

Special Education	Teachers	2.00	\$125,493
	SLP	0.50	\$31,028
	BCBA	0.50	\$28,297
	B/T	0.50	\$9,713
	Paras	7.50	\$128,841
		<u>11.00</u>	<u>\$323,372</u>