



Geneva Community Unit School District 304
Donna V. Oberg - Assistant Superintendent - Business Services
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Memorandum

To: Kent Mutchler, Superintendent

From: Donna Oberg, Assistant Superintendent – Business Services

Date: March 10, 2016

Re: FY 2017 Bus Lease for Special Education Transportation Purposes and Multi-function Activity Buses

The District began leasing buses for Special Education transportation in 2014-2015. The lease for the 4-27 passenger buses is a one year lease. I would like to extend this lease for another year until these buses are 5 years old (they are 2014 buses). At that time I would like to evaluate the routes and if needed, purchase the buses.

I am recommending a 1 year lease plan for the 2016-2017 school year. The total lease price is \$31,768.

I am also recommending extending the 1 year lease on the three Multi-function Activity Buses for the 2016-2017 school year. These buses are used for numerous athletic and academic trips throughout the District. The total lease amount is \$22,382.

Recommendation:

I recommend that the Board of Education approve a one-year lease plan for the 4- 27 passenger buses at an annual payment of \$31,768 for the 2016-2017 school year.

I recommend that the Board of Education approve a one-year lease plan for the 3 Multi-function Activity Buses for the 2016-2017 school year.