

Agenda of Regular Meeting

The Board of Education Waverly Community Schools

A Regular Meeting of the Board of Education of Waverly Community Schools will be held August 18, 2025, beginning at 6:00 PM in the Board Room, 515 Snow Road, Lansing, MI 48917.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

- I. Call to Order and Pledge to the Flag - President Alicia Guevara

- II. Special Presentation
Recognition of Students Who Participated in Round 2 of Superintendent Interviews

- III. Correspondence

- IV. Public Comment for Specific Agenda Items Only
Per Board of Education Policy 167.3, each statement made by a participant shall be limited to four (4) minutes duration. If an interpreter is used, participants will be limited to eight (8) minutes.

- V. Board Member Comment

- VI. Approval of Agenda and Acceptance of All Reports into Discussion

Recommendation: To request a motion to approve the August 18, 2025 agenda as presented and accept all reports into discussion.

- VII. Approval of Consent Agenda 4
Items listed below may be approved with one motion unless a board member requests that an item or items be removed for a separate action.

Regular Meeting Minutes - July 14, 2025
Special Meeting Minutes - July 15, 2025
Special Meeting Minutes - July 16, 2025
Report #25-11, HR Personnel Recommendations

Recommendation: To request a motion to approve the consent agenda as presented.

VIII. Committee Meetings

Odd Months - September, November, January, March, May
Finance & Facilities - **Report in August 2025**
Teaching & Learning - **Report in August 2025**

Even Months - October, December, February, April, June
Advocacy & Outreach
Special Education

IX. Presentation of Reports

- A. For Action - Report #25-12, Bus Purchase Recommendation 11

Recommendation: To adopt the resolution for participation in the MSBO Bus Purchase Program and approve the purchase of two (2) buses from Midwest Transit.

- B. For Action - Report #25-13, Cross Country Overnight Field Trip 43

Recommendation: To approve the Cross Country overnight field trip to the Cadillac Area & Marion Invitational on September 6-7, 2025.

- C. Apprenticeship Program Wall - Waverly High School 50

- The creation of high-visibility display to expose Waverly students to career pathways in Michigan's skilled-trades apprenticeship system.
- This item will be brought for action at the regular September board meeting.

D.

X. Superintendent's Report

XI. Public Comment - Open Comment for District Related Items
Per the Board of Education Policy 167.3, each statement made by a participant shall be limited to four (4) minutes duration. If an interpreter is used, participants shall be limited to eight (8) minutes.

XII. Other Board Business

XIII. Adjournment

Minutes of Regular Meeting

The Board of Trustees Waverly Community Schools

Opening of Meeting

The regular monthly meeting of the Waverly Community Schools Board of Education was held on Monday, July 14, 2025 in the Waverly Board of Education Meeting Room, located at 515 Snow Rd., Lansing, MI 48917. President Guevara called the meeting to order at 6:00 PM. The pledge to the flag was led by Member Lopez.

Members Present: Alicia Guevara
 Deborah Lopez
 Vince Perkins
 Cathy Pike
 Ty Liggons
 Emily Lenneman
 Andrea Torres

Members Absent: None

Superintendent Candidate Interviews:

- A. Hal Heard III – Executive Director of High School Education, Plymouth-Canton Community Schools
 - a. The Board interviewed Mr. Heard
- B. Dr. Karl Nelson, Retired Executive Director of PreK-12 Instruction Leadership, Grand Rapids Public Schools
 - a. The Board interviewed Dr. Nelson

Correspondence:

Member Perkins referenced the High School hockey email.

Public Comment for Agenda Items:

None

Board Member Comment:

Member Pike

- Have interview two great candidates for Superintendent.

Member Perkins:

- Have interviewed two great candidates for Superintendent.

Member Lopez:

- Her son auditioned for the MSU Marching Band and was accepted.

Member Liggons:

- Contacted area legislators to discuss school funding and will follow-up.

Member Lenneman:

- First experience with our high school summer school program and it was a very positive experience.

Member Guevara:

- Excited to interview the 6 candidates chosen by the board to interview for our next superintendent.

Approval Agenda and Accept all Reports into Discussion

A motion was presented by Member Lopez and supported by Member Pike to approve the July 14, 2025 agenda and accept all reports into discussion.

Motion PASSED

Vote: Ayes – 7 ; Nays – 0; Absent – 0

Approval Consent Agenda Items

A motion was presented by Member Perkins and supported by Member Pike to approve the consent agenda as presented.

Motion PASSED

Vote: Ayes – 7 ; Nays – 0; Absent – 0

Committee Meetings

Special Education Committee Meeting

Member Perkins reviewed the June 2025 Special Education Committee Meeting:

- Discussed students with IEPs and 504 plans, which equals 29% of our student population
- How students qualify for the Extended School Year program
- Discussed new hires for 2025-26 and the addition of new positions due to student need
- Reviewed open positions within the district

Superintendent's Report:

Interim Superintendent Dunham reported:

- Waverly had a clean pupil student count auditing report. Thank you to Erin Symonds for her hard work to ensure our pupil accounting audit is successful.
- Received an Eblast regarding Title IX and reviewed the updated requirements.
- Has met all building administrators except East.
- Had a new hire orientation in which 13 new teachers attended.
- Will be attending the Superintendent retreat at the end of July.
- Update on band camp as a band boosters sponsored event.

Public Comment – Open Comment for District Issues

Parent Lisa Parsons has a concern regarding training that current coaches need to work with students with different needs. All students need to be treated the same and with respect by all members of the team. All coaches need to be trained in the same manner as our educating staff.

Other Board Business

None

The meeting adjourned at 9:29 pm.

Respectfully submitted,

Vince Perkins, Secretary
aml

Minutes of Regular Meeting

The Board of Trustees Waverly Community Schools

Opening of Meeting

The regular monthly meeting of the Waverly Community Schools Board of Education was held on Tuesday, July 15, 2025 in the Waverly Board of Education Meeting Room, located at 515 Snow Rd., Lansing, MI 48917. President Guevara called the meeting to order at 6:00 PM. The pledge to the flag was led by Member Lenneman.

Members Present: Alicia Guevara
 Deborah Lopez
 Vince Perkins
 Cathy Pike
 Ty Liggons
 Emily Lenneman
 Andrea Torres

Members Absent: None

Superintendent Candidate Interviews

- A. The board interviewed Glenn Mitchum, Deputy Superintendent at East Lansing Public Schools.

- B. The board interviewed Matthew Olson, Assistant Superintendent of Professional Learning and Innovation, Northwest Education Services.

Public Comment – Open Comment for District Issues

None

The meeting adjourned at 8:53 pm.

Respectfully submitted,

Vince Perkins, Secretary
aml

Minutes of Regular Meeting

The Board of Trustees Waverly Community Schools

Opening of Meeting

The regular monthly meeting of the Waverly Community Schools Board of Education was held on Wednesday, July 16, 2025 in the Waverly Board of Education Meeting Room, located at 515 Snow Rd., Lansing, MI 48917. President Guevara called the meeting to order at 6:00 PM. The pledge to the flag was led by Member Pike.

Members Present: Alicia Guevara
 Deborah Lopez
 Vince Perkins
 Cathy Pike
 Ty Liggons
 Emily Lenneman
 Andrea Torres

Members Absent: None

Superintendent Candidate Interviews

- A. The board interviewed Margaret Malone, Superintendent at West Michigan Academy of Arts and Academics

- B. The board interviewed Christopher Huff, Director of Teaching & Learning at Waverly Community Schools.

Board members were presented with comment papers from public participants. Board members review over their notes as well as those from the public.

The Board took a tally vote, each voting for 2 candidates to ask back for a second interview. The two candidates asked to return were Glenn Mitcham and Chris Huff, and both accepted the opportunity to return for a second interview.

Public Comment – Open Comment for District Issues

None

The meeting adjourned at 10:06 pm.

Respectfully submitted,

Vince Perkins, Secretary
aml

WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
August 18, 2025

Report #25-11

Subject: Personnel Report
All individuals listed on this report have completed the required background check

A. Employment – Certified

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Salary</u>	<u>Effective</u>
Rachael Wenzlick	Instructional Coach	HS & MS	MA+30 Step 14/\$85,613	8/18/2025
Marissa Stanaland	Resource Room Teacher	High School	BA Step 4/\$49,687	8/18/2025
Catherine McCarthy	Teacher Apprentice	High School	\$38,020	8/18/2025
Samantha Wolfer-Dilno	Counselor	High School	BA36/MA Step 10/\$69,341	8/18/2025
Levi Oehlberg-Boggess	4 th Grade Teacher	Elmwood	BA Step 4/\$49,687	8/18/2025
Eleni Batsios	ELA Teacher	Middle School	BA Step 3/\$47,525	8/18/2025
Alexis Flanders	3 rd Grade Teacher	Elmwood	BA Step 4/\$49,687	8/18/2025
Carlee Sweeten	Resource Room Teacher	Winans	BA Step 5/\$51,948	8/18/2025
Ellyssa Knaggs	Kindergarten Teacher	Winans	BA Step 6/\$54,312	8/18/2025
Jenna Lechner	3 rd Grade Teacher	Elmwood	BA Step 4/\$49,687	8/18/2025
Sarah Carver	1 st Grade Teacher	Elmwood	BA Step 6/\$54,312	8/18/2025
Edward Saade	Counselor	Middle School	MA Step 14/\$82,850	8/18/2025

B. Employment – Non-Certified

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Salary</u>	<u>Effective</u>
Chris Choe	Class C 2 nd Shift Custodian	High School	\$17.26/hr	7/21/2025
Todd Collinson	Class AA Maintenance	District	\$22.61/hr	7/28/2025
Jeremy McClure	Class C 2 nd Shift Custodian	Middle School	\$17.26/hr	8/12/2025

C. Resignation – Certified

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective</u>
Nicole Blundell	3 rd Grade Teacher	Elmwood Elementary	7/12/2025
Mariah Mahjoory	Ele Teacher	Elmwood Elementary	7/14/2025
Reghan LePior	Kindergarten Teacher	Winans Elementary	7/24/2025
Carlos Salais	ELS Teacher	Middle School & East	8/4/2025

D. Resignation – Non-Certified

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective</u>
Chantel Trew	GSRP Para Educator	Colt ECEC	7/14/2025
Ryen Reynolds	Para Educator	Elmwood Elementary	7/28/2025
Brooke Tasch	Assistant Secretary	East Intermediate	8/14/2025
Reyna Barravino-Cisne	FS3 Cashier	Middle School	8/4/2025

E. Staff Transfer

<u>Name</u>	<u>From Position</u>	<u>To Position</u>	<u>Effective</u>
John Woodworth	Class C Custodian	Custodial Supervisor	7/14/2025
Jeremy Neff	Substitute Custodian	Class C 2 nd Shift Middle School	7/1/2025
Marisol Glasscoe	Substitute Custodian	Class C 2 nd Shift Winans	7/1/2025
Mark Stock	Middle School Para Educator	East Para Educator	8/18/2025
Elizabeth Klais	Colt ECEC Para Educator	Elmwood Para Educator	8/18/2025
Kelly Kisell	Middle School Para Educator	High School Para Educator	8/18/2025
Lynsey Bowden	Colt ECEC Para Educator	Winans Para Educator	8/18/2025
Zahlon Sampson	High School Para Educator	Middle School Para Educator	8/18/2025

Scott Brooks	Music Teacher Colt ECEC	Music Teacher Elmwood & East	8/18/2025
Nicholas Sauve	Tech Teacher Colt ECEC	Tech Teacher Elmwood & East	8/18/2025
Emily Baker	Art Teacher Colt ECEC	Art Teacher Elmwood & East	8/18/2025
Sharon Martin	GSRP 3 rd Para Educator	GSRP Associate/Para Educator	8/18/2025
Brianna Lagunas	GSRP 3 rd Para Educator	GSRP Associate/Para Educator	8/18/2025

F. Retirement – Administration

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective</u>
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G. Retirement – Certified

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective</u>
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H. Retirement – Non-Certified

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective</u>
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I. Termination

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective</u>
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**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
AUGUST 18, 2025**

Report #25-12

FOR ACTION

Subject:

Bus Purchase Recommendation

Recommendation:

The Superintendent recommends the Board of Education adopt the resolution for participation in the MSBO Bus Purchase Program and approve the purchase of two (2) buses from Midwest Transit.

Statement of Purpose:

The purpose is to replace two (2) buses, in alignment with the long-term strategic plan to implement a bus fleet replacement cycle of no greater than ten years.

Budget Impact:

The total cost of this recommendation is Two Hundred Eighty-Eight Thousand Nine Hundred Ten and 00/100 Dollars (\$288,910.00). The total cost of this recommendation is within the budget allocated for the replacement of these buses.

Background Information:

In 1994, Michigan School Business Officials (MSBO) joined with Michigan Association of Pupil Transportation (MAPT) to initiate a group bus purchasing program to save members time, money and concern by providing bids compliant with the Revised School Code, allowing schools to buy without bidding independently. An average of over 200 buses are purchased annually through this program for Michigan school districts.

The District obtained bids for stock buses built to our specifications. A Bus Purchase Bid Sheet Summary, with bus specifications, is provided in the support materials with the bids from three approved vendors through the MSBO Bus Purchase Program.

Rationale for Recommendation:

In order to provide safe and efficient transportation, it is recommended that buses are replaced on a 10-year replacement cycle or approximately two buses every year. The District has two buses, used as substitutes for repairs, field trips or athletics, which are currently 10 years old or older.

Strategic Plan Reference:

As the heart of the community, our mission is to educate and prepare each student to achieve her or his academic best, develop character, become a lifelong learner and contribute as a citizen of our global society.

Purchase Request #1520
Michigan Bus Purchasing
Jul 21, 2025 8:08 AM

Buyer Information

Waverly Community Schools
 Evan Nuffer
 515 Snow Rd

 Lansing MI 48917-4501
 USA

Vendor Information

Midwest Transit
 Mark Grossbauer
 15580 US Highway 27 N

 Marshall MI 49068

Order Information

Quantity Ordered: 2
Quantity Delivered: 0
Buyer Comments: PO to follow after Board Meeting

Product Specification

Product Category
 Conventional (2024-2025 Phase 2)
Product Name
 77-Pass Air Brakes DSL 34'2" STD Skirts
Stock Number
 26-132

Base Price

\$142,255.00

12

Details

Category	Option SKU	Option Description	Buyer Comments	Price
Dealer Options		Camera System from A Parts Warehouse includes installation		\$2,200.00
			Price As Configured	\$142,255.00
			Unit Price	\$144,455.00
			Total Price	\$288,910.00

Grand Total \$288,910.00

Michigan Bus Purchasing
Price Comparison Report - Spec #24522
 Jul 17, 2025 12:36 PM

Buying Organization

Midwest Transit
15580 US Highway 27 N
Marshall MI 49068

Notes: MRG Waverly Stock 26-132 77P
 Product Category: Conventional (2024-2025 Phase 2)
 Product: 77 Passenger
 Quantity: 2

Option	Option SKU	Buyer Comments	Hoekstra	Holland	Midwest Transit
Product Base Price			\$142,584.00	\$138,612.00	\$143,764.00

Chassis Options

Alternator

200-amp, Leece-Neville	C121		\$175.00	(\$98.00)	S/E
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Axle, Rear: minimum load

21,000 lbs.	C152		S/E	N/A	S/E
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Brake Dust Shield

Brake dust shield on all wheels	C170		S/E	S/E	S/E
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Brakes, ESC

Electronic Stability Control for Air Brakes	C172		S/E	S/E	S/E
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Brakes, Parking

Bendix Intellipark Electronic parking brake (air only)	C179		\$422.00	N/A	S/E
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Brakes, Traction Control

For air brakes	C184		S/E	S/E	S/E
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Engine

Cummins ISB 250 hp w/PTS2500 trans	C203		\$1,384.00	\$2,740.00	\$194.00
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Engine Hood

Soft Close Hood Support	C230		S/E	N/A	S/E
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Fan Drive

Electromagnetic On/Off Type	C195		\$98.00	S/E	S/E
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Fuel Tank

Increase to 100-gallon diesel tank	C251		\$352.00	\$364.00	\$488.00
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Full Instrumentation Package (Engine)

Low Coolant indicator with audible alarm	C260		S/E	S/E	S/E
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Headlights

Auto sensing headlights	C265	N/A	N/A	S/E
Idle Management Control				
Programmable	C280	S/E	N/C	S/E
Motor, Starting				
Thermal overcrank protection	C290	S/E	S/E	S/E
Paint, Wheels				
Wheels finish coated black inside and out	C300	S/E	N/C	(\$46.00)
Switches, Ignition				
Keyed alike	C350	N/C	\$5.00	\$22.00
Tires				
11R22.5 steer fr; mud/snow rear, Continental	C381	N/A	N/A	(\$1,037.00)
Wheels				
Iron hub	C480	S/E	S/E	S/E
Winter Warmup Equipment				
Winter front	C490	\$33.00	\$100.00	S/E

Body Options

Air Conditioning, In Dash				
For driver only	B110	\$1,361.00	N/A	S/E
All Light Monitor System				
Add all light monitor system	B160	S/E	S/E	S/E
Battery Slide Out Tray				
Stainless steel	B200	N/A	\$145.00	S/E
Bus Lock Up System				
All doors	B222	\$123.00	\$259.00	\$77.00
Crossing Gate Arm				
Electric w/stow bracket	B241	\$270.00	\$445.00	N/C
Defogger Fans				
Increase from 2 to 3	B250	N/A	\$65.00	\$66.00
Door, Entrance				
Electric, double out, split type	B260	(\$187.00)	\$325.00	(\$246.00)
Exit, Emergency Window				
Increase from 2 to 4	B290	S/E	\$25.00	S/E
Exit, Roof Hatch				
2 Transpec Low Profile, 1970 series	B322	(\$189.00)	(\$360.00)	(\$115.00)
Floor Covering				
1 piece, black	B372	\$704.00	N/A	\$288.00
Fuel Filler Door				
Latching	B392	S/E	S/E	S/E
Heater, Shut-Off Valve				

Locate valve on engine block	B440	S/E	S/E	S/E
Light Visor				
Overhead flasher light visor	B455	S/E	S/E	S/E
Light, Exterior				
Light check system	B460	S/E	S/E	S/E
Lights, Overhead Warning				
LED non strobe lights	B482	(\$69.00)	(\$15.00)	N/C
Lights, Interior				
LED Interior Dome Lights	B465	S/E	\$441.00	S/E
Mirror, Timer				
Timer for heated mirror	B525	S/E	S/E	S/E
Mirrors, Crossview				
MirrorLite High Definition, heated	B531	N/A	N/A	\$23.00
Mirrors, Crossview, Arms				
Stainless steel arms	B555	S/E	\$38.00	\$50.00
Mirrors, Rearview				
Rosco Open View, remote, heated, split view	B572	N/A	\$230.00	\$182.00
Mirrors, Rearview, Arms				
Stainless steel arms	B590	S/E	\$38.00	\$50.00
Noise Reduction System				
Perforated ceiling, full bus	B595	S/E	\$641.00	S/E
Power Source				
12-volt power source in driver's area	B615	S/E	S/E	S/E
Radio & Public Address System				
AM/FM radio, PA System inside & outside	B623	\$599.00	\$597.00	\$292.00
Rust Proofing, Stepwell				
Anti-corrosion spray coating, inside & outside	B647	\$244.00	\$348.00	S/E
Seat, Driver's				
National, air ride w/1 arm rest	B664	\$137.00	\$225.00	\$35.00
Seat, Driver's Belt				
Driver's belt, blaze orange	B676	\$44.00	N/C	S/E
Seats, Fire Block				
Delete fire block	B703	(\$551.00)	(\$350.00)	(\$874.00)
Seats, Passenger: Color				
Gray	B713	S/E	S/E	S/E
Severe Service Package				
Must meet Colorado Racking Test	B740	S/E	S/E	S/E
Step Tread				
Pebble tread w/non-metal backing	B752	\$27.00	\$305.00	S/E
Stop Arm Signals				

Air LED lights, front only	B761	(\$276.00)	(\$384.00)	(\$477.00)	
Storage Compartment Driver's Area					
Over drivers sash window	B781	S/E	\$125.00	\$159.00	
Storage Pouch					
Mounted on barrier behind driver	B782	\$21.00	\$16.00	\$47.00	
Tail Pipe					
Exhaust Exit, Left Side	B803	N/A	(\$120.00)	\$37.00	
Window, Rear					
Laminated, 28% tinted	B871	N/A	N/A	N/C	
Windows					
Laminated, 28% tinted	B876	N/A	N/A	N/C	
		Configured Price	\$147,306.00	\$144,762.00	\$142,979.00

Dealer Options

26-130 Stock Bus Discount				(\$724.00)	
B110 Drivers Air conditioning - Comparable			\$3,200.00		
B871 Dark Tint Laminated rear windows - Comparable @ \$61 ea		\$122.00			
B871 Dark Tint Laminated rear windows - Comparable @ \$61 ea			\$122.00		
B876 Dark Tint Laminated Side windows - Comparable @ \$43 ea		\$1,118.00			
B876 Dark Tint Laminated Side windows - Comparable @ \$43 ea			\$1,118.00	16	
Camera System from A Parts Warehouse includes Installation			\$2,200.00		
Camera System from A Parts Warehouse includes Installation				\$2,200.00	
Camera System from A Parts Warehouse includes Installation		\$2,200.00			
B372 1-piece black floor			\$704.00		
		Hoekstra	Holland	Midwest Transit	
		Unit Price	\$150,746.00	\$152,106.00	\$144,455.00
		Total Price	\$301,492.00	\$304,212.00	\$288,910.00
		Grand Total	\$301,492.00	\$304,212.00	\$288,910.00

**INVITATION TO BID
2024-2025 Phase 2
MSBO Bus Purchasing Program**

Michigan School Business Officials (“MSBO”)

Description

Due to a technical glitch, there have been errors discovered in the approved bid specifications for Phase 2 of the 2024-25 bid program.

Phase 2 bid specifications were not identical to Phase 1. Errors consisting of, but not limited to changes for chassis on Conventional and Special Needs models, missing specs (B766, B767, B276, downlit mirrors, track seats, LED fender-mounted turn signals, ICS seats) and several descriptors.

Bus Program Correction

The bid specifications will be corrected to the approved specifications in the Bus Program. **This will result in all bid pricing and bid submissions being deleted.** We suggest saving and downloading a printed version for your reference.

**The bus program will be closed from February 14, 2025, from 4:00 to 6:00 pm EST for these updates to take place.
All bid proposals will need to be entered after 6:00 pm EST, February 14, 2025.**

Addendum Effective February 13, 2025

1.4 Due Date Extension

Proposals can be submitted via the Michigan School Business Officials Bus Purchase Program until **11:30 a.m., EST, Friday, February 28, 2025**, and Proposals will be publicly read aloud at 12:00 pm EST.

The bid program will be locked at 11:30 a.m. on Friday, February 28, 2025, and no further changes will be allowed to the pricing until May 16, 2025, when adjustments will be allowed to base bus pricing ONLY. MSBO will contact awarded dealers for updated base pricing.

INVITATION TO BID 2024-2025 Phase 2 MSBO Bus Purchasing Program

Michigan School Business Officials (“MSBO”)

1.1 Intent

MSBO is accepting sealed Proposals for the aggregate purchase of new latest-model school buses in the following styles and sizes:

Conventional	47, 53, 65, 71, and 77 passenger
EV Conventional	47, 53, 65, 71, and 77 passenger
Transit (front engine)	54, 66, 72, 78, 84 and 88/89 passenger
Transit (rear engine)	78, and 84 passenger
EV Transit	78, and 84 passenger
Conventional Special Needs	47, 53, 65, 71 and 77 passenger
A-II	19/20, 23/24, and 29/30
EV A-II	19/20, 23/24, and 29/30

1.2 Purpose

The purpose of this Invitation to Bid is to allow the MSBO Member School Districts to purchase a quality bus at a competitive price. MSBO issues this Invitation to Bid to interested Vendors, receives and organizes the Vendors’ Proposals, and compiles a Vendor price list to allow the MSBO Member School Districts to electronically compare pricing on the various buses they design from all participating Vendors.

1.3 Bid Proposal Format and Submission

Follow the directions for submitting pricing using the MSBO online program in Section IV.

Proposals must include:

1. The original Vendor Price Report from the program, signed by the company’s representative and emailed to tperaino@msbo.org
2. Vendor contact information emailed to tperaino@msbo.org
3. Copies of all warranties emailed to tperaino@msbo.org
4. Clarifications and explanations emailed to tperaino@msbo.org

1.4 Due Date

~~Proposals can be submitted via the Michigan School Business Officials Bus Purchase Program until 10:00 a.m., EDST, Friday, February 14, 2025, at which time Proposals will be publicly read aloud.~~

~~The bid program will be locked at 10:00 a.m. on Friday, February 14, 2025, and no further changes will be allowed to the pricing until May 16, 2025, when adjustments will be allowed to base bus pricing ONLY. MSBO will contact awarded dealers for updated base pricing.~~

1.5 Right to Reject

MSBO reserves the right to accept or reject any or all Proposals, in whole or in part, and to waive any irregularities therein.

1.6 Withdrawal

No Proposals may be withdrawn following the Due Date. Proposal prices shall be firm by the Vendor from **Monday, March 3, 2025**, through **Thursday, July 31, 2025**.

1.7 Repair Facility in Michigan

All Vendors must have an inside repair facility within the boundaries of the State of Michigan.

1.8 Clarifications

If these specifications do not conform with federal or state specifications for the individual type of school bus, the dealer will immediately notify Tim Peraino, MSBO, at (517) 327-2582, for consideration of a possible revision for all bidders no less than ten (10) days before opening of bids. Issues deemed to need correction or clarification will be processed and faxed or emailed to all vendors in the form of bid addenda. **Note:** any deviation to any specification may result in the rejection of your bid.

SECTION II – SUPPLEMENTAL BIDDING INSTRUCTIONS

2.1 Bid Proposal Package

All pages of each bid package must be completed in full for each bus style that you are bidding. You must complete the form as specified in Section 2.2 below.

2.2 Bus Pricing

Provide all Base Bus Specifications and Option prices in whole dollars (no cents). In responding to this Invitation to Bid, each Vendor must complete each field in the Base Bus Specifications and in the Bus Specification Options for each bus type and size bid. An entry must be included in each price field. Therefore, if a field in the Base Bus Specifications or Bus Specification Options is left blank, the entire Proposal may be rejected on that basis.

2.3 Reduction in Base Bus Price

Place a minus sign (-), not a parenthesis, in front of all Option prices that, if selected, reduce the Base Bus Specifications unit price.

2.4 FOB

Bus prices must be Freight on Board (FOB) the School District.

2.5 Pricing

The bidder agrees that all the prices, terms, warranties and benefits granted by the bidder to districts through this program are comparable to or better than the equivalent terms being offered by the bidder to any present customer meeting the same qualifications or requirement.

Some Options require “per station” or “per unit” pricing. Provide a unit price, not a total bus price. These options have a reference to quantity in the option description.

2.6 Engine and Body Warranties

Due to the vast differences in engine warranties, each vendor shall supply pricing and documentation of what warranties are offered and what they cover. This is to be included as part of their bid, as indicated in Section 1.3.

2.7 Base Bus Specifications

Vendors must meet all Base Bus Specifications. For instance, if MSBO specifies 3M Scotchlite Diamond Grade reflective tape, every Vendor must supply this item as specified. This applies to everything in the Base Bus Specifications. By responding to this Invitation to Bid, each Vendor hereby certifies to MSBO and the MSBO Member School Districts that it meets **ALL** of the Base Bus Specifications outlined in this Invitation to Bid.

Vendors may not delete, change, modify or substitute a part or product from the Base Bus Specifications, except as permitted by the Bus Specification Options. Furthermore, Vendors may not modify Bus Specification Options. In other words, Vendors may not add new options to its Proposal that are not otherwise found on the Bus Specification Options list. A vendor may not list an item as not available or change the price and then add it as a dealer-negotiated item. Notwithstanding the above, if you have a concern with the Base Bus Specifications and/or Bus Specification Options and you require clarification, please contact Tim Peraino at 517-327-2582. Issues deemed to need correction or clarification will be processed and emailed to all Vendors in the form of bid addenda.

Vendor clarifications and explanations for their products should be provided to MSBO, as indicated in Section 1.3.

2.8 Stock Buses

Vendors may offer stock buses for sale to districts through this program, as long as the stock bus conforms to the Base Specifications and Options listed in the program.

SECTION III – GENERAL TERMS AND CONDITIONS

3.1 Role of MSBO

This Project is under the auspices of the MSBO. MSBO has created this Invitation to Bid and the Specifications herein. MSBO's sole responsibility in the Bus Purchasing Program is to solicit Proposals from Vendors, inform the MSBO Member School Districts of the bid results and coordinate the purchase of buses. MSBO is not responsible for delivery arrangements or for payment by participating school districts to Vendors.

The role of the MSBO in the Bid Review Process is limited to compiling a Vendor price list. MSBO are not verifying or guaranteeing that the Vendors have met the Base Bus Specifications. MSBO are simply a clearing house for the Proposals in order to create a spreadsheet to enable the MSBO Member School Districts to compare the various prices and Options offered by each Vendor. As such, a Vendor's bid is not deemed "accepted" even if the MSBO places the Vendor on the comparison spreadsheet. It is not "accepted" until an order is placed by a participating MSBO Member School District.

It is the intent of MSBO to open the School Bus Purchase Program to participating MSBO Member School Districts at 8:00 am on **Monday, March 3, 2025**, to design and purchase buses to meet their particular needs.

3.2 Purchase Orders

Each participating MSBO Member School District shall issue its own Purchase Order detailing specific Options and delivery instructions and shall be responsible to make payments directly to the Vendors for all buses ordered.

3.3 Tax Exemption

All purchases made by Michigan public school districts are exempt from all state and federal taxes. Exemption certificates will be provided upon request.

3.4 Right to Request Additional Information

MSBO reserves the right to request any additional information that may be deemed necessary after opening the Proposals.

3.5 Incurred Costs

MSBO is not responsible for any costs incurred by any Vendor for any work performed relative to the preparation of a Response to this Invitation To Bid, including the costs for the preparation of the information solicited herein.

3.6 Contract Requirements

MSBO considers this Invitation to Bid legally binding and will require that this Invitation to Bid and the resulting Vendors' Proposals be incorporated by reference into any subsequent contracts or Purchase Orders between the Vendor and the individual School District. It should be understood by the Vendors that this means that the individual School Districts expect the Vendors to satisfy substantially all the requirements listed herein.

Minimally, the contract or Purchase Orders must contain the following language and respective components:

1. Identification of Parties to the Agreement Clause – Both the Vendor and the School District shall be clearly identified by name. Neither of the identified parties to the Agreement shall assign or encumber any of its rights, or delegate or subcontract any of its duties defined in the Agreement, in whole or in part, to other third parties unless the other third party to the Agreement gives its prior written consent. Subject to the foregoing covenant against assignment and delegation, the rights created by the Agreement shall pass to the benefit of the identified party and the duties and obligations resulting from the Agreement shall bind the identified party and their respective successors and assignees.
2. Entire Agreement Clause – This Agreement, including appendices and referenced attachments, constitutes the entire Agreement between the Vendor and the School District and super cedes all proposals, presentations, representations, and communications, whether oral or in writing, between the parties on this subject.
3. Applicable and Governing Law Clause – The Agreement shall be subject to all laws of the Federal Government of the United States of America and to the laws of the State of Michigan. All duties of either party shall be legally performable in Michigan. The applicable law for any legal disputes arising out of this Agreement shall be the law of (and all actions hereunder shall be brought in) the State of Michigan.
4. Notices Clause – All notices or communications required or permitted as a part of the Agreement shall be in writing (unless another verifiable medium is expressly authorized) and shall be deemed delivered when:
 - i. Actually received, or
 - ii. Upon receipt by sender of a certified mail, return receipt signed by an employee or agent of the party, or
 - iii. If not actually received, ten (10) days after deposit with the United States Postal Service authorized mail center with proper postage (certified mail, return receipt requested) affixed and addressed to the respective other party at the address set out in the section of the Agreement titled "Identification of the Parties to the Agreement" or such other address as the party may have designated by notice or Agreement amendment to the other party.

Consequences to be borne due to failure to receive a notice due to improper notification by the intended receiving party of a new address will be borne by the intended receiving party.

5. General Indemnification – The Vendor agrees to indemnify, defend and hold harmless the MSBO and the MSBO participating Member School Districts, its successors, assigns, employees, and agents from and against any and all claims, costs, expenses, damages, and liabilities, including reasonable attorney’s fees, arising out of (i) the negligent acts or willful misconduct of the Vendor, its officers, directors and employees, agents or subcontractors; (ii) any breach of the terms of this Agreement by the Vendor; or (iii) any breach of any representation or warranty by the Vendor under this Agreement.
6. Warranty – The Vendor warrants that all labor and equipment provided on each Bus, whether installed initially or under subsequent Purchase Orders, shall be newly manufactured equipment or assembled from newly manufactured parts. The Vendor further warrants that each bus will be free from defects in workmanship and material in accordance with the manufacturer’s standard warranty from the date of delivery of that bus.

SECTION IV – DIRECTIONS FOR USING THE MSBO ONLINE PROGRAM

4.1 Instructions for Entering Prices for the Vendor Proposal Portion of the Program

1. Go to the MSBO purchasing website: <http://michigan.cooppurchase.com/>.
2. Select Vendor Login and insert your username and password.
3. Click “Maintain Bids” from the menu.
4. To copy your previous year’s bid, refer to Section 4.2 below.
5. Select the product category that you want to insert pricing on. Click “Continue.”
6. Under the base price, unlock those categories that you will be bidding on by clicking on the padlock icon. You should see the column for that product appear below in the options area.
7. If you are not bidding a product style or a bus size within a bus style, do not unlock that product so the column does not appear.
8. To save time entering information for the different product configurations in that category and the option value is the same, you may enter the value for the option in the “Copy to All” column and it will copy to each product category.
9. Double-click on the space next to the option under the appropriate bus size or Copy to All. The space will change from white to yellow to white with a yellow border.
10. Specify the prices or availability for each product configuration option. Valid option values are a **dollar value** (positive or negative) indicating the cost of the option, “**SE**” (Standard Equipment), “**NA**” (Not Available), or “**NC**” (No Charge; same as \$0).
11. Options that are “state quantity” or “each” are indicated with an asterisk (*).
12. When completed with prices for a product category, click Save. NOTE: Work in progress can be saved at any step in the entry process. You may save, leave the program, and return at any point.
13. Repeat this process for all bus styles and sizes. The program requires all price cells to be filled in for the buses you are bidding.
14. The program will compile information for each body style. If pricing information is incomplete, the program will return you to the incomplete cells for data entry. This occurs for each blank cell.
15. If you have any problems with any of these steps, contact MSBO for further instructions.

4.2 Instructions for Copying Prior Year’s Bid

1. Click “Maintain Bids” in the left menu.
2. Click the RFx which is open for bidding. You can sort the list chronologically by clicking the column heading “Response Period.”
3. Click “Participate” to indicate you intend to bid. You only need to do this once.
4. Find the product category for which you wish to copy pricing. A “Copy from Prior Bid” action appears if the copy function is available. Click the “Copy” action to begin the copy process, or click the product category link to directly edit the new bid.
5. Check all the passenger sizes in the “Upgrade?” column which you want to copy, then Next, then Confirm. If you only wish to **view** the changes from the prior bid (but not copy your bid), simply leave all checkboxes blank and click ~~Next~~.

6. All of the prior year's pricing will appear, along with any changes made to either the Base Specifications and/or Options. Make changes where necessary and click Next.
7. This completes the upgrade to the current bidding session.
8. The "Copy from Prior Bid" action remains visible until all products within a category have been bid. You can re-copy multiple times, but each time your new bid will be completely replaced with the prior bid.
9. Click the product category link (instead of the "Copy" action) to revise the copied values or to bid additional products that were not copied from the prior bid.

4.3 Instructions to Print Vendor Price Report

1. To print a summary of all prices for your bid submission, go to "Reports".
2. Click on "Vendor Prices."
3. Choose the product category that you want to print, and then click on "continue."
4. Click on Export; then Save.
5. Open Excel. Open the downloaded file.
6. Reformat the file to fit on one page, if possible
7. Print a copy, scan and email to tperaino@msbo.org

4.4 Instructions for Submitting Stock Buses

1. Click on "Stock Products"
2. Select the appropriate Product Category
3. Click on "Create New"
4. Complete the Stock Product Details and save
 - a. Each unit or group of identical units must have a unique "Stock Number"
5. Repeat for additional units
6. Submit a copy of the manufacturer's specifications for each unit on the jump drive provided by MSBO. Only one copy of the specifications is required for stock buses that have identical specifications. Indicate the applicable stock numbers from the program.
7. Once the program is open for purchase by districts, it is recommended that the stock buses be built in the program so they are ready to clone to any district that may be interested.

2022-2023 MSBO Bus Purchase Program

Base Bus Specifications (Updated 9/8/22)

PART NAME	CONVENTIONAL	TRANSIT REAR	TRANSIT FRONT	SPECIAL NEEDS	A-II
BODY SPECIFICATIONS					
Access Compartment	Access Compartment located over windshield.	Same as Conventional	Same as Conventional	Same as Conventional.	Located in driver's area. See "Storage Compartment" Section.
Air Conditioning, In Dash	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Air Conditioning	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Air Foil, Rear	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Aisle Strips	Manufacturer's standard	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
All Light Monitor System	None (warning lights only).	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Antenna	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Back Up Alarm and Sticker	To provide audible warning that the bus is in reverse gear. Alarm shall meet requirement of SAE J994 including 97dBA sound level. All buses shall have a sticker affixed to the dash in full view of the driver indicating that the bus is equipped with a back up alarm	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Battery Box	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Battery Cut Off Switch	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Battery Slide Out Tray	A body skirt mounted slide out tray and battery box is required for 2 8d batteries	Same as Conventional	Same as Conventional	Same as Conventional	None
Body Data Plate	Will be mounted in a clearly visible location inside body stating seating capacity, year manufactured, etc	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Body Mounting	To help assure and insure keeping the structural integrity of the vehicle intact in a serious collision, the body shall be firmly and safely structurally secured to the chassis. The body/chassis mounting system shall average a minimum attaching bolt and 1 body/chassis-mounting bracket down each frame rail at an average minimum interval of 1 every 12". The maximum interval for any mounting bracket shall not exceed 30" at any point on the chassis	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Body Testing	Load test of body shall meet FMVSS 222	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Booster Pump	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Bumper, Rear	Must meet State and Federal Standards and be constructed with 3/16" thickness steel minimum and be a minimum of 8" wide and painted black	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional

PART NAME	CONVENTIONAL	TRANSIT REAR	TRANSIT FRONT	SPECIAL NEEDS	A-II
Bus Lock Up System	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Buzzers	Emergency doors, lift door (if applicable), and window buzzers shall be connected to both sides of ignition switch. All buzzers should be controlled with 1 buzzer. The lift door buzzer (if applicable) will operate until the door is 6" open and then turn off.	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Color, Interior	Manufacturer Standard	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Crossing Gate Arm	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Defogger Fans	2 7-inch defogger fans, in addition to defrosters utilizing hot air from bus heaters, shall be installed. Must be 2-speed with reinforced mounting locations	Same as Conventional	Same as Conventional	Same as Conventional	1 7-inch defogger fan, in addition to defrosters utilizing hot air from bus heaters, shall be installed. Must be 2-speed with reinforced mounting locations
Door, Entrance	Shall be air-operated, double-out split-type located at right front of bus with padded header over entrance door.	Same as Conventional	Same as Conventional	Same as Conventional	Entrance Door, passenger. Shall be manual, double-out split-type located at right front of bus with padded header over entrance door.
Door, Entrance, Dryer	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional ²⁵
Electrical Equipment and Wiring	Must meet SAE and State and Federal Standards. Electrical wiring shall be inside body channel readily accessible through removable panels. All harnesses and wiring shall be protected from wall metal structure. All bodies shall be equipped with an electrical circuit master switch and will cut body circuits "ON" and "OFF" by means of a solenoid controlled by the ignition switch. Second 100-amp solenoid mounted in electrical compartment for aftermarket components, controlled by ignition switch in both "ON" and "ACCESSORY" positions. Circuit Breakers: All electrical circuits, which require overload protection, shall be equipped with circuit breakers. Wiring: Must meet State and Federal Standards. Color- and/or number-coded (no scotch-lock connectors).	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Entrance Step	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Exit, Emergency Door, Left Side	None	Required	Same as Conventional	Same as Conventional	Same as Conventional
Exit, Emergency Window	2 side windows per vehicle, must meet Federal Standards as set forth by FMVSS 217. Buzzer must be attached to both sides of ignition switch	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional

PART NAME	CONVENTIONAL	TRANSIT REAR	TRANSIT FRONT	SPECIAL NEEDS	A-II
Exit, Emergency Door Latch	None	Required	Same as Conventional	Same as Conventional	Same as Conventional
Exit, Evacuation Step	Manufacturer Standard	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Exit, Roof Hatch	To include 2 roof hatches, 1 front and 1 rear. Must open from inside and outside. Transpec low profile 1170 series w/buzzer. Buzzer must be attached to both sides of ignition switch	Same as Conventional	Same as Conventional	Same as Conventional	To include 1 hatch located as required by FMVSS 217. Must open from inside and outside. Transpec low profile model 1100 w/buzzer. Buzzer must be attached to both sides of ignition switch.
Exit, Roof Hatch Power Vent	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Fenderettes	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Fire Extinguisher	Must meet Michigan Standards	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
First Aid Kit	Must meet Michigan Standards	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Flat Floor Package	None	Same as Conventional	Same as Conventional	Floors shall be raised to eliminate interior wheelhouses, maintaining a 77" headroom. Passenger seat size 39"; 3 belts/seat FMVSS restraints; 47-passenger – 8 track-mounted seats. 53-passenger – 10 track-mounted seats: 65-, 71-, and 77-passenger – 12 track-mounted seats. Floor Track: 4 floor track/rows shall be continuous, full bus length, heavy duty Kinedyne "L" track, each side of aisle. Overhead Tracking: full length on both sides for shoulder restraints. Lift: shall be minimum Braun NL917IB & must meet FMVSS 403 & 404 with a fully automated lift gate and manual override: rear lift door location. Rear	26

PART NAME	CONVENTIONAL	TRANSIT REAR	TRANSIT FRONT	SPECIAL NEEDS	A-II
				Emergency Door: to have minimum of 58" opening	
Floor Covering	Floor shall be of prime commercial quality steel with 14-gauge steel. Floors shall be level from back-to-front and side-to-side except for the wheel housing, toe boards, and driver's seat platform areas. Driver's compartment plate shall be removable and installed level with the bus floor. All components requiring service must be readily accessible. Opening in bus floor must meet this requirement and shall be reinforced to maintain full strength of non-punctured floor. Body floor shall have an access hole for removal and repair of fuel tank sending unit. Body floor shall have an access cover adequate to allow removal of fuel components without lowering fuel tank. Allowances must be made if the bus is lift equipped in the section of bus where fuel tank is placed. 5/8" marine-grade plywood floor is required. Floor in under seat area including tops of wheel housings and toe boards shall be covered with smooth surface rubber covering having a minimum thickness of .125 inch. Floor covering must be permanently bonded to floor and resist cracking. Adhesive materials must be waterproof and approved. Landing areas at top of steps shall be ribbed rubber, which shall extend to and join the ribbed aisle cover at an angle and its leading edge shall be white in color. Attaching screws shall be countersunk. Holes around transmission cover shall be adequately sealed. All flooring requirements and materials must meet State and Federal Standards	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Floor Tracking System	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Fuel Filler Door	Opening only	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Fuel Filler Opening	An adequate size and design shall be provided over fuel filler	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Fusees	3 30-minute in red canister mounted near entrance door.	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Grab Rail at Entrance	A suitable stainless steel grab rail shall be provided at front entrance on both sides securely mounted inside body close to bottom step for small children to reach and shall be designed to eliminate possibility of students' clothing or personal items to become lodged or stuck upon exiting the bus	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Headroom	Minimum 77" headroom	Same as Conventional	Same as Conventional	Same as Conventional	Minimum 73" headroom.

PART NAME	CONVENTIONAL	TRANSIT REAR	TRANSIT FRONT	SPECIAL NEEDS	A-II
Heater/Defrosters	Driver's area heater minimum output 90,000 BTU with power defroster to windshield and left front window section, right front heater minimum output of 50,000 BTU including power defrosting to windshield, entrance door, and stepwell. Rear wheelhouse, heater pipe to be covered. Heater shut-off valves to be located inside bus in driver's area. No silicone hosing. Rear under seat heater, minimum output 80,000 BTU dual fan output located to rear of wheelhouse, heater to be covered.	Driver's area heater minimum output 90,000 BTU with power defroster to windshield and left & right front window section, entrance door, and stepwell. Driver's heater, minimum output 12,000 BTU. One midway and one rear under-seat heater, seat suspended for full heating action; minimum output 80,000 BTU dual fan output located to rear of wheelhouse, heater pipe to be covered. Heater shut-off valves need to be located inside bus in driver's area. No silicone hosing.	Same as Transit Rear.	Driver's area heater minimum output 90,000 BTU with power defroster to windshield and left front window section, right front heater minimum output of 50,000 BTU including power defrosting to windshield, entrance door, and stepwell. Heater shut-off valves to be located inside bus in driver's area. No silicone hosing. Heaters: one or two rear heaters must be wall mounted and have a total minimum 64,000 BTU in lieu of base rear heater.	Suspended for full heating action, minimum output 40,000 BTU single fan output located to rear of wheel house, heater pipe to be covered. Driver's heater 12,000 BTU with 2-speed switch. No silicone hosing.
Heater, Auxiliary	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional ²⁸
Heater, Hoses	Manufacturer Standard	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Heater, Mid-Body Rear	Manufacturer Standard	Same as Conventional	Same as Conventional	Same as Conventional	None
Heater, Shut-Off Valve	In driver's compartment	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Inspection	Purchase of school bus bodies under these specifications shall include the right to inspection after manufacture by MSP and the school district issuing the P.O or their designee	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Inspection Plate	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Insulation/Sealing of Joints	Must meet State and Federal Standards	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Lettering and Trim	Must meet State and Federal Standards. Lettering specifics provided by each school district. Reflective markings: must be 3M Scotchlite Diamond Grade reflective tape as follows: 1" tape outlining all exits, 2" tape below beltline on both sides, 1" tape completely outlining rear of bus from below cap to rear bumper, "School Bus" lettering front and rear.	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
License Plate Holder	Shall be on left rear outside of body with suitable method for mounting license plate	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Light Visor	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional

PART NAME	CONVENTIONAL	TRANSIT REAR	TRANSIT FRONT	SPECIAL NEEDS	A-II
Light, Exterior	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Light, Landing	Next to entrance door, outside	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Lights	2 Combination Brake & Tail Lights: Shall be a minimum of 7" and meet all State and Federal Standards and must be LED Tail Lights: Must be LED and shall be equipped with 2 7-inch tail lights and 2 7-inch incandescent back up lights. Light intensity shall equal Class A type turn signal units. Turn Signal Lights: Must be LED and shall be 7" and include 2 sides of bus-mounted turn signals behind entrance door right side and equal distance on left side. Must meet applicable standards.	Same as Conventional	Same as Conventional	Same as Conventional	2 Combination Brake & Tail Lights: Shall be a minimum of 7" and meet all State and Federal Standards and must be LED Tail Lights: Must be LED and shall be equipped with 2 7-inch tail lights and 2 7-inch incandescent back up lights. Light intensity shall equal Class A type turn signal units. Turn Signal Lights: Must be LED and shall be 7" and include 2 sides of bus-mounted turn signals behind entrance door right side and equal distance on left side. Must meet applicable standards. Rear turn signal lights must be LED and shall be 7"
Lights, Clearance	Must be LED and meet State and Federal Standards. Clearance lights must be armored marker and LED Identification Lights: must meet State and Federal Standards	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional ²⁹
Lights, Interior	There shall be 8 or more dome lights installed to include 2 in driver's compartment and 2 in rear on separate switches	Same as Conventional	Same as Conventional	Same as Conventional	There shall be 5 dome lights installed to include 1 in driver's compartment and 4 in passenger compartment
Lights, LED	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Lights, Overhead Warning	strobing LED warning lights. Must meet State and Federal Standards.	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Lights, Strobe	Low profile. Located 6' from rear on top of bus equipped with guard and pilot light in driver's compartment	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Metal Body	16-gauge metal	Same as Conventional	Same as Conventional	Same as Conventional	None
Mirror System	Interior mirror shall be tempered glass and rounded corners and protected edges. Must be 6"x 30". Exterior mirrors must meet FMVSS 111 with crossover view mirrors. All mirrors to be heated and actuated through a separate wired switch and ignition with a pilot light. Front visibility to provide unobstructed view of all mirrors. Rosco openview series side mirrors.	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Mirror, Timer	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional

PART NAME	CONVENTIONAL	TRANSIT REAR	TRANSIT FRONT	SPECIAL NEEDS	A-II
Mirrors, Crossview	See "Mirror System"	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Mirrors, Crossview, Arms	Manufacturer Standard	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Mirrors, Rearview	See "Mirror System"	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Mirrors, Rearview, Arms	Manufacturer Standard	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Mud Flaps	2 front and two rear attached appropriately	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Noise Reduction System	Perforated ceiling first 2 sections	Perforated ceiling last 2 sections.	Perforated ceiling first 2 sections. Pebble grain vinyl over foam in floorboards and vertical panels in stepwell.	Same as Conventional	Same as Conventional
Paint and Finish	See attached	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Paint, Hood	Manufacturer standard	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Paint, Roof	Manufacturer Standard	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Paneling, Exterior	Exterior paneling includes sheet metal skin forming exterior surface of body and shall be 16-gauge steel minimum thickness and be attached to bow frames and strainers to act as an integral part of structural frame.	Same as Conventional	Same as Conventional	Same as Conventional	None
Paneling, Interior	Interior body shall be lined with panels securely fastened to adjoining parts. All joints are to be covered. No sharp edges will be left; molding shall be securely fastened so dirt will not readily work under it. Interior paneled areas immediately below window line shall be galvanized embossed steel, aluminum in color. Exposed edges shall be beaded, hemmed, flanged, or treated to eliminate sharp edges.	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Panel, Shoulder Pad	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Power Source	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Quiet Zone	If the customer chooses an AM/FM radio option and/or PA speakers option, to reduce noise and increase operating safety in the driver's area, a quiet zone shall be furnished that includes no AM/FM radio/PA speakers installed within a 120" radius of the driver's seat	Same as Conventional	Same as Conventional	Same as Conventional	None
Radio & Public Address System	None	Same as Conventional	Same as Conventional	Same as Conventional	AM/FM/ CD/clock
Reflectors	2 amber reflectors on each side of bus near the front and 2 red on rear side panels, 2 red on rear panels, and 2 amber intermediate on sides	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional

PART NAME	CONVENTIONAL	TRANSIT REAR	TRANSIT FRONT	SPECIAL NEEDS	A-II
Reflectors, Emergency Roadside	3 reflector type warning devices meeting FMVSS 125 and shall be mounted near entrance door.	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Roof Vent, Static	Manufacturer Standard	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Rub Rails	4 applied rub rails including snow rails to be 1 piece. 1 below side windows, 1 at passenger level, 1 near floor line, and 1 at bottom of skirt to be properly secured	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Rust Proofing	Must be fully rust proofed including battery compartment, State Manufacturer Standard	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Rust Proofing, Stepwell	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Rust Proofing, Bumper	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Sashes, Side	Manufacturer Standard	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
School Bus Sign	Reflective, must meet state and federal standards	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Seat, Barrier	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Seat, Driver's	Shall have a driver's seat equipped with a 1-piece 6-way adjustable high back seat designed to minimize potential for head and neck injuries, providing minimum obstruction to the driver's view of passengers, and meeting applicable requirements of FMVSS 222 as defined in FMVSS 208. The seat shall be made with cloth insert and adjust the position using a fingertip control. A 3-point shoulder/lap seat belt will be installed meeting all applicable standards	Same as Conventional	Same as Conventional	Same as Conventional	Shall be Manufacturer Standard. The seat shall be made with cloth insert and adjust the position using a fingertip control. A three-point shoulder/lap seat belt will be installed meeting all applicable standards.
Seat, Driver's Belt	3-point shoulder/lap belt	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Seats, Child Restraint	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Seats, Fire Block	Prevail (or equal) fire block, 52 oz., entire bus	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Seats, Passenger	To accommodate size of body, 52 oz. heavy-duty covering. 5/16" grade 5 bolts and nuts shall be used. 39" seats. Seating and Modesty Panels: must meet FMVSS 222 and FMVSS 210, seat belt ready w/o seatbelts.	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Seats, Passenger: Replaceable Back	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Seats, Passenger: Color	Manufacturer Standard	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Seats, Passenger, Covering	52 oz. heavy-duty covering.	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional

PART NAME	CONVENTIONAL	TRANSIT REAR	TRANSIT FRONT	SPECIAL NEEDS	A-II
Seats, Passenger, Restraining	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Seats, Track-Mounted	None	Same as Conventional	Same as Conventional	Manufacturer Standard	Same as Conventional
Severe Service Package	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Side Walls	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Step Tread	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Stepwell	3 steps required; must meet State and Federal Standards	Same as Conventional	Same as Conventional	Same as Conventional	2 steps required; must meet State and Federal Standards
Stop Arm Signals	Must meet State and Federal Standards. Front and Rear with reflective tape, strobing LED lights, wind-guard, electric	Same as Conventional	Same as Conventional	Same as Conventional	Must meet State and Federal Standards. Front only with reflective tape, strobing LED, wind-guard, electric.
Storage Compartment	None	Required	Same as Conventional	Same as Conventional	Same as Conventional
Storage Compartment Location	None	Required	Same as Conventional	Same as Conventional	Same as Conventional
Storage Compartment Driver's Area	See "Access Compartment" section	Same as Conventional	Same as Conventional	Same as Conventional	See Access Compartment ³²
Storage Pouch	None	Required	Same as Conventional	Same as Conventional	Same as Conventional
Structure Design	Must meet State and Federal Standards	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Student Reminder System	Manufacturer Standard to be triggered by 8-lamp flasher	Same as Conventional	Same as Conventional	Same as Conventional	None
Sunshade	A tinted, transparent plastic sun shield, 6"x30" shall be installed and have substantial mounting to remain in position	Same as Conventional	Same as Conventional	Same as Conventional	Manufacturer Standard
Tail Pipe	To be flush mount with bumper as per Michigan Specifications	Same as Conventional	Same as Conventional	Same as Conventional	Per Michigan Specifications
Ventilation	Must meet State and Federal Standards	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Warning System	8-light sequential warning system, must meet State and Federal Standards	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Warning System-Driver Alert	None	None	None	None	None
Warranty	State Manufacturer Standard	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Wheel Housing	Shall be constructed of 18 gauge or heavier steel and be rigidly reinforced and be attached to the floor and side panels in such a manner as to prevent water or dust from entering the bus interior and shall be designed for easy removal of tires	Same as Conventional	Same as Conventional	None	Same as Conventional

PART NAME	CONVENTIONAL	TRANSIT REAR	TRANSIT FRONT	SPECIAL NEEDS	A-II
Wheelchair Entry	None	Same as Conventional	Same as Conventional	Lift shall be Braun NL919IB & must meet FMVSS 403 & 404 with a fully automated lift gate and manual override: rear lift door location.	Same as Conventional
Wheelchair Entry Latch	None	Required	Same as Conventional	Same as Conventional	Same as Conventional
Wheelchair Securements (L-Track)	Manufacturer Standard	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Window, Frost-free, Driver	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Window, Frost-free, Upper Entrance	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Window, Frost-free, Lower Entrance	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Window, Frost-free, Left-hand Passenger	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Window, Frost-free, Right-hand Passenger	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Window, Rear	Manufacturer Standard	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Windows	An adjustable split side sash window shall be mounted in the side of body between each framing post. Safety glass shall be used. Windows will have a 28% grade tint. All glass and windows must meet State and Federal Standards. Driver and back windows will not be tinted.	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional

PART NAME	CONVENTIONAL	TRANSIT REAR	TRANSIT FRONT	SPECIAL NEEDS	A-II
Windshield	To be constructed of Solex or Vizex Safety plate. Windshield Steps and Handles: a step and appropriate grab handle shall be installed on each front corner of the exterior body. Handle shall be stainless steel, chrome plated, or nonferrous metal and shall provide 4-point mounting and adequate handhold. Handle shall be contoured and formed to provide a safe grip. Windshield Washers and Wipers, Fluid Container: electrical intermittent wet arm 2-speed windshield wipers shall be standard. Wiper arms will be equipped with snow blades of adequate length to clear windshield glass in driver's direct view. Switch shall be located within easy reach from the driver's seat. Windshield washer fluid container is to be minimum 70 ounces and must meet State and Federal Standards.	Same as Conventional.	Same as Conventional.	Same as Conventional.	To be constructed of Solex or Vizex Safety plate. <u>Windshield Washers and Wipers, Fluid Container</u> : electrical intermittent wet arm 2-speed windshield wipers shall be standard. Wiper arms will be equipped with snow blades of adequate length to clear windshield glass in driver's direct view. Switch shall be located within easy reach from the driver's seat. Windshield washer fluid container is to be minimum 70 ounces and must meet State and Federal Standards.

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CHASSIS SPECIFICATIONS

Air Cleaner (Engine)	Heavy-duty dry type air filter w/air filter restriction indicated on air cleaner.	Same as Conventional	Same as Conventional	Same as Conventional	Manufacturer Standard
Air Compressor	13.2 CFM minimum output	Same as Conventional	Same as Conventional	Same as Conventional	None
Air Dryer	Bendix AD-9 or equivalent (AUTO DRAIN VALVES NOT ACCEPTABLE)	Same as Conventional	Same as Conventional	Same as Conventional	None
Air Tanks	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Alternator	Minimum high output 170-amp, Leece-Neville, with appropriate wiring harness with internal regulator. 100-amp minimum output at idle.	Same as Conventional	Same as Conventional	Same as Conventional	Minimum 120-amp w/appropriate wiring harness with internal regulator
Axle, Front: Minimum Load	By capacity. Axle ratings for 47, 53, 65, 71 & 77 passenger = 10,000 lbs	By capacity. Axle ratings: 78 & 84 passenger = 13,200 lbs;	By capacity. Axle ratings: 54, 66, 72, 78 & 84 passenger = 13,200 lbs; and 88/89 passenger = 14,600 lbs	Same as Conventional	By capacity. Minimum 4,300 lbs
Axle, Rear: Minimum Load	By capacity. Axle ratings: 47 & 53 passenger = 17,500 lbs.; 65 & 71 passenger = 19,000 lbs.; 77 passenger = 21,000 lbs	By capacity. Axle ratings: 78 & 84 passenger = 21,000 lbs	By capacity. Axle ratings: 54, 66 and 72 passenger = 19,000 lbs; and 78, 84 and	Axle to meet requirements and compatibility	By capacity. GVWR Total 12,000 lbs

PART NAME	CONVENTIONAL	TRANSIT REAR	TRANSIT FRONT	SPECIAL NEEDS	A-II
			88/89 passenger = 21,000 lbs		
Batteries	3 12-volt, 650-CCA each	Same as Conventional	Same as Conventional	Same as Conventional	2 12-volt, 660-CCA ea
Brake Dust Shield	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Brakes, ESC	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Brakes, ABS, Hydraulic	None	Same as Conventional	Same as Conventional	Same as Conventional	Must meet Section 257.1813 of Section 13 of PA187 of 1990. ABS to meet FMVSS #121. Hydraulic Disc ABS front and rear
Brakes, Air	Must meet Section 257.1813 of Section 13 of PA187 of 1990. ABS to meet FMVSS #121	Same as Conventional	Same as Conventional	Same as Conventional	None
Brakes, Air Disc	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Brakes, Parking	A dash mounted control valve to spring set parking brake on rear wheels	Same as Conventional	Same as Conventional	Same as Conventional	To meet State and Federal Standards
Brakes, Traction Control	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Bumper, Front	Must be painted black, full width, HD form steel type, minimum 8"	Same as Conventional	Same as Conventional	Same as Conventional	Must be painted black, full width, HD form steel type, manufacturer standard, of ³⁵ sufficient structural and mounting strength to ensure that the front of the vehicle may be lifted by means of an air bumper-type jack without permanent deformation of the bumper, bracketry, or chassis frame rail
Circuit Breakers	Required	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Coolant Recovery & Deaerations System (Engine)	Must include some means for visual or electronic checking of coolant level without removing tank cap or releasing pressure from cooling system	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Cruise Control	Required	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Differential Ratio	Shall be compatible with engine and provide for 60 mph in highest gear at maximum load. Specify rear axle ratio. Dealer to contact owner for road speed.	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Doghouse	See "Insulation" section. chassis shall include heat and noise insulation inside bus covering dash panel (firewall) area at least down to the point that body connects including engine cover (doghouse), which may be insulated on interior or exterior	N/A	Fiberglass, hinged cutaway with heat and sound insulation, engine noise not to exceed 82 decibels in driver's compartment.	Same as Conventional	Same as Conventional

PART NAME	CONVENTIONAL	TRANSIT REAR	TRANSIT FRONT	SPECIAL NEEDS	A-II
			See "Insulation Section."		
Driveshaft Guards & Shields	Required	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Engine	Diesel, 200hp minimum, provide power curve to include horsepower, RPMs, torque, and fuel economy. Complete engine specifications and warranty information required.	Diesel, minimum 200 hp - provide power curve to include horsepower, RPMs, torque, and fuel economy. Complete engine specifications and warranty information required.	Same as Transit Rear	Same as Conventional	General Motors Gas minimum 6.0 L; provide power curve to include horsepower, RPMs, torque, and fuel economy. Complete engine specifications and warranty information required.
Engine Sound Deadening Package	Required in engine compartment, hood and firewall	Same as Conventional	Same as Conventional	Same as Conventional	None
Exhaust System	Corrosion resistant muffler, exhaust pipe outlet must be flush with bumper	Same as Conventional	Same as Conventional	Same as Conventional	Corrosion resistant muffler, exhaust pipes (exhaust comes out side)
Fan Drive	Manufacturer standard	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Frame Side Members	1-piece construction	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional 36
Fuel Tank	Minimum 60-gallon capacity, spout located for ease in servicing. Must meet State and Federal Standards	Minimum 100-gallon capacity, to be mounted between frame rails and between the axles with access plate to sending unit in the floor. Right-handed fill. Must meet State and Federal Standards	By capacity. 54/66 passenger = 60 gallon; 72/78/88/89 passenger = 100 gallon. To be mounted between frame rails, rear of rear axle with access plate to sending unit in the floor. Right-handed fill. Must meet State and Federal Standards	Same as Conventional	Manufacturer Standard, spout located for ease in servicing. Must meet State and Federal Standards. 30-gallon minimum
Fuel Purification System	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Fuel/Water Separator (Engine)	Heated, must be compatible with chassis/engine application. Racor or Fleetguard. 1. Must be completely accessible for servicing. 2. Must have clear drain sight bowl with drain valve to allow detection and draining of water to be visually or electronically monitored. 3. Must contain a replaceable pleated paper element fuel filter of proper design to protect against premature fuel flow restriction or excessive passage of contaminates.	Same as Conventional	Same as Conventional	Same as Conventional	None

PART NAME	CONVENTIONAL	TRANSIT REAR	TRANSIT FRONT	SPECIAL NEEDS	A-II
Full Instrumentation Package (Engine)	To include speedometer, tachometer, odometer, hour meter, accrued mileage to 7 digits including tenths of miles; fuel gauge; dual air pressure gauges; oil pressure gauge with low pressure warning light and buzzer; water temperature gauge with high temperature warning light and buzzer; voltage and amp meters, transistorized solid state components readily accessible for service with graduated scales. All instrumentation to be directly visible to driver in normal seated position. All gauges to be English - no metric.	Same as Conventional	Same as Conventional	Same as Conventional	To include speedometer, tachometer, odometer, accrued mileage to 7 digits including tenths of miles; fuel gauge; oil pressure gauge with low pressure warning light and buzzer; water temperature gauge with high temperature warning light and buzzer; voltage meter, transistorized solid state components readily accessible for service with graduated scales. All instrumentation to be directly visible to driver in normal seated position. All gauges to be English - no metric
Headlights	Halogen daytime running lights. Must meet State and Federal Standards	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Heater Block, Internal (Engine)	Minimum 750-watt. Put receptacle in front	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Heater Block, Recptacle	Front block receptacle	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional ³⁷
Horns	Dual, 120-decibel electric	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Hoses (Engine)	Manufacturer Standard	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Hour Meter	Required as defined in "Full Instrumentation Package (Engine)" section.	Same as Conventional	Same as Conventional	Same as Conventional	None
Idle Management Control	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Ignition Switch (Engine)	Controlled running and shutdown shall require electrical current provided by the ignition switch in "ON," "RUN" and "ACCESSORY" positions	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Insulation	Chassis shall include heat and noise insulation inside bus covering dash panel (firewall) area at least down to the point that body connects including engine cover (doghouse), which may be insulated on interior or exterior	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Line-set Ticket	Manufacturer shall include with delivery of vehicle a line-set ticket that will reflect all chassis components, GAWR for both front and rear axles and GVWR	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Motor, Starting	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Paint & Finish, Exterior	Must be Polyurethane and a 5-year warranty and must meet State and Federal Standards. All body components shall be bonderized after fabrication and before assembly	Same as Conventional	Same as Conventional	Same as Conventional	Must be Polyurethane and a 5-year warranty and must meet State and Federal Standards

PART NAME	CONVENTIONAL	TRANSIT REAR	TRANSIT FRONT	SPECIAL NEEDS	A-II
	with zinc phosphate and primed with zinc chromate. All under body components and side skirts to be zinc galvanized				
Paint, Wheels	All wheels shall be finish painted neutral (gray or white) inside and out to comply with Michigan Motor Vehicle Code	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Parts Availability	Parts to be available for a minimum of 15 years.	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Pedals, Adjustable	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Rims	Disc wheels, 10 hole, hub piloted.	Same as Conventional	Same as Conventional	Same as Conventional	None
Rust Proofing	Underbody and firewall to be fully insulated and undercoated with rust proofing compound, including the battery compartment	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Shock Absorbers	Front and rear, heavy-duty double-acting, adequate size and axle load	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Steering	Factory installed heavy-duty power steering (Ross gear or equivalent - latest updated low steering effort model). Specify brand. Wheel to tilt.	Same as Conventional	Same as Conventional	Same as Conventional	None
Suspension	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Suspension, Axle Front	Front springs must be compatible with axle capacity and include oil type seals and caps	Same as Conventional	Same as Conventional	Same as Conventional	None 38
Suspension, Axle Rear	Air suspension required.	Same as Conventional	Same as Conventional	Same as Conventional	None
Suspension System	Manufacturer Standard	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Switches, Ignition	Manufacturer Standard	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Tilt Hood	Fiberglass; maximum 15-25 pound pull	None	None	Same as Conventional	None
Tires	Tubeless Michelin XZE radial tires mounted. 11R22.5 must conform to current Tire and Rim Association Standards. Steer-tread on front and rear.	Same as Conventional	Same as Conventional	Tubeless Michelin XZE radial tires mounted; 255/70R22.5, must conform to current Tire and Rim Association Standards. Steer-tread on front and rear.	LT225/75R16D All Season Radial
Tow Hooks	2 mounted to front frame and capable of lifting bus from either hook and 2 mounted to rear frame.	Same as Conventional	Same as Conventional	Same as Conventional	2 mounted to front frame member
Transmission Automatic	PTS2500. (state warranty).	Same as Conventional	Same as Conventional	Same as Conventional	4-speed with overdrive, heavy duty cooling.
Transmission Oil	Manufacturer Standard	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Transmission, Warranty	State warranty	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Turn Signals	Must meet State and Federal Standards.	Same as Conventional	Same as Conventional	Same as Conventional	Manufacturer Standard

PART NAME	CONVENTIONAL	TRANSIT REAR	TRANSIT FRONT	SPECIAL NEEDS	A-II
Warranty	State Manufacturer Standard	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Warranty, Brakes, ABS, Hydraulic	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Warranty, Brakes, ABS, Air	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Warranty, Extended	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Warranty, Corrosion & Structural	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Warranty, Engine	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Warranty, Towing	None	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional
Wheelbase, GVWR	To be compatible with size of bus	Same as Conventional	Same as Conventional	Same as Conventional	to be compatible with size of bus: 19-20 passenger = 138" min; 23-24 passenger = 138" min; 23-24 passenger = 158" min; 29-30 passenger = 158" min.
Wheels	Manufacturer Standard. All wheels, both inside and out shall be finish painted neutral (gray or white) in color to comply with Michigan Motor Vehicle Code	Same as Conventional	Same as Conventional	Same as Conventional	Manufacturer Standard Dual Rear Wheels Only. All wheels, both inside and out shall be finish painted neutral (gray or white) in color to comply with Michigan Motor Vehicle Code.
Winter Warmup Equipment	Manufacturer Standard	Same as Conventional	Same as Conventional	Same as Conventional	None
Wiring	Complete wiring for tail lights and stoplights; color- and/or number-coded circuits: no scotch-lock connectors	Same as Conventional	Same as Conventional	Same as Conventional	Same as Conventional

PAINT AND FINISH

The exterior surfaces shall be properly cleaned and prepared for the finish coat. All spot primers, finish primers, reducers, sealers, catalysts, and other preparation products used shall be both recommended and approved by the manufacturer of the finish coat of paint. The primer shall be an epoxy type primer that provides maximum protection from rust and corrosion. All metal utilized in the construction of the body shall be fully primed on both sides after the fabrication process is completed, but before the assembly process begins to assure full protection value and complete primer coverage.

The exterior body finish coat shall be applied with an emphasis on strong bonding and adhesion to all surface areas. For maximum protection value, the finish coat shall be smoothly and evenly applied 2.5 mils average thickness, minimum 2.0 mils absolute thickness. The finish coat shall be of only the highest professional quality, free of dirt, runs, orange peel, over spray, or other types of blemishes or imperfections.

The exterior finish coat shall be a durable, extra long-life type paint, with improved protection and increased resistance to atmospheric pollutants, harmful chemicals, road salt and salt spray, rust, corrosion, chipping, abrasion, high humidity, color fading from Ultra Violet (UV) sun rays and damage from adverse weather in general.

Exterior enamel shall be a highly durable advanced grade heat-cured Polyurethane Enamel type paint that has a Super High Gloss protective finish, with a minimum rated gloss retention rate from the paint manufacturer of 75% after 5 years, preferably an Acrylic based type Polyurethane Enamel such as BASF paint that is finish baked at a minimum temperature of 250 degrees F (120 degrees C), or approved equal.

The bus shall be painted National School Bus Yellow color and trimmed in black. All wheels, both inside and out shall also be finish painted neutral (gray or white) in color to comply with Michigan Motor Vehicle Code. The Body Guard Rails, front and rear Bumpers, and front and rear axle Wheel Hubs shall be finish painted black.

A vehicle presented to the purchaser for inspection and acceptance found not to have advanced grade Polyurethane Enamel type paint, but a lesser grade⁴⁰ and type of paint such as, but not limited to, Alkyd Enamel or Acrylic Enamel, that will not provide either the protection value or long-term durability type paint specified, will be refused and rejected outright. Repainting of the vehicle is not an acceptable alternative or remedy.

Specifications for white roof paint option shall be: Optionally the roof of the bus may be painted white extending down to within 6" above the drip rails on the sides of the body, except that front and rear roof caps shall remain black and yellow. To be same paint as rest of bus body.

BOARD OF EDUCATION RESOLUTION

2024-25 MSBO Bus Purchase Program

Waverly Community Schools (“School District”), Ingham, Eaton and Clinton counties, Michigan,

At a regular meeting of the Board of Education of the “School District”, held at the Board of Education Offices at 515 Snow Road, Lansing, Michigan 48917, on the 18th day of August, 2025, at 6:00 p.m., Local Time.

PRESENT: MEMBERS: _____

ABSENT: MEMBERS: _____

The following preamble and resolution were offered by Member _____ and supported by Member _____.

WHEREAS, the School District desires to participate in the 2024-2025 Michigan School Business Officials (MSBO) Bus Purchase Program, and

WHEREAS, the Board of Education has reviewed the Bus Purchase Program Vendor Invitation To Bid, the Vendors’ Responses to the Invitation To Bid, the Base Bus Specifications, the Bus Specification Options, the School District’s Purchase Order and the School District’s Bid Comparison Spreadsheet (collectively “Bid Documents”); and

WHEREAS, the School District understands that it is subject to all of the terms and conditions contained in the Bid Documents and any Bus Purchase Program procedures currently in place, or as may be implemented in the future by the MSBO; and

WHEREAS, the Board of Education understands that the sole responsibility of MSBO in the Bus Purchase Program is to solicit bids from Vendors, inform the Districts of the bid results and coordinate the aggregate purchase of buses; and

WHEREAS, the Board of Education understands that the School District must have at least one (1) fully paid membership in MSBO in order to participate in the Bus Purchase Program; and

WHEREAS, the Board of Education understands that any contracts for the purchase of school buses under the Bus Purchase Program will be between the School District and the Bus Vendor directly; and

WHEREAS, the Board of Education has determined that it is in the best interest of the School District to participate in the Bus Purchase Program.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The School District is hereby authorized to participate in the 2024-2025 MSBO Bus Purchase Program and agrees to be bound by all of the terms and conditions contained in the Bid Documents, which Bid Documents are incorporated herein by reference.
2. The President and Secretary of the Board are hereby authorized and directed to execute any and all documents which are necessary for the School District to participate in the Bus Purchase Program upon the terms and conditions contained in the Bid Documents and any of the Bus Purchase Program procedures.

YEAS: MEMBERS: _____

NAYS: MEMBERS: _____

ABSTAIN: MEMBERS: _____

RESOLUTION DECLARED ADOPTED

I hereby certify that the foregoing constitutes a true and complete copy of a resolution duly adopted by the Board of Education of Waverly Community Schools, Ingham, Eaton and Clinton Counties, Michigan, at a regular meeting held on the 18th day of August, 2025, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meeting Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

President, Board of Education

Secretary, Board of Education

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL BOARD MEETING
August 18, 2025**

Report #25-13

FOR ACTION

Subject:

Cross Country Annual Trip to Cadillac Area & Marion Invitational

Recommendation:

Superintendent recommends approval of the Cross Country Team Overnight trip to the Cadillac Area & Marion Invitational – September 6, 2025 – September 7, 2025

Background Information:

Team building and to participate in the Marion High School Cross Country Invitational.

Waverly Community Schools

Proposal for Overnight/Extended Student Trip

Itinerary for Trip

■ Marion Weekend -- 2025

Trip Details

Type of Trip:

Cross Country Annual Trip to Cadillac Area & Marion Invitational (since 2001)

Proposed Departure Date: September 6, 2025

Return Date: September 7, 2025

Proposers: Robert Lurie, Emily Fonzi – Cross Country Coaches

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Date Proposal Submitted: 7/21/2025

Response Needed By: _____

A. Purpose

1. Major destination/event:

Overnight trip to Cadillac, MI, including participation in the Marion High School Cross Country Invitational. Students will also take part in team-building activities.

2. Connection to Waverly's educational program:

This trip reflects the values of educational athletics—personal development, teamwork, and perseverance. It also provides cultural exchange as Waverly students work with Marion High School students to set up the course, tour their school, and learn about similarities and differences between urban and rural student life.

3. Student benefits:

Athletes gain competitive experience, cultural exposure, and the chance to build friendships with peers from a different community.

4. District benefits:

Students develop collaboration, adaptability, and leadership skills. They also serve as ambassadors for Waverly, strengthening relationships with other communities. This year, Marion's team will visit Lansing for a meet, allowing our students to reciprocate the hospitality.

5. Evaluation of benefits:

Students will reflect and evaluate their experience at the end of the season.

B. Students and Staff

1. **Participants:** High school cross country runners.
2. **Estimated number of students:** Approximately 25 (final number TBD after season begins).
3. **Students with academic concerns:** Coaches will provide support as needed during this early part of the school year.
4. **Staff in charge:** Robert Lurie, Emily Fonzi.
5. **Staff experience:** I have led this trip nearly every year since 2001.
6. **Additional staff/chaperones:**
 - Megan Sanchez (Volunteer, M.D.)
 - Caleb Allen (Volunteer)
 - Mile Deyo, Heather Dodd (Parents)
7. **Total chaperones:** 5 (in addition to coaches).
8. **School days missed:** 1 day.
9. **Teacher notification:** Teachers will be informed in advance of participating students.

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C. Academic Support

1. **Making up missed work:** Students will obtain assignments beforehand as with other athletic absences.
2. **Support for students with academic needs:** Coaches will monitor and assist as needed.

D. Itinerary

1. **Destination:** Cadillac, Michigan
2. **Transportation & insurance:**
School vans and private vehicles. Drivers complete district paperwork that ensures liability coverage.
3. **Lodging & meals:**
Days Inn of Cadillac
6001 E. M-115, Cadillac, MI 49601
(231) 775-4414

Meals include a pizza dinner and personal spending for additional food.

4. **Activities:**
 - Beach visit
 - Dairy Queen stop
 - Pizza team dinner

- Course set-up with Marion students
- Marion High School tour

5. Emergency arrangements:

- Coaches CPR certified
- Athletic trainer on site at Marion High School
- Dr. Megan Sanchez (team chaperone, M.D.) accompanying team

6. Tour guide liability insurance: Not applicable.

E. Finances

- 1. Estimated cost per student:** \$70–\$85 (includes hotel, meals, and spending money). 46
 - 2. Funding source:** Paid directly by students and families.
 - 3. Collection & safeguarding of funds:** Students pay as they go; no funds collected by coaches.
 - 4. Shortfall/excess funds:** Not applicable.
 - 5. Support for students unable to pay:** Financial assistance is available if needed and has been successfully provided in prior years.
-

F. Communications

1. Parent communication:

- Parent meeting on August 22, 2025
- Updates via REMIND and phone calls as needed

2. Destination contact information:

Days Inn of Cadillac
6001 E. M-115, Cadillac, MI 49601
(231) 775-4414

3. Media/community information:

Team itinerary will be shared: *Marion Weekend 2025*

F. Communications

1. How will you communicate to parents prior to, during, and after the trip?

2. List telephone numbers at destination and where group will be housed.

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3. What information will be provided to the media and the community?

Signature of the Requestor Date

Approved:



Principal Date 7-22-25

Date

Board of Education Date

9/26/11

2025 Waverly Cross Country

Marion Trip Information Friday/Saturday, September 5-6

Since 2001, Waverly has attended a meet "up north," serving as both a race opportunity and an important team bonding event. It's a special event on our calendar! In 2022, we switched to the Marion Steeplechase Meet. Coach Chris Mayer at Marion High School has made us feel very welcome each year.

This meet is essential for us, not only for competition but also for team bonding. Building trust and camaraderie helps us perform our best. **You will be excused from class from 2nd to 6th hour. This is an athletic absence.**

Expenses & Transportation

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Expenses for the trip are the responsibility of each runner.

Transportation will be provided by coaches and the school van,

Schedule

Friday, September 5th

- **9:15 AM:** Depart from Waverly High School
- **10:45 AM:** Stop at Clare rest stop for snacks and stretching
- **12:00 PM:** Stop at Cadillac, swim, and eat lunch at Lake Mitchell (bring a bag lunch)
- **2:00 PM:** Check into the hotel (Days Inn, Cadillac)
- **2:30 PM:** Depart for Marion High School
- **3:00 PM:** Arrive at Marion High School, tour the course with the Marion team, assist with course setup
- **6:30 PM:** Dinner, Pizza in Cadillac
- **8:30 PM:** Ice cream in Cadillac
- **9:00 PM:** Return to the hotel, swimming, and team meetings
- **11:15 PM:** All runners in their rooms, lights out

Saturday, September 6th

- **7:45 AM:** Continental breakfast at the hotel
- **8:15 AM:** Check out of the hotel
- **8:30 AM:** Depart for Marion
- **10:00 AM:** Boys 5k and 2-mile races
- **10:30 AM:** Girls 5k and 2-mile races
- **11:40 AM:** Open 1-mile run
- **12:30 PM:** Depart for Lansing (lunch on your own)
- **3:30 PM:** Arrive back in Lansing

Host Hotel

Days Inn of Cadillac
6001 E. M 115
Cadillac, Michigan 49601
(231) 775-4414

Expense Estimates

- **Meals**
 - **Friday:**
 - Breakfast: At home
 - **Lunch: Bag lunch**
 - Dinner: Pizza Dinner and ice cream (\$10-\$15)
 - **Saturday:**
 - Breakfast: Provided at the hotel
 - Lunch: On your own
 - Dinner: At home

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Total meal expenses: \$15-\$25 (bring your own snacks!)

- **Hotel**
 - Total: \$150.00 including tax
 - 4 to a room: Roughly \$37 each
 - 3 to a room: Roughly \$50 each
 - \$10-\$15 for pizza Friday night
 - \$10-\$20 spending money

Total estimated expenses: \$70-\$85

Rooming

Athletes should give cash to the room captain, who will handle the payment.

Packing List

- Running Gear
- Waverly T-shirt/Jacket/Sweater
- 2 pairs of running shoes
- Spikes (optional)
- 4 pairs of socks (or more)
- Waverly T-shirts
- Rain jacket, sweatpants
- Uniform
- Several pairs of shorts

Proposal: Apprenticeship Program Wall at Waverly High School

1. Purpose

Create a high-visibility display that exposes every Waverly student to well-paid, debt-free career pathways in Michigan's skilled-trades apprenticeship system. The wall will:

- Highlight 16+ union apprenticeship programs (e.g., electricians, carpenters, operating engineers).
- Feature the 'Earn While You Learn, Without the Debt' message adopted by apprenticeship partners statewide.
- Reinforce Waverly's Portrait of a Graduate goals and Michigan's Sixty-by-30 credential initiative.

2. Location

Site: Block wall directly across from the main restroom, between the two academic wings.

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Visibility: All students pass this corridor multiple times each day, maximizing reach without disrupting instructional space.

3. Scope & Specifications

Wall size: Approx. 12 ft x 6 ft (Package B) or 8 ft x 4 ft (Package C) - final size to match available space.

Panels: Aluminum-composite signage framed in school colors; removable for future updates.

Content: Trade logos, length of apprenticeship, 'It's a Living Wage' poster with starting/journey wage data.

Installation: One-day install after school hours; no electrical or structural changes required.

4. Partnership & Cost

Conduit to the Trades, LLC will design, supply, and install the entire wall at no cost to Waverly. The company secures Workforce Development Institute funding and private-sector sponsorship so schools incur zero expense.

Contact:

Conduit to the Trades, LLC

Phone: 517-945-2451

5. Benefits to Waverly Students

1. Career Awareness & Equity - Showcases pathways that pay students from day one, an important option for families

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who may not pursue traditional four-year college.

2. Community & Industry Connections - Demonstrates Waverly's collaboration with regional employers and unions, enhancing work-based learning relationships.

3. Curricular Integration - Counselors and CTE teachers can reference the wall during Xello lessons, EDP meetings, and MiCareerQuest prep.

6. Requested Board Action

Approve the installation of an Apprenticeship Program Wall, provided free of charge by Conduit to the Trades, on the designated corridor wall. No district funds are required; facilities impact is limited to wall fasteners.

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