

BUS PURCHASING AND MAINTENANCE

FILE: EEAEB

TITLE: Purchase and Sale of Transportation Equipment

POLICY:

- (1) Except when specifically approved by the school board, all new school buses shall be purchased through the state pool purchase plan administered by the Department of Education. The board shall designate the number and size of buses to be purchased each year. Within budgetary limitations and constraints the superintendent shall annually include in the proposed district school budget, as a minimum, an amount for bus replacement sufficient to replace 10 percent of the existing bus fleet.
- (2) Where possible other transportation equipment and supplies shall be purchased in accordance with bid prices established by the State Board of Education or by the Division of Purchasing of the Department of General Services unless the same quality of merchandise can be purchased otherwise at a lower price.
- (3) When school funds are to be expended for used school buses, the purchase shall be authorized by the commissioner of education and the following requirements shall be met.
 - (a) The school board shall certify that an emergency exists or that for some good and specified reason such purchase would be in the best interest of the school district.
 - (b) A proposal for the sale of the used bus shall be obtained from the owners, and the bus shall be appraised by three qualified appraisers as required by State Board of Education Rules.
 - (c) The board shall not pay a price higher than the appraised value and reserves the right to reject any such proposal.
- (4) District-owned transportation equipment purchased entirely or in part with funds provided by the state shall not be sold within a period of five years from the date of purchase unless the commissioner of education approves both the sale and the conditions of the sale.

LAWS IMPLEMENTED:

Sections 236.0835; 1006.27; 1001.42; 1006.21; 1001.51; 1006.25; 1010.04; 1011.06; 1011.07, Florida Statutes

STATE BOARD OF EDUCATION RULES:

6A-1.012; 6A-3.004; 6A-3.005; 6A-3.006; 6A-3.007; 6A-3.017; 6A-3.018

ADOPTED: 11/17/08

TITLE: Vehicle Maintenance Program

POLICY:

- (1) All transportation equipment shall be maintained in safe operating condition. The senior director of transportation and support services or designee shall be responsible for a planned program of maintenance to keep all vehicles functioning safely and efficiently. This program shall include the following.
 - (a) Instructing bus operators in methods of anticipating and noting maintenance problems
 - (b) Inspecting and servicing all vehicles as prescribed in State Board of Education Rule 6A-3.017 on a periodic basis
 - (c) Devising a checklist for use in recording the results of the safety inspection
 - (d) Maintaining service and repair records on each vehicle as required by State Board of Education Rule 6A-3.017
 - (e) Planning and scheduling preventive maintenance through major overhaul and repair of all equipment
 - (f) Training through in-service activities for vehicle mechanics
- (2) The mechanical condition of each school bus shall be determined at least every 30 school days that the bus is in service. Any school bus which does not comply with the requirements of Florida Statutes and State Board of Education Rules shall be withdrawn immediately from service until it meets such requirements.
- (3) No vehicle or equipment, other than school board-owned, shall be repaired or serviced in the vehicle garages.

LAWS IMPLEMENTED: Sections 1006.21, Florida Statutes

STATE BOARD OF EDUCATION RULES: 6A-3.017; 6A-3.018

ADOPTED: 11/17/08