

**AGREEMENT FOR SCHOOL PUPIL ACTIVITY BUS
TRANSPORTATION SERVICES WITH SEATBELTS**

**OAKLAND UNIFIED SCHOOL DISTRICT
AND
BAY AREA TRANSPORT SERVICES**

THIS AGREEMENT ("Agreement") is entered into as of September 1, 2017 between Bay Area Transport Services ("Contractor") and Oakland Unified School District, for Contractor to provide School Pupil Activity Bus transportation vehicles with seatbelts for Oakland Athletic League.

NOW THEREFORE, for a valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

A. Term and Termination

The term of this Agreement shall commence on September 1, 2017 and shall terminate June 30, 2018. After the initial term, the Agreement may be extended for two additional one year terms upon mutual agreement of both parties. The Agreement may be terminated by Contractor at any time with 90 days prior written notice. OUSD may at any time terminate this Agreement upon 30 days prior written notice to Contractor. In addition, OUSD may terminate this Agreement for cause should Contractor fail to perform any part of this Agreement.

In consideration for services rendered hereunder, the District and Vendor hereby agree that the total amount the District is legally obligated to pay for services under this agreement shall not exceed \$215,000.00 during the term of this Agreement.

B. Vehicles

1. Vehicles Upon Request Must Have Seatbelts:

The Contractor agrees to provide such vehicles with seatbelts ("Vehicles") as may be necessary to lawfully perform the Services and which are SPAB certified or exceed SPAB certification requirements. Contractor agrees to dispatch only buses with seatbelts to District schools that request seat belts. The buses will be used by District school sites for both local/short trips and longer distance/overnight trips. The District will distribute an approved list of SPAB providers that have seatbelts in buses. District school sites and school programs that need bus transportation will select from the preapproved list of SPAB providers with buses with seatbelts. All such Vehicles shall fully comply with all applicable laws and regulations. The Contractor shall be solely responsible for all Vehicles used in transporting students.

2. District May Inspect:

The Contractor agrees to permit the District's duly authorized agents, to inspect said bus(es) at any reasonable time, during normal business hours, subject to coordination with Contractor relative to location, and the maintenance schedules of the bus(es). The time and place of such inspection shall be as mutually agreed.

3. Condition of Vehicles:

Upon arrival for scheduled bus service:

- Bus(es) shall be clean and in good working order.
 - Excessively ripped or stained seat cushions will not be deemed acceptable.
 - Rest rooms will be clean, stocked and functioning.
 - Floors will be vacuumed and no trash is to be found (e.g., storage area or seatback magazine holders);
 - Bus environment and Contractor staff shall be appropriate for the transport of students;
 - Buses shall have seatbelts for all passengers
- Should substitute bus equipment be required, it must be equivalent to the required capacity and equipment and be able to meet the requirements of the scheduled trip. When and if delays or equipment substitutions are necessary due to mechanical problems of the bus, the Contractor shall make every immediate effort to remedy the situation and communicate the remedy to the trip contact person, principal, as well as to The District's Risk Management department.

C. Contractor's Personnel

1. The Contractor or subcontracted drivers must:
 - a. Have all applicable state vehicle permits and licensing.
 - b. Be licensed in accordance with all applicable federal and state regulations and policies.
 - c. Have a good driving record as verified by the state and other applicable regulatory bodies.
 - (i) The Contractor shall verify each driving record upon initiation of service and then every six (6) months thereafter. Such records shall be placed into the driver's file and must be accessible upon request.
 - (ii) The Contractor shall not use drivers to provide services who have accrued more than three (3) moving violations for any reason in the last two (2) years, and shall not use drivers who have had a DUI, DWI, or controlled substance-related violation.
 - d. Drive in a careful and prudent manner, exercising at all times the highest degree of care, and observing and complying with state mandated rules of the road and traffic regulations.
 - e. Abstain from using tobacco products while students are present in the vehicle or on school grounds. Drivers as well as their vehicles must not smell of smoke or any other offensive odor.
 - f. Be able to effectively communicate and provide route and schedule assurance through proficiency with following driving directions, map reading and route planning tools currently available such as Global Positioning Satellite (GPS) or similar prior to the commencement of the trip and during the trip;
 - g. Not be dependent upon customers for trip directions and/or navigation;
 - h. Demonstrate exemplary customer service;
 - i. Not demonstrate any unprofessional conduct, use of inappropriate language, intimidating behavior, and/or personal or sexual harassment. Contractor is

- b. Department of Justice (DOJ) background checks that meet or exceed state laws.
 - c. Federal Bureau of Investigation (FBI) background check, to include Child Index.
 - d. Verification of enrollment in an on-going drug/alcohol testing at random, and "for cause" drug/alcohol testing as deemed appropriate for drivers authorized to perform services for this contract. All drivers must abstain from the use of alcohol and drugs in the performance of their duties under this contract. In addition, drivers will not be under the influence of alcohol or drugs during the performance of their duties under this contract. The Contractor shall be liable for all Drug and Alcohol Testing. No driver may be utilized for this contract that fails a drug and/or alcohol test.
 - e. Verification of a negative test result for Tuberculosis (TB testing).
 - f. Current driver's license and certifications appropriate for driving the vehicle type that corresponds with the assignment, and include SPAB or higher certification.
 - g. Training records
4. Contractor shall be responsible for hiring and discharging personnel employed by Contractor; provided, however, that the District shall have the right to require Contractor to remove from service any employee who, in the District's sole discretion, is deemed unsuitable for the performance of transportation services for the District. The District may make a request in writing and state the reasons therefore. Reasons may include failure of any driver to operate a vehicle in a safe manner, in accordance with the laws of the state of California and the ordinances of any city in which such vehicle operates, or a finding by the District that the personal habits and/or conduct of an employee are detrimental to the best interests of the District or to the welfare and best interest of the students being transported.

D. Accident & Operational Reports

All accidents or incidents involving the Contractor's equipment, personnel, or students being transported while operating for the District shall be reported in writing to the District within two (2) working days. A preliminary oral report shall be made to the principal of the school which booked the trip within thirty (30) minutes following the accident or incident, and shall include whether any fatalities or injuries occurred and a general description of property damage and any law enforcement response. Contractor shall also notify the District's Transportation Director via email to Kimberly.Raney@ousd.org and/or phone at (510) 879-2740 and the District's Claims Manager via email to Janette.Pucetti@ousd.org and/or phone at (510) 879-8266 of the accident or incident within 24 hours. Follow-up accident written reports shall be made periodically until all the pertinent facts have been reported to the District. A legible copy of both the responding police agency and the Contractor's accident investigator's final report shall be submitted to the District within ten (10) working days following the accident or incident or when such report is completed, whichever occurs first. Finally, the Contractor's internal communication problems shall not relieve the Contractor of its obligation regarding an accident/incident as may be required by the California Highway Patrol's Passenger Transportation Safety Handbook.

The Contractor shall provide any and all operational records the District deems necessary within ten (10) business days of the District's request.

E. Customer Service

1. Contractor will provide a customer service single point of contact 24x7x365 for the District users to contact during bus trips should issues of scheduling, service, quality, bus breakdowns or other issues arise and require immediate remedy by the Contractor.
2. Contractor shall provide training to their personnel in how to provide exemplary customer service and shall provide reasonable remedies/compensation should customer service levels fall below these standards.

F. Complaints

Contractor shall keep complete and accurate records of all written and oral complaints received regarding the Contractor's services for the District from all sources including, but not limited to: District employees or agents, parents/guardians, students, school-related service providers, private schools, state or federal agencies and other school districts. Contractor shall provide to the District a written monthly report listing said complaints and actions taken by the Contractor, if any, to resolve each complaint.

G. Assignment of Contractor's Rights

Except as it relates to the hiring of independent Contractor drivers, the Contractor shall have no right to assign its rights or obligations under this Agreement, it being understood that this is a personal services agreement.

H. Indemnity (Hold Harmless) of the District

Contractor shall indemnify, hold harmless and defend OUSD and each of its officers, officials, employees, volunteers and agents from any loss, liability, fines, penalties, forfeitures, costs and damages (whether in contract, tort or strict liability, including but not limited to personal injury, death at any time and property damage) incurred by OUSD, Contractor or any other person and from any claims, demands and actions in law or equity (including attorney's fees and litigation expenses), arising or alleged to have arisen directly or indirectly out of performance of this Agreement. Contractor's obligations under the preceding sentence shall apply jointly and severally regardless of whether OUSD or any of its officers, officials, employees, volunteers or agents are actively or passively negligent, but shall not apply to any loss or liability, fines, penalties, forfeitures, costs or damages caused solely by the active negligence or by the willful misconduct of OUSD. If Contractor should subcontract all or any portion of the work or activities to be performed under this MOU, Contractor shall require each subcontractor to indemnify, hold harmless and defend OUSD, its officers, officials, employees, volunteers or agents in accordance with the terms of the preceding paragraph. Contractor also agrees to hold harmless, indemnify, and defend the District and its elective board, officers, agents, and employees from any and all claims or losses incurred by any supplier, Contractor, or subcontractor furnishing work, services, or materials to Contractor in connection with the performance of this Agreement. This provision survives termination of this Agreement.

I. Independent Contractor

In providing the Services, the Contractor shall be and act as an independent Contractor in all respects and shall not, for any purpose hereunder, be or act as an employee or agent of the

District. Nothing contained in this Agreement shall be deemed to create a partnership or joint venture between either of the parties to this Agreement with each other. The Contractor understands and agrees that as an independent Contractor, it will not be eligible to participate in any benefits or privileges given or extended by the District to its employees. The Contractor shall be solely responsible for the payment when due to appropriate taxing authorities of all federal and state income taxes and related obligations of any nature whatsoever on any consideration paid pursuant to this Agreement, as well as any interest, penalties or other sums due thereon and shall indemnify, defend and hold the District, its Board Members, Officers, employees and agents free and harmless therefrom.

J. Notices

All notices or other communication required or permitted hereunder shall be in writing, and shall be personally delivered (including by means of professional messenger service) or sent by registered or certified mail, postage prepaid, return receipt requested, or by facsimile or email transmission followed by delivery of a "hard" copy, and shall be deemed received upon the date of receipt thereof.

The District shall designate agents who shall be responsible for coordination of the student transportation requirements furnished under this Agreement and who shall be the District's liaison to Contractor. The District will designate a crisis management contact person for emergency contact with Contractor. By August 30th of each calendar year, the District shall inform Contractor of the name(s), contact telephone number(s) and address(es) of such management personnel.

Contractor: Bay Area Transport Services
2012 99th Avenue
Oakland, CA 94603
Ph: (510) 812-4247
Email: baytransports@gmail.com

The District: Alphonso Powell, Commissioner of Athletics
1000 Broadway
Oakland, CA 94607
Ph: (510) 434-2218
Email: Alphonso.powell@ousd.org

Waivers

The waiver by each party of a breach or violation of any provisions of this agreement shall not operate as, or be construed to be, a waiver of any subsequent breach of this agreement.

K. Force Majeure

Contractor shall be excused from performance hereunder during the time and to the extent that it is prevented from performing in the customary manner by an act of God, fire, flood, war, riot, civil disturbance, terrorism, epidemic, quarantine, strike, lockout, labor dispute, oil or fuel shortage, freight embargo, rationing or unavailability of materials or products, loss of transportation facilities by the Government, or any other occurrence which is beyond the control of the Contractor, when satisfactory evidence thereof is presented to the District.

L. Compliance with the Law

Notwithstanding any contrary provision in this Agreement, Contractor shall comply with federal, state and local laws, rules and regulations applicable to Contractor's performance under the contract, including but not limited to: licensing, employment and purchasing practices, and wages, hours and conditions of employment, including non-discrimination.

M. Dispute Resolution

The parties agree to meet and confer in good faith on all matters and disputes under this Agreement. If a dispute is not resolved under the foregoing, and one party informs the other in writing that it reasonably believes that the difference between the parties are not likely to be reconciled through further negotiation, then the parties agree to submit such dispute to non-binding arbitration under the Commercial Rules of American Arbitration Association. Such arbitration will be held as promptly as possible in Alameda County, California and will be conducted before a panel of three (3) members. The District and the Contractor shall each select one arbitrator, and the third arbitrator shall be selected by agreement of the other two arbitrators so chosen. All costs and expenses associated with the arbitration shall be borne entirely by the non-prevailing party.

N. Laws Governing Contract

This contract shall be in accordance with the laws of the State of California. The parties stipulate that this contract was entered into in the County of Alameda, in the State of California. The parties further stipulate that the County of Alameda, California, is the only appropriate forum for any litigation resulting from a breach hereof or any questions risen here from.

O. No Rights in Third Parties

The Agreement does not create any rights in or inure to the benefit of any third party.

P. Submittal of Documents

Contractor shall not commence the Work under this Contract until Contractor has submitted and OUSD has approved evidence of Insurance Certificates and Endorsements.

Q. Contractors Insurance

1. Commercial General Liability Insurance: The following insurance is required:
 - a. If Contractor employs any person to perform work in connection with this Agreement, Contractor shall procure and maintain at all times during the performance of such work, Workers' Compensation Insurance in conformance with the laws of the State of California and Federal laws when applicable. Employers' Liability Insurance shall not be less than One Million Dollars (\$1,000,000) per accident or disease.
 - b. Contractor is aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code,

and will comply with such provisions before commencing the performance of the Work of this Contract.

2. Contractor shall maintain Commercial General Liability insurance, including automobile coverage with limits of Five Million Dollars (\$5,000,000) per occurrence and which shall include coverage for corporal punishment, sexual misconduct, harassment, bodily injury and property damage.
 - a. The coverage shall be primary as to the District and shall name the District as an additional insured. Evidence of insurance and additional insured endorsement must be attached.
 - b. Endorsement of the District as an additional insured shall not affect the District's rights to any claim, demand, suit or judgment made, brought or recovered against Contractor. The policy shall protect Contractor and the District in the same manner as though each were separately issued. Nothing in said policy shall operate to increase the Insurer's liability as set forth in the policy beyond the amount or amounts shown or to which the Insurer would have been liable if only one interest were named as an insured.

R. Licenses and Permits

Contractor shall obtain and keep in force all licenses, permits, and certificates necessary for the performance of this Agreement.

S. Non-Discrimination

Consistent with the policy of OUSD in connection with all work performed under Contracts, Contractor shall not engage in unlawful discrimination in employment on the basis of actual or perceived race, color, national origin, ancestry, religion, age, marital status, pregnancy, physical or mental disability, medical condition, veteran status, gender, sex or sexual orientation. Contractor agrees to comply with applicable Federal and California laws including, but not limited to, the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735 and OUSD policy. In addition, Contractor agrees to require like compliance by all its subcontractor(s). Contractor agrees to comply with applicable Federal and California laws prohibiting discrimination against students.

In addition, Contractor agrees to require like compliance by all its subcontractor(s).

T. Drug-Free / Smoke Free Policy

No drugs, alcohol, and/or smoking are allowed at any time in any buildings and/or grounds on OUSD property. No students, staff, visitors, Contractors, or subcontractors are to use controlled substances, alcohol or tobacco on these sites.

U. Severability

If any provisions, or portions of any provisions, of this contract are held invalid, illegal, or unenforceable, they shall be severed from the contract and the remaining provisions shall be valid and enforceable.

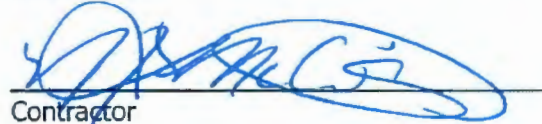
V. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion

The District certifies to the best of its knowledge and belief, that it and its officials are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency according to Federal Acquisition Regulation Subpart 9.4, and by signing this contract, certifies that this vendor does not appear on the Excluded Parties List (<https://www.sam.gov>).

W. Entire Agreement

This Agreement and the attached proposal constitute the entire Agreement between the parties with respect to the provision of the Service and may not be amended except by a writing signed by each of the parties.

Vendor


Contractor

Date: 4.25.18

(Signatures continued on next page)

OAKLAND UNIFIED SCHOOL DISTRICT

Aimee Eng
President, Board of Education

Date: _____

Kyla Johnson-Trammell
Superintendent and Secretary
Board of Education

Date: _____

NOT APPROVED

Legislative File Id. No. 18-1038
Introduction Date: 5/23/18
Enactment No.:
Enactment Date:
By:

Date: _____

OUSD or the District verifies that the Contractor does not appear on the Excluded Parties List at <https://www.sam.gov/>



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/21/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER 408-432-0600 Jack Gilbert Insurance Agency 2051 Junction Ave. Suite 115 San Jose, CA 95131	CONTACT NAME: PHONE (A/C, No, Ext): 408-432-0600 E-MAIL ADDRESS: info@limoinsurance.com	FAX (A/C, No): 408-432-0601
	INSURER(S) AFFORDING COVERAGE	
INSURED Bay Area Transport Services DOT 3072397 Marlon McWilson 2012 99th Avenue Oakland, CA 94603	INSURER A: National Continental Ins. Co.	NAIC # 10243
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

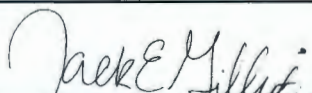
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y		CP4902856-8	02/06/2018	02/06/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

School Bus Operator

The entity named below is listed as additional insured but only in respects to their interest in the for-hire school bus operations of the named insured.

CERTIFICATE HOLDER OUSDIST Oakland Unified School District R. Cingolani/K. Raney Risk Management Dept 1000 Broadway Suite 440 Oakland, CA 94601	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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CERTIFICATION OF CONSORTIUM MEMBERSHIP

Date: 12-05-2017

RE: Company Name: BAY AREA TRANSPORT SERVICES

The above employer has been enrolled as of the date on this letter into our drug and alcohol testing consortium for DOT testing.

Consortium Name: Lobdock Consr DOT-FMCSA

Random Testing Rate: 25% Drug 10% Alcohol Selections: Monthly, Quarterly

Random Testing Type: Simple Random Sampling (SRS)

This DOT Consortium is set up for random testing for multiple employers. Employer agrees to comply with all of the Lobdock Impairment Detection procedures in place for complete compliance with the appropriate random testing procedures. Updating lists of covered employees prior to each random selection is an employer responsibility. Completion of testing of all employees selected in each selection period is an employer responsibility. An employee is excused for testing only if out on leave past the end of the selection period in which the employee is selected for testing.

Failure to comply with all of the Lobdock Impairment Detection procedures in place for complete compliance with the appropriate random testing procedures will result in removal from the consortium.

Please call the undersigned with any questions or if any additional information is needed.

Sincerely,

Susan Lobsinger
Lobdock Impairment Detection

Employer Contact Printed Name: MARLON L. McWilson
Employer Contact Signature:

Drivers Included:

Marlon McWilson, Bomani Gatewood, John Braddock, Deri'A Hoskin



Mildred Otis <mildred.otis@ousd.org>

SPAB Drivers and Company Contact

1 message

marlon mcwilson <baytransports@gmail.com>

Fri, Dec 8, 2017 at 1:36 PM

To: mildred.otis@ousd.org

SPAB Drivers

Bomani Gatewood

Kikko Smith

John Braddock

Armon Brown

Deri'a Hoskin

AFTER HOURS
Company Contact

-

Marlon L. McWilson

510.812.4247

ROYAL COACH LIMOUSINE

45 DAY D.O.T. SCHEDULE REPORT

COACH #: Bus 2

MILEAGE: 205570

DATE: 11/15/17

NEXT INSP. DATE: 12/20/17

OK	DEF	REPAIRED		
		YES	NO	
✓				1. Check key operation on doors and ignition
✓				2. Check operation of all dash gauges and interior lights
✓				3. Check operation of driver's controls
NA				4. Check coach air system operation - leak test, gauge, low air warning, and cut-in/cut-out pressures
✓				5. Check brake and throttle pedals for proper operation
✓				6. Check horn, wiper, and windshield washer operation - fill reservoir
✓				7. Check passenger seat mounting and condition and lavatory operation
✓				8. Check DVIR log or open work orders and correct any defects
✓				9. Check steering wheel free play, record value in inches <u>1 1/4</u> "
✓				10. Check operation of all emergency exits
✓				11. Inspect Brake Linings
✓				12. Check wheels seals for signs of leakage
✓				13. Check drive line support mounting, u-joints and slip joints
✓				14. Inspect for oil, fuel, and fluid leaks and repair as necessary
✓				15. Check all steering components, bellows, shocks, and suspension mounting
✓				16. Inspect Fuel tank mounting, hoses, and cap
✓				17. Inspect body mounting and exhaust system
✓				18. Lube steering components, drive line, and steering drive line
✓				19. Drain all air tanks
✓				20. Check engine coolant level
✓				21. Check engine oil level and adjust as needed
✓				22. Check transmission fluid level and adjust as needed
✓				23. Check hoses, clamps, and wiring for looseness, chaffing, and rubbing
✓				24. Check air filter restriction indicator
✓				25. Check power steering fluid level
✓				26. Check radiator, hood, and other mounting and brackets
✓				27. Check all belts and fan
✓				28. Check operation of all lights
✓				29. Test batteries, starter, and alternators
✓				30. Check all wheels and tires for tread depth, cracks, signs of looseness, and damage
✓				31. Check all doors and steps
✓				32. Check to see all airport stickers/registration are current and in place

Inspection Certification

I hereby certify that I have been issued a copy of Appendix G of 49 CFR Part 396 and that the 45 day inspection I have performed is accurate and complete pursuant to the inspection criteria set forth therein.

INSPECTED BY:

M. Jeel

Date: 11/15/17

45 Day Inspection

Vehicle: Buis 1

Date: 10/2/17

Mileage: 204682

On each item indicate: "✓" if OK; "X" Adjusted; "O" Repairs Needed.

ID# **✓XO** **Driver/ Passenger Area**

- _____ ✓ Check key operation on door and ignition
- _____ ✓ Check operation of all dash gauges and interior lights (including reading lights)
- _____ ✓ Check operation of driver's controls (heat, steering column, window, etc.)
- _____ ✓ Check coach air operation- leak test, gauge and cut-in/ cut-out pressures
Air pressure over 100 psi or greater- Perform a full brake application for 1 minute (MUST NOT drop more than 3 psi.)
- _____ ✓ Check brake and throttle pedals for proper operation
- _____ ✓ Check horn, wiper and windshield washer operation- fill reservoir
- _____ ✓ Check passenger seats condition and lavatory operation
- _____ ✓ Check DVIR log or open work orders and correct any defects

ID# **✓XO** **Underside of Vehicle**

- _____ ✓ Change Engine Oil and Engine Oil Filters
- _____ ✓ Inspect Brake Linings
- _____ ✓ Check wheels seals for signs of leakage
- _____ ✓ Check drive line support mounting, u-joints and slip joints
- _____ ✓ Inspect for oil, fuel and fluid leaks and repair as necessary
- _____ ✓ Check all steering components, bellows, shocks and suspension mounting
- _____ ✓ Inspect fuel tank mounting, hoses and cap
- _____ ✓ Inspect body mounting and exhaust system
- _____ ✓ Lube steering components, drive line and steering drive line
- _____ ✓ Drain air tank(s)

ID# **✓XO** **Engine Compartment**

- _____ ✓ Check radiator fluid level (test for leaks if adding fluid) coolant protection _____
- _____ ✓ Check engine oil level and adjust as needed (note amount added) qts. _____
- _____ ✓ Check transmission fluid level and adjust as needed (note amount added) qts. _____
- _____ ✓ Check hose(s), clamp(s) and wiring for looseness, chaffing and rubbing
- _____ ✓ Check air restriction indicator (replace air filter if indicated)
- _____ ✓ Check power steering fluid levels
- _____ ✓ Check radiator, hood and other mounting and brackets
- _____ ✓ Check all belt(s) and fan- adjust belt(s) as needed or replace if necessary

ID# **✓XO** **Exterior of Vehicle**

- _____ ✓ Check operation of all lights
- _____ ✓ Test batteries, starter and alternators
- _____ ✓ Check all wheels and tires for cracks, signs of looseness and damage:
- _____ ✓ Check all doors and steps
- _____ ✓ Check to see all airport stickers/registration are current and in place

Mechanic Signature

Joe

45 Day Inspection

Vehicle: Bus 1 Date: 4/18/17 Mileage: 202552

On each item indicate: "✓" if OK; "X" Adjusted; "O" Repairs Needed.

ID# ✓XO Driver/ Passenger Area

- ✓ Check key operation on door and ignition
- ✓ Check operation of all dash gauges and interior lights (including reading lights)
- ✓ Check operation of driver's controls (heat, steering column, window, etc.)
- ✓A Check coach air operation- leak test, gauge and cut-in/ cut-out pressures
Air pressure over 100 psi or greater- Perform a full brake application for 1 minute (MUST NOT drop more than 3 psi.)
- ✓ Check brake and throttle pedals for proper operation
- ✓ Check horn, wiper and windshield washer operation- fill reservoir
- ✓ Check passenger seats condition and lavatory operation
- ✓ Check DVIR log or open work orders and correct any defects

ID# ✓XO Underside of Vehicle

- ✓ Change Engine Oil and Engine Oil Filters
- ✓ Inspect Brake Linings
- ✓ Check wheels seals for signs of leakage
- ✓ Check drive line support mounting, u-joints and slip joints
- ✓ Inspect for oil, fuel and fluid leaks and repair as necessary
- ✓ Check all steering components, bellows, shocks and suspension mounting
- ✓ Inspect fuel tank mounting, hoses and cap
- ✓ Inspect body mounting and exhaust system
- ✓ Lube steering components, drive line and steering drive line
- ✓ Drain air tank(s)

ID# ✓XO Engine Compartment

- ✓ Check radiator fluid level (test for leaks if adding fluid) coolant protection _____
- ✓ Check engine oil level and adjust as needed (note amount added) qts. _____
- ✓ Check transmission fluid level and adjust as needed (note amount added) qts. _____
- ✓ Check hose(s), clamp(s) and wiring for looseness, chaffing and rubbing
- ✓ Check air restriction indicator (replace air filter if indicated)
- ✓ Check power steering fluid levels
- ✓ Check radiator, hood and other mounting and brackets
- ✓ Check all belt(s) and fan- adjust belt(s) as needed or replace if necessary

ID# ✓XO Exterior of Vehicle

- ✓ Check operation of all lights
- ✓ Test batteries, starter and alternators
- ✓ Check all wheels and tires for cracks, signs of looseness and damage:
- ✓ Check all doors and steps
- ✓ Check to see all airport stickers/registration are current and in place

MECHANIC SIGNATURE

M. Joel

45 Day Inspection

Vehicle: Bus 1 Date: 6/30/17 Mileage: 200 808

On each item indicate: "✓" if OK; "X" Adjusted; "O" Repairs Needed.

ID# ✓XO Driver/ Passenger Area

- _____ ✓ Check key operation on door and ignition
- _____ ✓ Check operation of all dash gauges and interior lights (including reading lights)
- _____ ✓ Check operation of driver's controls (heat, steering column, window, etc.)
- _____ NA Check coach air operation- leak test, gauge and cut-in/ cut-out pressures
Air pressure over 100 psi or greater- Perform a full brake application for 1 minute (MUST NOT drop more than 3 psi.)
- _____ ✓ Check brake and throttle pedals for proper operation
- _____ ✓ Check horn, wiper and windshield washer operation- fill reservoir
- _____ ✓ Check passenger seats condition and lavatory operation
- _____ ✓ Check DVIR log or open work orders and correct any defects

ID# ✓XO Underside of Vehicle

- _____ ✓ Change Engine Oil and Engine Oil Filters
- _____ ✓ Inspect Brake Linings
- _____ ✓ Check wheels seals for signs of leakage
- _____ ✓ Check drive line support mounting, u-joints and slip joints
- _____ ✓ Inspect for oil, fuel and fluid leaks and repair as necessary
- _____ ✓ Check all steering components, bellows, shocks and suspension mounting
- _____ ✓ Inspect fuel tank mounting, hoses and cap
- _____ ✓ Inspect body mounting and exhaust system
- _____ ✓ Lube steering components, drive line and steering drive line
- _____ NA Drain air tank(s)

ID# ✓XO Engine Compartment

- _____ ✓ Check radiator fluid level (test for leaks if adding fluid) coolant protection _____
- _____ ✓ Check engine oil level and adjust as needed (note amount added) qts. _____
- _____ ✓ Check transmission fluid level and adjust as needed (note amount added) qts. _____
- _____ ✓ Check hose(s), clamp(s) and wiring for looseness, chaffing and rubbing
- _____ ✓ Check air restriction indicator (replace air filter if indicated)
- _____ ✓ Check power steering fluid levels
- _____ ✓ Check radiator, hood and other mounting and brackets
- _____ ✓ Check all belt(s) and fan- adjust belt(s) as needed or replace if necessary

ID# ✓XO Exterior of Vehicle

- _____ ✓ Check operation of all lights
- _____ ✓ Test batteries, starter and alternators
- _____ ✓ Check all wheels and tires for cracks, signs of looseness and damage:
- _____ ✓ Check all doors and steps
- _____ ✓ Check to see all airport stickers/registration are current and in place

MECHANIC SIGNATURE

Joel

45 Day Inspection

Vehicle: Bus 2 Date: 10/23/17 Mileage: 190171

On each item indicate: "✓" if OK; "X" Adjusted; "O" Repairs Needed.

ID# ✓XO Driver/ Passenger Area

- _____ ✓ Check key operation on door and ignition
- _____ ✓ Check operation of all dash gauges and interior lights (including reading lights)
- _____ ✓ Check operation of driver's controls (heat, steering column, window, etc.)
- _____ NA Check coach air operation- leak test, gauge and cut-in/ cut-out pressures
- _____ ✓ Air pressure over 100 psi or greater- Perform a full brake application for 1 minute (MUST NOT drop more than 3 psi.)
- _____ ✓ Check brake and throttle pedals for proper operation
- _____ ✓ Check horn, wiper and windshield washer operation- fill reservoir
- _____ ✓ Check passenger seats condition and lavatory operation
- _____ ✓ Check DVIR log or open work orders and correct any defects

ID# ✓XO Underside of Vehicle

- _____ ✓ Change Engine Oil and Engine Oil Filters
- _____ ✓ Inspect Brake Linings
- _____ ✓ Check wheels seals for signs of leakage
- _____ ✓ Check drive line support mounting, u-joints and slip joints
- _____ ✓ Inspect for oil, fuel and fluid leaks and repair as necessary
- _____ ✓ Check all steering components, bellows, shocks and suspension mounting
- _____ ✓ Inspect fuel tank mounting, hoses and cap
- _____ ✓ Inspect body mounting and exhaust system
- _____ ✓ Lube steering components, drive line and steering drive line
- _____ ✓ Drain air tank(s)

ID# ✓XO Engine Compartment

- _____ ✓ Check radiator fluid level (test for leaks if adding fluid) coolant protection _____
- _____ ✓ Check engine oil level and adjust as needed (note amount added) qts. _____
- _____ ✓ Check transmission fluid level and adjust as needed (note amount added) qts. _____
- _____ ✓ Check hose(s), clamp(s) and wiring for looseness, chaffing and rubbing
- _____ ✓ Check air restriction indicator (replace air filter if indicated)
- _____ ✓ Check power steering fluid levels
- _____ ✓ Check radiator, hood and other mounting and brackets
- _____ ✓ Check all belt(s) and fan- adjust belt(s) as needed or replace if necessary

ID# ✓XO Exterior of Vehicle

- _____ ✓ Check operation of all lights
- _____ ✓ Test batteries, starter and alternators
- _____ ✓ Check all wheels and tires for cracks, signs of looseness and damage:
- _____ ✓ Check all doors and steps
- _____ ✓ Check to see all airport stickers/registration are current and in place

MECHANIC SIGNATURE

Maell

45 Day Inspection

Vehicle: B452 Date: 9/7/17 Mileage: 188285

On each item indicate: "✓" if OK; "X" Adjusted; "O" Repairs Needed.

ID# 330 Driver/ Passenger Area

- ✓ Check key operation on door and ignition
- ✓ Check operation of all dash gauges and interior lights (including reading lights)
- ✓ Check operation of driver's controls (heat, steering column, window, etc.)
- NA Check coach air operation- leak test, gauge and cut-in/ cut-out pressure
- ✓ Air pressure over 100 psi or greater- Perform a full brake application for 1 minute (MUST NOT drop more than 3 psi.)
- ✓ Check brake and throttle pedals for proper operation
- ✓ Check horn, wiper and windshield washer operation- fill reservoir
- ✓ Check passenger seats condition and lavatory operation
- ✓ Check DVIR log or open work orders and correct any defects

ID# ✓XO Underside of Vehicle

- ✓ Change Engine Oil and Engine Oil Filters
- ✓ Inspect Brake Linings
- ✓ Check wheels seals for signs of leakage
- ✓ Check drive line support mounting, u-joints and slip joints
- ✓ Inspect for oil, fuel and fluid leaks and repair as necessary
- ✓ Check all steering components, bellows, shocks and suspension mounting
- ✓ Inspect fuel tank mounting, hoses and cap
- ✓ Inspect body mounting and exhaust system
- ✓ Lube steering components, drive line and steering drive line
- ✓ Drain air tank(s)

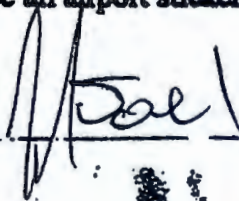
ID# ✓XO Engine Compartment

- ✓ Check radiator fluid level (test for leaks if adding fluid) coolant protection _____
- ✓ Check engine oil level and adjust as needed (note amount added) qts. _____
- ✓ Check transmission fluid level and adjust as needed (note amount added) qts. _____
- ✓ Check hose(s), clamp(s) and wiring for looseness, chaffing and rubbing
- ✓ Check air restriction indicator (replace air filter if indicated)
- ✓ Check power steering fluid levels
- ✓ Check radiator, hood and other mounting and brackets
- ✓ Check all belt(s) and fan- adjust belt(s) as needed or replace if necessary

ID# ✓XO Exterior of Vehicle

- ✓ Check operation of all lights
- ✓ Test batteries, starter and alternators
- ✓ Check all wheels and tires for cracks, signs of looseness and damage:
- ✓ Check all doors and steps
- ✓ Check to see all airport stickers/registration are current and in place

MECHANIC SIGNATURE



45 Day Inspection

Vehicle: B-43 2 Date: 7/25/17 Mileage: 185840

On each item indicate: "✓" if OK; "X" Adjusted; "O" Repairs Needed.

ID# ✓XO Driver/ Passenger Area

- _____ ✓ Check key operation on door and ignition
- _____ ✓ Check operation of all dash gauges and interior lights (including reading lights)
- _____ ✓ Check operation of driver's controls (heat, steering column, window, etc.)
- _____ NA Check coach air operation- leak test, gauge and cut-in/ cut-out pressures
Air pressure over 100 psi or greater- Perform a full brake application for 1 minute (MUST NOT drop more than 3 psi.)
- _____ ✓ Check brake and throttle pedals for proper operation
- _____ ✓ Check horn, wiper and windshield washer operation- fill reservoir
- _____ ✓ Check passenger seats condition and lavatory operation
- _____ ✓ Check DVIR log or open work orders and correct any defects

ID# ✓XO Underside of Vehicle

- _____ ✓ Change Engine Oil and Engine Oil Filters
- _____ ✓ Inspect Brake Linings
- _____ ✓ Check wheels seals for signs of leakage
- _____ ✓ Check drive line support mounting, u-joints and slip joints
- _____ ✓ Inspect for oil, fuel and fluid leaks and repair as necessary
- _____ ✓ Check all steering components, bellows, shocks and suspension mounting
- _____ ✓ Inspect fuel tank mounting, hoses and cap
- _____ ✓ Inspect body mounting and exhaust system
- _____ ✓ Lube steering components, drive line and steering drive line
- _____ NA Drain air tank(s)

ID# ✓XO Engine Compartment

- _____ ✓ Check radiator fluid level (test for leaks if adding fluid) coolant protection _____
- _____ ✓ Check engine oil level and adjust as needed (note amount added) qts. _____
- _____ ✓ Check transmission fluid level and adjust as needed (note amount added) qts. _____
- _____ ✓ Check hose(s), clamp(s) and wiring for looseness, chaffing and rubbing
- _____ ✓ Check air restriction indicator (replace air filter if indicated)
- _____ ✓ Check power steering fluid levels
- _____ ✓ Check radiator, hood and other mounting and brackets
- _____ ✓ Check all belt(s) and fan- adjust belt(s) as needed or replace if necessary

ID# ✓XO Exterior of Vehicle

- _____ ✓ Check operation of all lights
- _____ ✓ Test batteries, starter and alternators
- _____ ✓ Check all wheels and tires for cracks, signs of looseness and damage:
- _____ ✓ Check all doors and steps
- _____ ✓ Check to see all airport stickers/registration are current and in place

MECHANIC SIGNATURE

[Handwritten Signature]

45 Day Inspection

Vehicle: Bus 2 Date: 6/12/17 Mileage: 183601

On each item indicate: "✓" if OK; "X" Adjusted; "O" Repairs Needed.

ID# ✓XO Driver/ Passenger Area

- _____ ✓ Check key operation on door and ignition
- _____ ✓ Check operation of all dash gauges and interior lights (including reading lights)
- _____ ✓ Check operation of driver's controls (heat, steering column, window, etc.)
- _____ ✓^A Check coach air operation- leak test, gauge and cut-in/ cut-out pressures
- _____ ✓ Air pressure over 100 psi or greater- Perform a full brake application for 1 minute (MUST NOT drop more than 3 psi.)
- _____ ✓ Check brake and throttle pedals for proper operation
- _____ ✓ Check horn, wiper and windshield washer operation- fill reservoir
- _____ ✓ Check passenger seats condition and lavatory operation
- _____ ✓ Check DVIR log or open work orders and correct any defects

ID# ✓XO Underside of Vehicle

- _____ ✓ Change Engine Oil and Engine Oil Filters
- _____ ✓ Inspect Brake Linings
- _____ ✓ Check wheels seals for signs of leakage
- _____ ✓ Check drive line support mounting, u-joints and slip joints
- _____ ✓ Inspect for oil, fuel and fluid leaks and repair as necessary
- _____ ✓ Check all steering components, bellows, shocks and suspension mounting
- _____ ✓ Inspect fuel tank mounting, hoses and cap
- _____ ✓ Inspect body mounting and exhaust system
- _____ ✓ Lube steering components, drive line and steering drive line
- _____ ✓ Drain air tank(s)

ID# ✓XO Engine Compartment

- _____ ✓ Check radiator fluid level (test for leaks if adding fluid) coolant protection _____
- _____ ✓ Check engine oil level and adjust as needed (note amount added) qts. _____
- _____ ✓ Check transmission fluid level and adjust as needed (note amount added) qts. _____
- _____ ✓ Check hose(s), clamp(s) and wiring for looseness, chaffing and rubbing
- _____ ✓ Check air restriction indicator (replace air filter if indicated)
- _____ ✓ Check power steering fluid levels
- _____ ✓ Check radiator, hood and other mounting and brackets
- _____ ✓ Check all belt(s) and fan- adjust belt(s) as needed or replace if necessary

ID# ✓XO Exterior of Vehicle

- _____ ✓ Check operation of all lights
- _____ ✓ Test batteries, starter and alternators
- _____ ✓ Check all wheels and tires for cracks, signs of looseness and damage:
- _____ ✓ Check all doors and steps
- _____ ✓ Check to see all airport stickers/registration are current and in place

MECHANIC SIGNATURE

Joe

ROYAL COACH LIMOUSINE

45 DAY D.O.T. SCHEDULE REPORT

COACH #: Bus 3

MILEAGE: 196270

DATE: 11/22/17

NEXT INSP. DATE: 1/6/18

OK	DEF	REPAIRED		
		YES	NO	
✓				1. Check key operation on doors and ignition
✓				2. Check operation of all dash gauges and interior lights
✓				3. Check operation of driver's controls
NA				4. Check coach air system operation - leak test, gauge, low air warning, and cut-in/cut-out pressures
✓				5. Check brake and throttle pedals for proper operation
✓				6. Check horn, wiper, and windshield washer operation - fill reservoir
✓				7. Check passenger seat mounting and condition and lavatory operation
✓				8. Check DVIR log or open work orders and correct any defects
✓				9. Check steering wheel free play, record value in inches <u>1</u> "
✓				10. Check operation of all emergency exits
✓				11. Inspect Brake Linings
✓				12. Check wheels seals for signs of leakage
✓				13. Check drive line support mounting, u-joints and slip joints
✓				14. Inspect for oil, fuel, and fluid leaks and repair as necessary
✓				15. Check all steering components, bellows, shocks, and suspension mounting
✓				16. Inspect Fuel tank mounting, hoses, and cap
✓				17. Inspect body mounting and exhaust system
✓				18. Lube steering components, drive line, and steering drive line
✓				19. Drain all air tanks
✓				20. Check engine coolant level
✓				21. Check engine oil level and adjust as needed
✓				22. Check transmission fluid level and adjust as needed
✓				23. Check hoses, clamps, and wiring for looseness, chaffing, and rubbing
✓				24. Check air filter restriction indicator
✓				25. Check power steering fluid level
✓				26. Check radiator, hood, and other mounting and brackets
✓				27. Check all belts and fan
✓				28. Check operation of all lights
✓				29. Test batteries, starter, and alternators
✓				30. Check all wheels and tires for tread depth, cracks, signs of looseness, and damage
✓				31. Check all doors and steps
✓				32. Check to see all airport stickers/registration are current and in place

Inspection Certification

I hereby certify that I have been issued a copy of Appendix G of 49 CFR Part 396 and that the 45 day inspection I have performed is accurate and complete pursuant to the inspection criteria set forth therein.

INSPECTED BY: M. Joel

Date: 11/22/17

45 Day Inspection

Vehicle: Bu 3 Date: 10/11/17 Mileage: 194769

On each item indicate: "✓" if OK; "X" Adjusted; "O" Repairs Needed.

ID# ✓XO Driver/ Passenger Area

- _____ ✓ Check key operation on door and ignition
- _____ ✓ Check operation of all dash gauges and interior lights (including reading lights)
- _____ ✓ Check operation of driver's controls (heat, steering column, window, etc.)
- _____ NA Check coach air operation- leak test, gauge and cut-in/ cut-out pressures
- _____ ✓ Air pressure over 100 psi or greater- Perform a full brake application for 1 minute (MUST NOT drop more than 3 psi.)
- _____ ✓ Check brake and throttle pedals for proper operation
- _____ ✓ Check horn, wiper and windshield washer operation- fill reservoir
- _____ ✓ Check passenger seats condition and lavatory operation
- _____ ✓ Check DVIR log or open work orders and correct any defects

ID# ✓XO Underside of Vehicle

- _____ ✓ Change Engine Oil and Engine Oil Filters
- _____ ✓ Inspect Brake Linings
- _____ ✓ Check wheels seals for signs of leakage
- _____ ✓ Check drive line support mounting, u-joints and slip joints
- _____ ✓ Inspect for oil, fuel and fluid leaks and repair as necessary
- _____ ✓ Check all steering components, bellows, shocks and suspension mounting
- _____ ✓ Inspect fuel tank mounting, hoses and cap
- _____ ✓ Inspect body mounting and exhaust system
- _____ ✓ Lube steering components, drive line and steering drive line
- _____ NA Drain air tank(s)

ID# ✓XO Engine Compartment

- _____ ✓ Check radiator fluid level (test for leaks if adding fluid) coolant protection _____
- _____ ✓ Check engine oil level and adjust as needed (note amount added) qts. _____
- _____ ✓ Check transmission fluid level and adjust as needed (note amount added) qts. _____
- _____ ✓ Check hose(s), clamp(s) and wiring for looseness, chaffing and rubbing
- _____ ✓ Check air restriction indicator (replace air filter if indicated)
- _____ ✓ Check power steering fluid levels
- _____ ✓ Check radiator, hood and other mounting and brackets
- _____ ✓ Check all belt(s) and fan- adjust belt(s) as needed or replace if necessary

ID# ✓XO Exterior of Vehicle

- _____ ✓ Check operation of all lights
- _____ ✓ Test batteries, starter and alternators
- _____ ✓ Check all wheels and tires for cracks, signs of looseness and damage:
- _____ ✓ Check all doors and steps
- _____ ✓ Check to see all airport stickers/registration are current and in place

MECHANIC SIGNATURE

M. Joe

45 Day Inspection

Vehicle: Bus 3 Date: 8/29/17 Mileage: 193053

On each item indicate: "✓" if OK; "X" Adjusted; "O" Repairs Needed.

ID# ✓XO **Driver/ Passenger Area**

- ✓ Check key operation on door and ignition
- ✓ Check operation of all dash gauges and interior lights (including reading lights)
- ✓ Check operation of driver's controls (heat, steering column, window, etc.)
- NA Check coach air operation- leak test, gauge and cut-in/ cut-out pressures
Air pressure over 100 psi or greater- Perform a full brake application for 1 minute (MUST NOT drop more than 3 psi.)
- ✓ Check brake and throttle pedals for proper operation
- ✓ Check horn, wiper and windshield washer operation- fill reservoir
- ✓ Check passenger seats condition and lavatory operation
- ✓ Check DVIR log or open work orders and correct any defects

ID# ✓XO **Underside of Vehicle**

- ✓ Change Engine Oil and Engine Oil Filters
- ✓ Inspect Brake Linings
- ✓ Check wheels seals for signs of leakage
- ✓ Check drive line support mounting, u-joints and slip joints
- ✓ Inspect for oil, fuel and fluid leaks and repair as necessary
- ✓ Check all steering components, bellows, shocks and suspension mounting
- ✓ Inspect fuel tank mounting, hoses and cap
- ✓ Inspect body mounting and exhaust system
- ✓ Lube steering components, drive line and steering drive line
- ✓ Drain air tank(s)

ID# ✓XO **Engine Compartment**

- ✓ Check radiator fluid level (test for leaks if adding fluid) coolant protection _____
- ✓ Check engine oil level and adjust as needed (note amount added) qts. _____
- ✓ Check transmission fluid level and adjust as needed (note amount added) qts. _____
- ✓ Check hose(s), clamp(s) and wiring for looseness, chaffing and rubbing
- ✓ Check air restriction indicator (replace air filter if indicated)
- ✓ Check power steering fluid levels
- ✓ Check radiator, hood and other mounting and brackets
- ✓ Check all belt(s) and fan- adjust belt(s) as needed or replace if necessary

ID# ✓XO **Exterior of Vehicle**

- ✓ Check operation of all lights
- ✓ Test batteries, starter and alternators
- ✓ Check all wheels and tires for cracks, signs of looseness and damage:
- ✓ Check all doors and steps
- ✓ Check to see all airport stickers/registration are current and in place

MECHANIC SIGNATURE

Joel

AB

45 Day Inspection

Vehicle: Bus 3

Date: 7/13/17

Mileage: 190417

On each item indicate: "✓" if OK; "X" Adjusted; "O" Repairs Needed.

ID# X O Driver/ Passenger Area

- Check key operation on door and ignition
- Check operation of all dash gauges and interior lights (including reading lights)
- Check operation of driver's controls (heat, steering column, window, etc.)
- NA Check coach air operation- leak test, gauge and cut-in/ cut-out pressures
Air pressure over 100 psi or greater- Perform a full brake application for 1 minute (MUST NOT drop more than 3 psi.)
- Check brake and throttle pedals for proper operation
- Check horn, wiper and windshield washer operation- fill reservoir
- Check passenger seats condition and lavatory operation
- Check DVIR log or open work orders and correct any defects

ID# X O Underside of Vehicle

- Change Engine Oil and Engine Oil Filters
- Inspect Brake Linings
- Check wheels seals for signs of leakage
- Check drive line support mounting, u-joints and slip joints
- Inspect for oil, fuel and fluid leaks and repair as necessary
- Check all steering components, bellows, shocks and suspension mounting
- Inspect fuel tank mounting, hoses and cap
- Inspect body mounting and exhaust system
- Lube steering components, drive line and steering drive line
- Drain air tank(s)

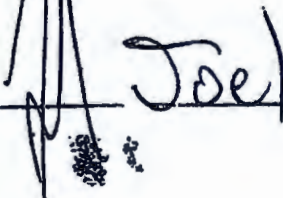
ID# X O Engine Compartment

- Check radiator fluid level (test for leaks if adding fluid) coolant protection _____
- Check engine oil level and adjust as needed (note amount added) qts. _____
- Check transmission fluid level and adjust as needed (note amount added) qts. _____
- Check hose(s), clamp(s) and wiring for looseness, chaffing and rubbing
- Check air restriction indicator (replace air filter if indicated)
- Check power steering fluid levels
- Check radiator, hood and other mounting and brackets
- Check all belt(s) and fan- adjust belt(s) as needed or replace if necessary

ID# X O Exterior of Vehicle

- Check operation of all lights
- Test batteries, starter and alternators
- Check all wheels and tires for cracks, signs of looseness and damage:
- Check all doors and steps
- Check to see all airport stickers/registration are current and in place

MECHANIC SIGNATURE



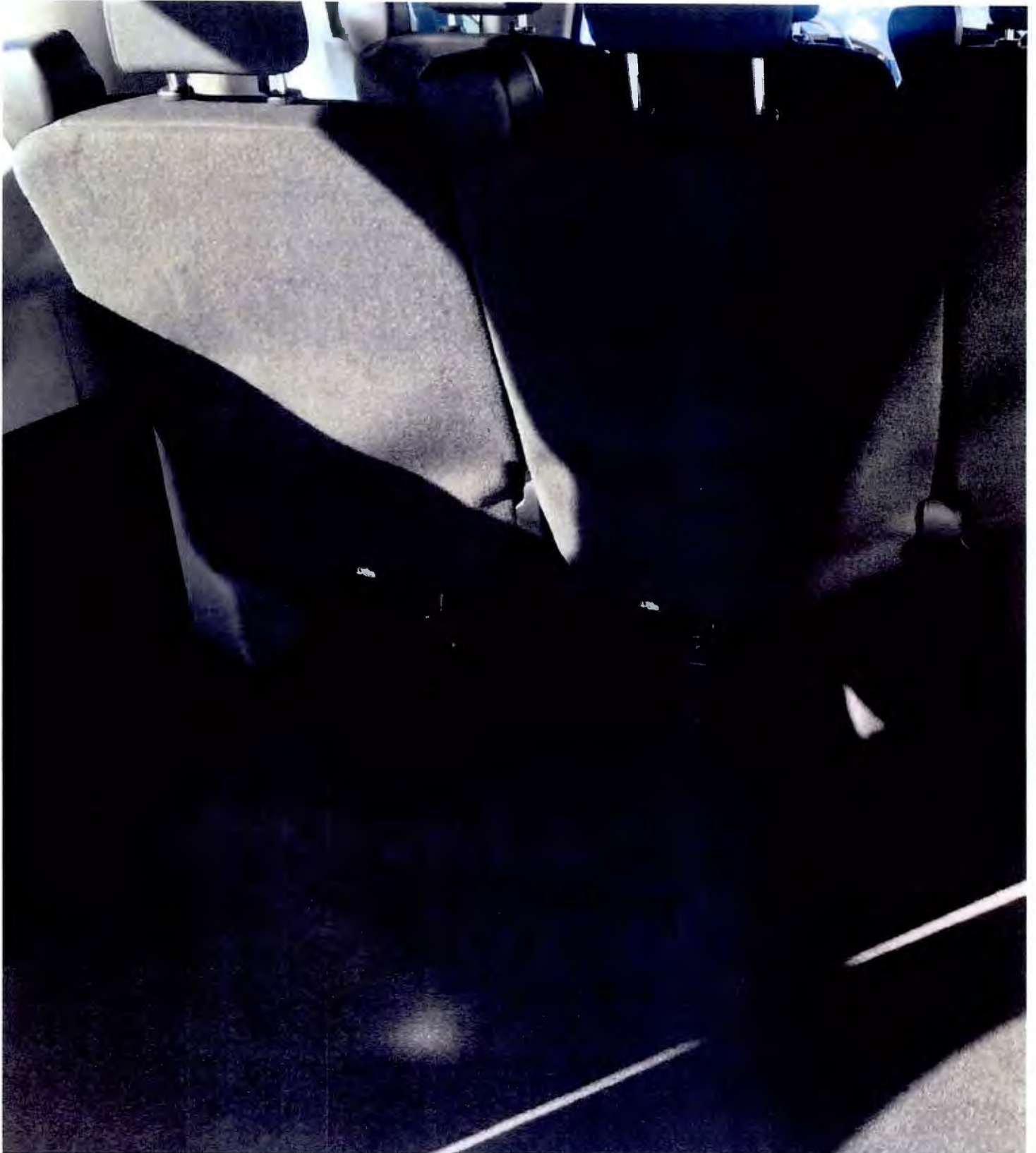


Mildred Otis <mildred.otis@ousd.org>

Pics of vans and busses

1 message

Marten McWilson <mimcwilson@hotmail.com>
To: "mildred.otis@ousd.org" <mildred.otis@ousd.org>













Sent from my iPhone



Mildred Otis <mildred.otis@ousd.org>

Pics of mini van

1 message

Marlon McWilson <mlmcwilson@hotmail.com>
To: "mildred.otis@ousd.org" <mildred.otis@ousd.org>

Wed, Dec 6, 2017 at 1:44 PM











Sent from my iPhone