

Ministry of Education
School Business Support Branch
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Ministère de l'Éducation
Direction du soutien aux activités scolaires
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2009: SB 22

MEMORANDUM TO: Directors of Education

FROM: Cheri Hayward
Director
School Business Support Branch

DATE: June 22, 2009

SUBJECT: Student Transportation – Contracting Practices

I am writing to provide you with additional information about student transportation and the contracting practices pilot projects.

Over the last year, the Ministry has engaged the sector through various initiatives and discussions to provide appropriate support in adopting best practices in contracting transportation services. Based on the draft resource package developed by the Contracting Practices Advisory Committee, the Ministry initiated pilots in three consortia sites using these tools and competitive procurement. The pilots are intended to leverage lessons learned so that the draft tools and the procurement processes can be reviewed and refined. The experience gained will also support the development of a suitable transition strategy for the sector in moving towards the public sector procurement standards.

With the completion of these pilot RFPs, the Ministry is currently analyzing and evaluating the results of the pilots. Based on this analysis, refinements to tools and processes will be made. Furthermore, to ensure a comprehensive understanding of the results, the Minister intends to consult with sector stakeholders before determining our next steps. Communications will be issued in early fall to provide clarity on the procurement direction for the sector for the 2010-11 school year. In the meantime, we would ask consortia management to focus on ensuring appropriate contracts are developed to reflect the fuel escalator/de-escalator and performance management clauses, and that all contracts be signed before the start of the new school year. For school board and consortia staff that were unable to attend Ministry workshops on the fuel escalator/de-escalator, please visit our transportation website for the posted presentation slide decks and sandbox tool as they may assist in the development of fuel clauses in contracts.

If you have any questions or comments, please contact Sandy Chan, Manager,
Transportation and Cooperative Services Unit at (416) 325-2464, or
sandy.chan@ontario.ca.

The Ministry maintains a strong commitment to working with and supporting school boards in the transition to public procurement standards and ensuring that operators are well supported to meet these requirements.

A handwritten signature in dark ink, reading "Cheri Hayward". The signature is fluid and cursive, with the first name "Cheri" and last name "Hayward" clearly distinguishable.

Cheri Hayward
Director
School Business Support Branch

Cc: Superintendents of Business
Transportation Managers
Ontario School Bus Association