



CHARTER BUS RENTAL SAFETY ADDENDUM

While the Poudre School District (the “District”) is aware that many of the laws, regulations, guidelines and or procedures required for the safe operation of a school bus do not apply to the over-the-road motor coach, the District requires the following safety and security guidelines be followed as part of any agreement to transport District students and staff using such vehicles:

1. The charter provider shall ensure the operator(s) designated for any District excursion have been briefed and understand all aspects of this document.
2. Every individual riding in the vehicle must have a physical seat. Further, the number of riders in the vehicle shall not exceed the number of installed seats.
3. The driver shall not permit riders to stand and/or sit in the aisle.
4. In the event of a vehicle break down, the vehicle operator/charter provider will:
 - a. Make the safety and security of the passengers their primary focus until the issue has been fully resolved.
 - b. Immediately relay the specifics regarding the breakdown to the District’s Director of Transportation or their designee. Before 6:00pm: 970-490-3232 After 6:00pm and on weekends/holidays: 970-222-7888.
 - c. If the vehicle breakdown has occurred at an unsafe location, operator/charter provider shall be permitted to move the vehicle to a safe location if at all possible.
 - d. If vehicle is not capable of being moved and deemed unsafe for passengers, the operator/charter provider along with the assistance of the District sponsor shall assist in the safe evacuation of all passengers to a safe staging area away from the roadway.
 - e. If the disabled vehicle is part of a convoy, the operator/charter provider may be permitted to temporarily exceed the seating capacity of the other vehicle to relocate the passengers from the inoperative vehicle to a safe staging area a short distance away to await alternate transportation.
5. The charter provider shall not permit or ignore the unlawful behaviors of any passenger riding in the vehicle. Such behaviors shall include, but are not limited to the possession and/or consumption of drugs and/or alcohol. Should the operator(s) witness or become aware of such behaviors, it shall be their responsibility to immediately report such behaviors to the District sponsor riding in the vehicle. In addition, the operator shall call the District’s Director of Transportation or their designee. Before 6:00pm: 970-490-3232 After 6:00pm and on weekends/holidays: 970-222-7888.

It is understood that this document must be signed by a company representative of the awarded supplier. Such signature shall be considered compliance with respect to the guidelines above. This addendum must be signed and returned before Poudre School District will make and/or honor any contract for transportation services.

Supplier Name: _____ Date: _____

Trip Name/Description/Destination: _____

Signature of Representative: _____

Printed Name of Representative: _____