

**CHARLES COUNTY PUBLIC SCHOOLS (CCPS)**  
**PUPIL TRANSPORTATION REIMBURSEMENT FORMULA**  
**SCHEDULE C**  
**TABLE OF RATES FOR SCHOOL YEAR 2021/2022**

**BASIC ANNUAL PER VEHICLE ALLOTMENT FOR APPROVED ROUTE VEHICLES:**

Fiscal Year Placed In Service	Capacity						
	72	69	64	60	54	48	36
<b>2017</b>	\$19,531		\$18,986		\$21,718	\$22,072	
<b>2016</b>	\$19,579		\$18,513		\$22,330	\$21,317	
<b>2015</b>			\$18,331			\$21,105	
<b>2014</b>						\$17,810	
<b>2013</b>						\$17,405	
<b>*2012</b> 11 Year old	14,118		\$14,010			\$13,786	
<b>*2011</b> 12 Year old	\$14,807	\$14,807	\$14,060			\$13,477	\$13,365
<b>**2010</b> 13 Year old			\$14,099			\$13,500	
<b>**2009</b> 14 Year old	\$13,122	\$13,122	\$13,122	\$12,664	\$12,664	\$12,664	\$12,266
<b>**2008</b> 15 Year old	\$12,426	\$12,426	\$12,426	\$12,064	\$12,064	\$12,064	\$11,578

\*Eleven (11) and twelve (12) year old route buses and paid spares buses will receive eighty per cent (80%) of their ten (10) year old PVA payment.

\*\* Thirteen (13), Fourteen (14), and Fifteen (15) year old route buses will be paid a fixed management fee equivalent to eighty percent (80%) of their ten (10) year old PVA payment.

Thirteen (13), Fourteen (14) and Fifteen (15) year old paid-spares buses will be paid a fixed management fee of \$11,545.20 based on 12,000 miles at .9621 per mile, which shall be adjusted based on any increase in the maintenance factor.

Buses placed in service beginning in FY 2018 and FY 2019 will receive a PVA and operational fee years 1-6 and only an operational fee years 7-15. Below are the reimbursement calculations for FY 2021 and FY 2020 and FY 2019 and FY 2018. The lowest quoted price for FY 2022 for each size bus shall be determined by a survey of three school bus vendors selected by CCPS. The survey shall be conducted on or before April 30<sup>th</sup> of the previous school year. The purchased bus shall meet all applicable standards as determined by CCPS. The PVA and operational fees listed in this Schedule C are paid only for years in which a school bus contract is in place for a route using that bus.

## Annual Allotment for Approved Route Vehicles Purchased for FY 2022

Pupil Transportation Reimbursement Formula - SCHEDULE C

Annual Per Vehicle Allotment for Approved Route Vehicle Purchased for SY 2021-2022

*APR	5.25%	5.25%	5.25%	5.25%
Bus Cost	\$114,089	\$115,758	\$ 100,105	\$ 101,067
Term	6	6	6	6
Payment \$	\$ 22,658	\$ 22,989	\$ 19,880	\$ 20,071
Operational Fee	\$ 174,000	\$ 174,000	\$ 174,000	\$ 174,000
Bus Type	<b>48 Passenger w/lift &amp; AC</b>	<b>54 Passenger w/lift &amp; AC</b>	<b>64 Passenger</b>	<b>72 Passenger</b>
	<b>PVA</b>	<b>PVA</b>	<b>PVA</b>	<b>PVA</b>
Year 1	\$ 22,658	\$ 22,989	\$ 19,880	\$ 20,071
Year 2	\$ 22,658	\$ 22,989	\$ 19,880	\$ 20,071
Year 3	\$ 22,658	\$ 22,989	\$ 19,880	\$ 20,071
Year 4	\$ 22,658	\$ 22,989	\$ 19,880	\$ 20,071
Year 5	\$ 22,658	\$ 22,989	\$ 19,880	\$ 20,071
Year 6	\$ 22,658	\$ 22,989	\$ 19,880	\$ 20,071
Total	<b>\$135,948</b>	<b>\$137,934</b>	<b>\$119,280</b>	<b>\$120,426</b>
Operational Fee	\$ 174,000	\$ 174,000	\$ 174,000	\$ 174,000
Bus Type	<b>48 Passenger w/lift &amp; AC</b>	<b>54 Passenger w/lift &amp; AC</b>	<b>64 Passenger</b>	<b>72 Passenger</b>
	<b>**Operational Fee</b>	<b>**Operational Fee</b>	<b>**Operational Fee</b>	<b>**Operational Fee</b>
Year 1	\$11,600	\$11,600	\$11,600	\$11,600
Year 2	\$11,600	\$11,600	\$11,600	\$11,600
Year 3	\$11,600	\$11,600	\$11,600	\$11,600
Year 4	\$11,600	\$11,600	\$11,600	\$11,600
Year 5	\$11,600	\$11,600	\$11,600	\$11,600
Year 6	\$11,600	\$11,600	\$11,600	\$11,600
Year 7	\$11,600	\$11,600	\$11,600	\$11,600
Year 8	\$11,600	\$11,600	\$11,600	\$11,600
Year 9	\$11,600	\$11,600	\$11,600	\$11,600
Year 10	\$11,600	\$11,600	\$11,600	\$11,600
Year 11	\$11,600	\$11,600	\$11,600	\$11,600
Year 12	\$11,600	\$11,600	\$11,600	\$11,600
Year 13	\$11,600	\$11,600	\$11,600	\$11,600
Year 14	\$11,600	\$11,600	\$11,600	\$11,600
Year 15	\$11,600	\$11,600	\$11,600	\$11,600
Total	<b>\$ 174,000</b>	<b>\$ 174,000</b>	<b>\$ 174,000</b>	<b>\$ 174,000</b>

\*Note: United States Prime Rate - Federal Open Market Committee (FOMC) of the Federal Reserve as of January 2021 plus two percent. Not to exceed seven percent.

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\*\*Operational Fee remains fixed through the life of the bus. Funds to be used to operate the contractor's business. i.e.: facility rent, utilities, etc.  
PVA: Per Vehicle Allotment calculates the payment for a six year loan at the end of the period based on constant payments and a constant interest rate.

## Annual Allotment for Approved Route Vehicles Purchased for FY 2021

Pupil Transportation Reimbursement Formula - SCHEDULE C  
Annual Per Vehicle Allotment for Approved Route Vehicle Purchased for SY 2020-2021

*APR	5.25%	5.25%	5.25%	5.25%
Bus Cost	\$ 113,555	\$ 115,285	\$ 99,622	\$ 100,580
Term	6	6	6	6
Payment \$	\$ 22,552	\$ 22,895	\$ 19,784	\$ 19,975
Operational Fee	\$ 174,000	\$ 174,000	\$ 174,000	\$ 174,000
Bus Type	<b>48 Passenger w/lift &amp; AC</b>	<b>54 Passenger w/lift &amp; AC</b>	<b>64 Passenger</b>	<b>72 Passenger</b>
	<b>PVA</b>	<b>PVA</b>	<b>PVA</b>	<b>PVA</b>
Year 1	\$ 22,552	\$ 22,895	\$ 19,784	\$ 19,975
Year 2	\$ 22,552	\$ 22,895	\$ 19,784	\$ 19,975
Year 3	\$ 22,552	\$ 22,895	\$ 19,784	\$ 19,975
Year 4	\$ 22,552	\$ 22,895	\$ 19,784	\$ 19,975
Year 5	\$ 22,552	\$ 22,895	\$ 19,784	\$ 19,975
Year 6	\$ 22,552	\$ 22,895	\$ 19,784	\$ 19,975
Total	<b>\$ 135,312</b>	<b>\$ 137,370</b>	<b>\$ 118,704</b>	<b>\$ 119,850</b>
Operational Fee	\$ 174,000	\$ 174,000	\$ 174,000	\$ 174,000
Bus Type	<b>48 Passenger w/lift &amp; AC</b>	<b>54 Passenger w/lift &amp; AC</b>	<b>64 Passenger</b>	<b>72 Passenger</b>
	<b>**Operational Fee</b>	<b>**Operational Fee</b>	<b>**Operational Fee</b>	<b>**Operational Fee</b>
Year 1	\$11,600	\$11,600	\$11,600	\$11,600
Year 2	\$11,600	\$11,600	\$11,600	\$11,600
Year 3	\$11,600	\$11,600	\$11,600	\$11,600
Year 4	\$11,600	\$11,600	\$11,600	\$11,600
Year 5	\$11,600	\$11,600	\$11,600	\$11,600
Year 6	\$11,600	\$11,600	\$11,600	\$11,600
Year 7	\$11,600	\$11,600	\$11,600	\$11,600
Year 8	\$11,600	\$11,600	\$11,600	\$11,600
Year 9	\$11,600	\$11,600	\$11,600	\$11,600
Year 10	\$11,600	\$11,600	\$11,600	\$11,600
Year 11	\$11,600	\$11,600	\$11,600	\$11,600
Year 12	\$11,600	\$11,600	\$11,600	\$11,600
Year 13	\$11,600	\$11,600	\$11,600	\$11,600
Year 14	\$11,600	\$11,600	\$11,600	\$11,600
Year 15	\$11,600	\$11,600	\$11,600	\$11,600
Total	<b>\$ 174,000</b>	<b>\$ 174,000</b>	<b>\$ 174,000</b>	<b>\$ 174,000</b>

\*Note: United States Prime Rate - Federal Open Market Committee (FOMC) of the Federal Reserve as of March 2020 plus two percent. Not to exceed seven percent.

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\*\*Operational Fee remains fixed through the life of the bus. Funds to be used to operate the contractor's business. i.e.: facility rent, utilities, etc.  
PVA: Per Vehicle Allotment calculates the payment for a six-year loan at the end of the period based on constant payments and a constant interest rate.

**Annual Allotment for Approved Route Vehicles Purchased for FY 2020**

Pupil Transportation Reimbursement Formula - SCHEDULE C  
Annual Per Vehicle Allotment for Approved Route Vehicle Purchased for SY 2019 - 2020

*APR	7.00%	7.00%	7.00%	7.00%
Bus Cost	\$ 113,000	\$ 114,900	\$ 99,622	\$ 100,580
Term	6	6	6	6
Payment \$	\$ 23,707	\$ 24,106	\$ 20,900	\$ 21,101
Operational Fee	\$ 174,000	\$ 174,000	\$ 174,000	\$ 174,000
Bus Type	<b>48 Passenger w/lift &amp; AC</b>	<b>54 Passenger w/lift &amp; AC</b>	<b>64 Passenger</b>	<b>72 Passenger</b>
	<b>PVA</b>	<b>PVA</b>	<b>PVA</b>	<b>PVA</b>
Year 1	\$ 23,707	\$ 24,106	\$ 20,900	\$ 21,101
Year 2	\$ 23,707	\$ 24,106	\$ 20,900	\$ 21,101
Year 3	\$ 23,707	\$ 24,106	\$ 20,900	\$ 21,101
Year 4	\$ 23,707	\$ 24,106	\$ 20,900	\$ 21,101
Year 5	\$ 23,707	\$ 24,106	\$ 20,900	\$ 21,101
Year 6	\$ 23,707	\$ 24,106	\$ 20,900	\$ 21,101
Total	<b>\$ 142,242</b>	<b>\$ 144,636</b>	<b>\$ 125,400</b>	<b>\$ 126,606</b>

Operational Fee	\$ 174,000	\$ 174,000	\$ 174,000	\$ 174,000
Bus Type	<b>48 Passenger w/lift &amp; AC</b>	<b>54 Passenger w/lift &amp; AC</b>	<b>64 Passenger</b>	<b>72 Passenger</b>
	<b>**Operational Fee</b>	<b>**Operational Fee</b>	<b>**Operational Fee</b>	<b>**Operational Fee</b>
Year 1	\$11,600	\$11,600	\$11,600	\$11,600
Year 2	\$11,600	\$11,600	\$11,600	\$11,600
Year 3	\$11,600	\$11,600	\$11,600	\$11,600
Year 4	\$11,600	\$11,600	\$11,600	\$11,600
Year 5	\$11,600	\$11,600	\$11,600	\$11,600
Year 6	\$11,600	\$11,600	\$11,600	\$11,600
Year 7	\$11,600	\$11,600	\$11,600	\$11,600
Year 8	\$11,600	\$11,600	\$11,600	\$11,600
Year 9	\$11,600	\$11,600	\$11,600	\$11,600
Year 10	\$11,600	\$11,600	\$11,600	\$11,600
Year 11	\$11,600	\$11,600	\$11,600	\$11,600
Year 12	\$11,600	\$11,600	\$11,600	\$11,600
Year 13	\$11,600	\$11,600	\$11,600	\$11,600
Year 14	\$11,600	\$11,600	\$11,600	\$11,600
Year 15	\$11,600	\$11,600	\$11,600	\$11,600
Total	<b>\$ 174,000</b>	<b>\$ 174,000</b>	<b>\$ 174,000</b>	<b>\$ 174,000</b>

\*Note: United States Prime Rate - Federal Open Market Committee (FOMC) of the Federal Reserve as of July 2019 plus two percent. Not to exceed seven percent.

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\*\*Operational Fee remains fixed through the life of the bus. Funds to be used to operate the contractor's business. i.e.: facility rent, utilities, etc.  
PVA: Per Vehicle Allotment calculates the payment for a six-year loan at the end of the period based on constant payments and a constant interest rate.

**Annual Allotment for Approved Route Vehicles Purchased for FY 2019**

Pupil Transportation Reimbursement Formula - SCHEDULE C

**Annual Per Vehicle Allotment for Approved Route Vehicle Purchased for SY 2018-2019**

*APR	6.75%	6.75%	6.75%	6.75%
Bus Cost	\$ 109,100	\$ 111,300	\$ 96,720	\$ 97,650
Term	6	6	6	6
Payment \$	\$ 22,712	\$ 23,170	\$ 20,135	\$ 20,329
Operational Fee	\$ 174,000	\$ 174,000	\$ 174,000	\$ 174,000
Bus Type	<b>48 Passenger with Lift and AC</b>	<b>54 Passenger with Lift and AC</b>	<b>64 Passenger</b>	<b>72 Passenger</b>
	<b>PVA</b>	<b>PVA</b>	<b>PVA</b>	<b>PVA</b>
Year 1	\$ 22,712	\$ 23,170	\$ 20,135	\$ 20,329
Year 2	\$ 22,712	\$ 23,170	\$ 20,135	\$ 20,329
Year 3	\$ 22,712	\$ 23,170	\$ 20,135	\$ 20,329
Year 4	\$ 22,712	\$ 23,170	\$ 20,135	\$ 20,329
Year 5	\$ 22,712	\$ 23,170	\$ 20,135	\$ 20,329
Year 6	\$ 22,712	\$ 23,170	\$ 20,135	\$ 20,329
Total	<b>\$ 136,272</b>	<b>\$ 139,020</b>	<b>\$ 120,810</b>	<b>\$ 121,974</b>

**Annual Per Vehicle Operational Fee for Approved Route Vehicle Purchased for SY 2018-2019**

Operational Fee	\$ 174,000	\$ 174,000	\$ 174,000	\$ 174,000
Bus Type	<b>48 Passenger with Lift and AC</b>	<b>54 Passenger with Lift and AC</b>	<b>64 Passenger</b>	<b>72 Passenger</b>
	<b>**Operational Fee</b>	<b>**Operational Fee</b>	<b>**Operational Fee</b>	<b>**Operational Fee</b>
Year 1	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Year 2	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Year 3	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Year 4	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Year 5	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Year 6	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Year 7	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000
Year 8	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000
Year 9	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000
Year 10	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000
Year 11	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000
Year 12	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000
Year 13	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000
Year 14	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000
Year 15	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000
Total	<b>\$ 174,000</b>	<b>\$ 174,000</b>	<b>\$ 174,000</b>	<b>\$ 174,000</b>

\*Note: United States Prime Rate - Federal Open Market Committee (FOMC) of the Federal Reserve as of March 2018 plus two percent. Not to exceed seven percent. [http://www.fedprimerate.com/wall\\_street\\_journal\\_prime\\_rate\\_history.htm#current](http://www.fedprimerate.com/wall_street_journal_prime_rate_history.htm#current)

\*\*Operational Fee remains fixed through the life of the bus amortize over fifteen years. Funds to be used to operate the contractor's business. i.e.: facility rent, utilities, etc. The PVA and operational fees listed in this Schedule C are paid only for years in which a school bus contract is in place for a route using that bus.

PVA: Per Vehicle Allotment calculates the payment for a six year loan at the end of the period based on constant payments and a constant interest rate.

**Annual Allotment for Approved Route Vehicles Purchased for FY 2018**

Pupil Transportation Reimbursement Formula - SCHEDULE C

Annual Per Vehicle Allotment for Approved Route Vehicle Purchased for SY 2017-2018

*APR	5.75%	5.75%	5.75%	5.75%
Bus Cost	\$ 106,750	\$ 108,300	\$ 94,975	\$ 97,163
Term	6	6	6	6
Payment \$	\$ 21,539	\$ 21,851	\$ 19,163	\$ 19,604
Operational Fee	\$ 173,400	\$ 175,923	\$ 154,278	\$ 157,836
Bus Type	<b>48 Passenger with Lift and AC</b>	<b>54 Passenger with Lift and AC</b>	<b>64 Passenger</b>	<b>72 Passenger</b>
	<b>PVA</b>	<b>PVA</b>	<b>PVA</b>	<b>PVA</b>
Year 1	\$ 21,539	\$ 21,851	\$ 19,163	\$ 19,604
Year 2	\$ 21,539	\$ 21,851	\$ 19,163	\$ 19,604
Year 3	\$ 21,539	\$ 21,851	\$ 19,163	\$ 19,604
Year 4	\$ 21,539	\$ 21,851	\$ 19,163	\$ 19,604
Year 5	\$ 21,539	\$ 21,851	\$ 19,163	\$ 19,604
Year 6	\$ 21,539	\$ 21,851	\$ 19,163	\$ 19,604
Total	<b>\$ 129,234</b>	<b>\$ 131,106</b>	<b>\$ 114,978</b>	<b>\$ 117,624</b>

**Annual Per Vehicle Operational Fee for Approved Route Vehicle Purchased for SY 2017-2018**

Operational Fee	\$ 173,400	\$ 175,923	\$ 154,278	\$ 157,836
Bus Type	<b>48 Passenger with Lift and AC</b>	<b>54 Passenger with Lift and AC</b>	<b>64 Passenger</b>	<b>72 Passenger</b>
	<b>**Operational Fee</b>	<b>**Operational Fee</b>	<b>**Operational Fee</b>	<b>**Operational Fee</b>
Year 1	\$ 1,156	\$ 1,173	\$ 1,029	\$ 1,052
Year 2	\$ 1,156	\$ 1,173	\$ 1,029	\$ 1,052
Year 3	\$ 1,156	\$ 1,173	\$ 1,029	\$ 1,052
Year 4	\$ 1,156	\$ 1,173	\$ 1,029	\$ 1,052
Year 5	\$ 1,156	\$ 1,173	\$ 1,029	\$ 1,052
Year 6	\$ 1,156	\$ 1,173	\$ 1,029	\$ 1,052
Year 7	\$ 18,496	\$ 18,765	\$ 16,456	\$ 16,836
Year 8	\$ 18,496	\$ 18,765	\$ 16,456	\$ 16,836
Year 9	\$ 18,496	\$ 18,765	\$ 16,456	\$ 16,836
Year 10	\$ 18,496	\$ 18,765	\$ 16,456	\$ 16,836
Year 11	\$ 18,496	\$ 18,765	\$ 16,456	\$ 16,836
Year 12	\$ 18,496	\$ 18,765	\$ 16,456	\$ 16,836
Year 13	\$ 18,496	\$ 18,765	\$ 16,456	\$ 16,836
Year 14	\$ 18,496	\$ 18,765	\$ 16,456	\$ 16,836
Year 15	\$ 18,496	\$ 18,765	\$ 16,456	\$ 16,836
Total	<b>\$ 173,400</b>	<b>\$ 175,923</b>	<b>\$ 154,278</b>	<b>\$ 157,836</b>

\*Note: United States Prime Rate - Federal Open Market Committee (FOMC) of the Federal Reserve as of December 2016 plus two percent. Not to exceed seven percent. [http://www.fedprimerate.com/wall\\_street\\_journal\\_prime\\_rate\\_history.htm#current](http://www.fedprimerate.com/wall_street_journal_prime_rate_history.htm#current)

\*\*Operational Fee remains fixed through the life of the bus amortize over fifteen years. Funds to be used to operate the contractor's business. i.e.: facility rent, utilities, etc. The PVA and operational fees listed in this Schedule C are paid only for years in which a school bus contract is in place for a route using that bus.

PVA: Per Vehicle Allotment calculates the payment for a six year loan at the end of the period based on constant payments and a constant interest rate.

**MARYLAND NEW VEHICLE EXCISE TITLE TAX:**

A 6% excise tax will be reimbursed up to a maximum of the lowest quoted price for each size bus as explained above. The lowest quoted prices for the 2021-2022 are as follows:

\$101,067	72 passenger -	\$6,064 maximum excise tax reimbursement.
\$100,105	64 passenger -	\$6,006 maximum excise tax reimbursement.
\$115,758	54 passenger with lift/air -	\$6,945 maximum excise tax reimbursement.
\$114,089	48 passenger with lift/air -	\$6,845 maximum excise tax reimbursement.

*For EXCISE TAX reimbursement, a copy of the (yellow) MVA temporary registration must be presented to the Transportation Department. This base includes F.O.B. Charles County. (Applies to Route Buses and Paid Spare Buses Only.)*

### **MAINTENANCE AND OPERATION COSTS:**

The mileage rate factor is made up of two components:

**Maintenance Factor**, which shall be determined based on \$.9621 per mile. This amount is based on the annual one-year change from the previous calendar year of the Washington-Arlington-Alexandria region transportation CPI (not seasonally adjusted). The annual CPI adjustment shall not increase in excess of 5%. The maintenance factor may not decrease from one year to the next.

**Fuel Factor**, which for FY 2022 will be the current fuel price minus the current year's federal fuel tax and state fuel tax divided by the miles per gallon (based on vehicle size below). The current fuel price is determined by a monthly fuel pump survey taken by the Transportation Department using the average pump price for diesel fuel from the same predetermined stations. The fuel factor base price is surveyed the 15<sup>th</sup> of each month.

### **FUEL:**

The miles per gallon of fuel consumed is based on the size of the vehicle and is as follows:

<b>Vehicle Capacity</b>	<b>Diesel Miles Per Gallon</b>
72 Passengers – 12 Rows	7.00 mpg
69 Passenger – 12 Rows	7.00 mpg
64 Passengers – 11 Rows	7.00 mpg
60 Passengers – 10 Rows	7.50 mpg
54 Passengers – 9 Rows	7.75 mpg
48 Passengers – 8 Rows	8.00 mpg
36 Passengers – 6 Rows	8.25 mpg

\*Monthly fuel pump survey divided by size mpg = actual fuel cost per vehicle.

- A. The formula used to determine the Mileage Rate Factor is as follows:  
Mileage Maintenance Rate Factor + Fuel Cents Per Mile Factor = Maintenance and Fuel Factor
- B. All route buses will have a minimum of 70 miles per day.

### **SALARY OF DRIVER AND ATTENDANT:**

#### **CERTIFIED DRIVERS:**

Step	Years Of Experience	Amount	Fixed Charges	Total
1	0-4	\$20.12	\$5.02	\$25.14
2	5-9	\$20.55	\$5.13	\$25.68
3	10-19	\$21.02	\$5.25	\$26.26
4	20 + years	\$21.97	\$5.48	\$27.45
<b>CERTIFIED ATTENDANTS:</b>				
Step	Years Of Experience	Amount	Fixed Charges	Total
1	0-4	\$14.78	\$3.69	\$18.47
2	5-9	\$15.24	\$3.80	\$19.04
3	10-19	\$15.78	\$3.94	\$19.72
4	20+ years	\$16.28	\$4.06	\$20.34

Regular route drivers will have a minimum 6-hour workday. Regular attendants will have a minimum 6-hour workday. Driver and Attendant salary base shall be increased by the same percentage as the Cost of Living Adjustment (COLA) provided to employees of Charles County Public Schools as negotiated with the American Federation of State, County and Municipal Employees (AFSCME) for the applicable school year.

\*\* Step increases begin the 1<sup>st</sup> day after the 4<sup>th</sup> 9<sup>th</sup> and 19<sup>th</sup> year  
Step 2 begins on the 4<sup>th</sup> year and 1 day  
Step 3 begins on the 9<sup>th</sup> year and 1 day  
Step 4 begins on the 19<sup>th</sup> year and 1 day

#### **FIXED CHARGES**

The addition of fixed charges (24.94%) to drivers and attendants' hourly rate applies to worker's compensation, social security, Maryland unemployment, Federal unemployment, and payroll compensation. The disbursement of these funds by the contractor shall be in accordance to state and federal law.

The contractor shall establish and maintain a minimum wage scale for drivers and attendants as detailed above and as further explained below:

- a. School bus driving experience shall be credited for all complete years driven in Charles County. (Substitute driving and field trip driving may be credited, if requested in writing by the contractor to the Director of Transportation.)
- b. Attendant experience shall be credited for all complete years served on route buses in Charles County. (Substitute attendant and kindergarten attendant work are not credited.)
- c. Driver and Attendant eligibility for benefits are determined as followed:
  1. Employed full-time as the regular route driver or attendant on a contract route.
  2. Meet the minimum of six (6.0) hours daily requirement.

#### **DRIVER AND ATTENDANT BENEFITS AND COSTS:**

##### **A. BENEFITS**



1. LEAVE

- a. The Contractor shall establish and maintain a leave program, which grants a total of ten (10) days of leave for any eligible driver or attendant on a regular route bus prior to the beginning of the FY 95 school year. All drivers or attendants will receive six (6) days leave. All drivers or attendants employed for more than four years will receive one (1) additional day for each year employed to a maximum of ten (10) days.
- b. For each driver and attendant position required by a contract, the Board will pay to the Contractor the annual sum of the number of days acquired times the daily salary plus 24.94% fixed charges. Said annual sums shall be paid to the contractor in ten (10) monthly installments. Drivers and attendants will receive payment from their contractor minus payroll taxes for days used as they use them and for unused leave days at the end of the school year.

2. HEALTH AND LIFE INSURANCE

The Contractor may establish and maintain an approved health and life insurance plan for all eligible route drivers and attendants employed by the Contractor.

3. LIFE INSURANCE (STAND ALONE)

The Contractor shall establish and maintain an approved life insurance plan providing life insurance in the amount of \$10,000 for all eligible route drivers and attendants employed by the Contractor who chooses to participate and have not enrolled in the Contractor's health and life insurance plan.

4. RETIREMENT

The Contractor shall establish and maintain an approved retirement plan for all eligible route drivers and attendants employed by the Contractor. The maximum Board of Education contribution for retirement is \$487.50.

B. DRIVER BENEFIT COSTS

1. LEAVE

100% of the cost of the driver's and attendant's leave program, as set forth above, is paid by the Board.

2. HEALTH, LIFE AND RETIREMENT

Actual premium costs for health and life may vary among Contractors. This choice shall not change the cost paid by the Board or the driver. The Health Insurance base premium is \$10,000.00, which was effective October 1, 2015. The cost of these programs is shared with the Board by the driver and the Contractor, as illustrated below.

Illustrated Benefits Costs

	Total (Base Premium)	Board	Contractor	Driver
a. Health & Life	\$10,000.00	\$6,000.00	\$2,000.00	\$2,000.00

b. Life Only	\$ 210.00	\$ 150.00	\$ 30.00	\$ 30.00
c. Retirement	\$ 650.00	\$ 487.50	\$ 81.25	\$ 81.25
d. Benefit Administration	\$ 15.00	\$ -	\$ 15.00	\$ -

- Effective 2014 contractors may submit a company premium average for all employees enrolled in the same group plan. The average cannot exceed the maximum costs as indicated in the above table.

### **EXPLANATIONS:**

#### **(a) HEALTH AND LIFE**

- i. The Board shall pay 60% of (1) the Base Premium cost or (2) the actual premium cost, whichever is lower, plus any additional Base Premium cost which may apply after computing the Contractor maximum cost.
- ii. Driver shall pay 20% and the Contractor shall pay 20% of the remaining premium cost over and above the 60% Board share noted in 2, (a). If actual premiums exceed Base Premiums noted in 2, (a), the entire excess cost shall be paid by the employees.

#### **(b) LIFE ONLY**

- i. Drivers shall contribute a Base Premium cost of \$30 per year as of July 1, 1996, toward the cost of the Life Only benefit. As the total Base Premium increases or decreases, the driver's cost shall be proportionately adjusted.
- ii. The Board shall pay \$150 per year as of July 1, 1996, toward the cost of the Life Only Benefit Base Premium cost (or 71% of the total premium if less than \$210.00) and shall share proportionately in subsequent Base Premium increases or decreases, plus any additional Base Premium cost, which shall apply after computing the Contractor maximum cost.
- iii. The Contractor shall contribute any remaining premium amount toward the cost of the approved Life Only benefit.

#### **(c) RETIREMENT**

- i. Drivers shall contribute 12.5% of the total retirement program cost, adjusted at such time as the total costs shall change.
- ii. Contractors shall contribute 12.5% of the total retirement program cost, adjusted as the total costs shall change, subject to the Contractor maximum cost as described in Section E below.
- iii. The Board shall pay the remaining 75% of the approved retirement program total cost plus any additional cost, which may apply after computing the Contractor maximum cost.

(d) Benefit administration costs shall be paid in full by the Contractor.

(e) Section E below set forth maximum Contractor cost limits for eligible driver and attendant benefits.

### **C. ATTENDANT BENEFIT COSTS**

Base Premium costs for attendants shall be computed the same as for drivers as explained in paragraph B, (a) (b) (c) above.

1. Attendants shall be required to contribute toward the cost of benefits as follows:

(a) HEALTH AND LIFE

1. Attendant shall pay 20% and the Contractor 20% the remaining premium costs over and above the 60% Board shared noted in 2(a)i and 2(a)ii under Driver Benefit Costs.

(b) LIFE ONLY

1. Attendants shall contribute a base premium amount of \$30.00 per year as of July 1, 1996 toward the cost of Life Only Benefit. As the total base premium increases or decreases, the attendants cost shall be proportionately adjusted.

(c) RETIREMENT

1. Attendants shall contribute 12.5% of the total retirement program cost, adjusted at such time as the total costs shall change.

2. The Contractor is not required to contribute toward any of the Base Premium or retirement costs for attendant approved benefits when they match the drivers on the same bus.

D. CONTRACTOR MAXIMUM COSTS

The combined Contractor maximum cost for all driver and attendant benefits, as determined above, shall not exceed an amount equal to the total of the contractor share for the health/life and retirement for one (1) employee per bus contract, except to the extent that actual premiums may exceed Base Premiums. If actual premiums exceed Base Premiums, the entire excess cost is paid by the Contractor and is not subject to this maximum.

E. CONTRACTOR REIMBURSEMENT FOR BOARD SHARE OF BENEFITS

1. To receive reimbursement in September, contractors must indicate on the CCPS provided driver list, which is due two weeks prior to the start of school, the eligible employees participating along with their total premium cost for each of the benefit programs. No other documentation is required at that time.

2. To receive monthly benefit reimbursement after the initial list, the contractor must provide documentation of all premiums by the second week of the month of their policy renewal. A copy of this is policy must verify the following:

- A listing of all eligible participating employees.
- The exact amount of insurance coverage within each policy.
- The exact premium cost of each policy.

(Retirement information is submitted by the carrier company and therefore excluded from this required list.)

3. Benefit credits will not be made until required information is on file in the Transportation Office.

**PAYMENT SCHEDULE:**

CCPS will pay the CONTRACTOR the **base contract sum** as adjusted for time, mileage on the last working day of each month (except for September) commencing in September and terminating in June

according to the number of school days in the month. Payment for cancelled school days during each month will be deducted from the following month's payment then repaid the month the cancelled day(s) are made up. The payment schedule for 2021-22 is as follows:

MONTH	NUMBER OF DAYS
AUGUST	2
SEPTEMBER First payment	7
SEPTEMBER Second payment	13
OCTOBER	20
NOVEMBER	18
DECEMBER	16
JANUARY	19
FEBRUARY	19
MARCH	23
APRIL	15
MAY	21
JUNE	7
<b>TOTAL</b>	<b>180</b>

#### **PER VEHICLE ALLOTMENT (PVA):**

CCPS will pay the CONTRACTOR one tenth of the base contract sum for the Per Vehicle Allotment (PVA) on the last working day of each month commencing in September and terminating in June.

#### **ADMINISTRATIVE FEE:**

For 2021-2022 all regular route buses will be paid an Administrative Fee of \$1,447.60 on the 3<sup>rd</sup> Friday in August. This administrative fee is based on the annual one-year change from the previous calendar year of the Washington-Arlington-Alexandria region transportation CPI (not seasonally adjusted). The annual CPI adjustment shall not increase in excess of 5%. The administrative fee may not decrease from one year to the next.

The Administrative Fee includes the following:

- Meetings (In-service, Court Appearances, School Conferences and meeting at CCPS)
- Annual Physicals
- Bus Inspections-except the summer inspection
- Insurance and Fuel Supplement
- Random Drug Testing

For 2021-2022 all Special Needs route buses will be paid an Administrative Fee of \$2,088.68 on the 3<sup>rd</sup> Friday in August. Special Needs route buses with air conditioning will be paid an Administrative Fee of \$2,398.88. These administrative fees are based on the annual one-year change from the previous calendar year of the Washington-Arlington-Alexandria region transportation CPI (not seasonally adjusted). The annual CPI adjustment shall not increase in excess of 5%. The administrative fees may not decrease from one year to the next. The Administrative Fee for Special Needs includes the following:

- Meetings (In-service, Court Appearances, School Conferences and meeting at CCPS)
- Annual Physicals
- Bus Inspections (except the summer inspection)
- Insurance and Fuel Supplement
- Random Drug Testing
- Lift Maintenance
- Special needs bus supplies
- Air conditioning

### **RADIOS:**

Each route bus purchased will be awarded a Digital Dual Slot TDAM VHF two-way radio with Motorola capacity plus trunking with GPS and integrated data with a 45-watt minimum. The Transportation Department will authorize the installation when the radio is to be installed.

### **RADIOS/VIDEO SYSTEMS: (Theft/Vandalism/Neglect/Misuse)**

Repairs associated with theft/vandalism/neglect/misuse of the two-way radio or bus video system will be the responsibility of the Contractor. Repair/replacement must be performed by a Transportation Department vendor. Replacement radios or video systems must be a comparable model as approved by the Transportation Department.

### **RADIOS/VIDEO SYSTEMS: (All Other Costs Associated)**

The Transportation Department will be responsible for all other costs associated with radios and video systems not covered by above paragraph. Repairs must be performed by a Transportation Department vendor. When a route bus two-way radio or video system is in need of repair, it is the responsibility of the Contractor to notify the Transportation Department. The Transportation Department will approve the needed repairs. Failure of the Contractor to notify the Transportation Department of needed repairs will place the burden of all repair costs on the Contractor. All repairs are to be performed at the designated facility. The Transportation Department designated vendor will determine if the repair has been generated due to theft/vandalism/neglect/misuse.

### **TYPE A INSPECTIONS:**

Each contractor that is required to move his/her bus or buses to a Type A inspection point other than the contractors' location will be paid for two hours at the Step 4 driver's rate, plus 24.94% fixed charges per contract vehicle.

### **WORK DAY:**

Route drivers and attendants will be guaranteed a six (6.0) hour workday.

### **NOON RUNS:**

Drivers and attendants will be guaranteed one-hour driving time. Paid layover time is included in the one hour.

**ROAD CONDITIONS:**

Miles of gravel/unpaved or rough roadways will be doubled for funding purposes.

**SPARE BUSES:**

The rate of reimbursement paid for an approved paid spare vehicle will be the 10-year-old PVA Factor for the actual size bus in the paid spare fleet. In the event the paid spare bus is eleven (11) or twelve (12) years old, PVA rate will be 80% of the original PVA it received when it was 10-years old. Thirteen (13), Fourteen (14) and Fifteen (15) year old paid-spare buses will be paid a fixed management fee of \$11,545.20 which shall be adjusted based on any increase in the maintenance factor.

**DEADHEAD MILEAGE:**

The Contractor must certify that mileage is based upon the routes assigned and the most advantageous parking location for the CCPS. Deadhead mileage includes mileage from the established parking location in the A.M. to the first pick up and from the last A.M. school to the established parking location and in the P.M. from the established parking location to the first P.M. school and from last P.M. student dropped to the established parking location. Upon verification by the CCPS, if a more advantageous parking location is determined, the time and mileage will be adjusted back to the original effective date.

**EXTENDED BUS PROGRAM:**

- Maryland law requires a school bus over 12 model or calendar years old, based on the acceptance date, to have a Type A inspection performed at the end of the 12th year and each year after by a certified state inspection station or a school vehicle inspection station that is certified by the administration. CCPS will reimburse the contractor up to \$225 for all buses that pass inspection. Buses that fail are not eligible for reimbursement.
- School buses that exceed 12 model or calendar years, based on the acceptance date, may be replaced when a single mechanical and/or body repair exceeds 10% of the original value of the vehicle. This request should be submitted to the Director of Transportation in writing along with verification of the cost of the repair for final decision for replacement at the new PVA established payment formula.

**FIELD TRIPS AND ATHLETIC FIELD TRIPS:**

For all field trips and athletic field trips as identified by CCPS, CCPS will pay a base fee of \$145.00, plus a per hour driver's salary paid at the Step 4 rate (including fixed charges), plus the established rate for maintenance and fuel per mile (fuel based on the monthly fuel factor as provided above). In addition to the calculations determined using the formula, fees associated with trip permits, parking, and tolls shall be added to the cost of the trip as noted on the Athletic, Extracurricular & Field Trip form. CCPS also agrees to provide a \$75.00 payment in lieu of the base pay, time and mileage as provided above in the event that a bus arrives at the school and the driver is told that the trip is cancelled.

**SPECIAL NEEDS ROUTES SURCHARGE:**

For any Special Needs bus route established by CCPS that exceeds eight hours in a day, where the same

driver or attendant is assigned to that route on a daily basis, CCPS will pay a surcharge of 50% of the actual hourly rate of the driver and attendant for the time exceeding eight hours, plus social security (and excluding any other fixed charges).

To the fullest extent permitted by law, and with respect to claims that are not insured, or which exceed coverage, by the Maryland Association of Boards of Education Group Insurance Pool ("the MABE Pool") or any other insurance, the CONTRACTOR shall defend, indemnify and hold harmless CCPS, as well as CCPS directors, officers, elected or appointed officials, agents, and employees, of and from any and all damages, costs, expenses and liabilities, including attorneys' fees and costs of litigation, resulting from the failure of the CONTRACTOR to abide by all federal and state laws concerning the proper payment of wages to its employees, including but not limited to overtime.