



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

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**To:** Kent Mutchler, Superintendent

**From:** Donna Oberg, Assistant Superintendent – Business Services

**Date:** November 20, 2012

**Re:** Bid Award 2013-14 School Bus Purchase

The administration sought and received bids for the 2013-14 school bus purchase consisting of 4- 24 passenger buses. The current 24 passenger buses are under a one year lease and will be returned at the end of the 2012-2013 school year. The District will maintain these buses for longer than 2 years therefore a buy back option was not included in this bid.

The legal requirement was met with the publishing of the appropriate legal notice. The bid opening was held on Thursday, November 15, 2012, at the District office. Bids were opened and publicly read aloud with the following in attendance: Donna Oberg, Assistant Superintendent – Business Services and Robert McElligott, Director of Transportation.

Two school bus providers submitted bids.

<b>Company</b>	<b>Price per Unit</b>	<b>Total Bid</b>
Midwest Transit Equipment	\$47,607	\$190,428
Central State Bus	\$53,377	\$213,508
Midwest Bus Sales	No Bid	

### **Recommendation:**

I recommend the Board of Education accept the bid submitted by Midwest Transit Equipment as the provider of school buses for the 2013-14 school year in accordance with their bid submittal. The gross amount of the bid award is \$190,428.