



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: April 20, 2017

Re: FY 2018 Bus Lease for Special Education Transportation Purposes and Multi-function 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 another year until these buses are 5 years old (they are 2013 buses). At that time, I would like to evaluate the routes and if needed, purchase the buses.

I am recommending a lease for one-year for the 2017-2018 school year. The total lease price is \$31,024.

I am also recommending extending the one-year lease on the three Multi-function School Activity Buses for the 2017-2018 school year. These buses are used for numerous athletic and academic trips throughout the District. The total lease amount is \$22,679.

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 \$31,024 for the 2017-2018 school year.

I recommend that the Board of Education approve a one-year lease plan for the 3- Multi-function School Activity Buses at an annual payment of \$22,679 for the 2017-2018 school year.