



Geneva Community Unit School District 304
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Memorandum

To: Kent Mutchler, Superintendent

From: Donna Oberg, Assistant Superintendent – Business Services

Date: December 8, 2016

Re: FY 2018 Bus Lease for Special Education Transportation Purposes and Multifunction School 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 an additional two years. At the end of the lease period the buses will be five years old (they are 2014 buses). At that time, I would like to evaluate the routes and if needed, purchase the buses for these routes rather than lease them. They would be bud out at that time.

I am recommending a two-year lease plan for the 2017-2018/2018-2019 school years. The total lease price is \$31,024 per year.

I am also recommending extending the 1-year lease on two of the three Multifunction School Activity Buses and a 4-year lease on the third Multifunction School Activity bus for the 2016-2017 school year. These buses are used for numerous athletic and academic trips throughout the District. The total lease amount is \$22,679 for FY 2017-2018.

Recommendation:

I recommend that the Board of Education approve a two-year lease plan for the 4- 27 passenger buses at an annual payment of \$31,024.

I recommend that the Board of Education approve a one-year lease plan for two Multifunction School Activity Buses and a four-year lease plan for the third Multifunction School Activity Bus for the 2017-2018 school year. The total lease amount for FY 2018 is 22,679.