



March 1, 2019

VIA EMAIL

Dear: Public School Districts

**Re: School Bus Purchasing**

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The Ministry of Education (EDUC) and the Association of School Transportation Services of BC (ASTSBC) have conducted a Request For Standing Offer (RFSO) for school buses. School bus vendors were invited to submit standing offer prices for various types of buses. Effective March 15, 2019 the RFSO and other supporting documents will be available on the ASTSBC website at <http://www.astsbc.org/>. To view them, click the “*Bus Standing Offer*” link on their home page.

Note that this is not a bulk purchase of school buses, rather the ASTSBC has simply secured standing offer prices for school buses from March 15, 2019 to April 30, 2019. The standing offer prices are Free on Board (FOB) for each purchaser’s receiving location and include delivery, packaging, crating and unloading costs anywhere in the Province of British Columbia.

Public school districts that are planning to purchase a new bus are encouraged to contact school bus vendors directly and enter into contracts to purchase from the vendor of their choice, using the “Draw Down Form” mechanism described in the RFSO.

The ASTSBC will invoice public schools, just as they will invoice band-operated schools and independent schools, for two percent (2%) of their bus purchase price to defray the cost of administering this initiative. Public schools that are in arrears of their administration fee payment from purchases under previous RFSOs will be ineligible for future standing offer procurements.

If you have any general questions, please contact me at [Michael.Nyikes@gov.bc.ca](mailto:Michael.Nyikes@gov.bc.ca) or at 250.893.6268. If you have specific questions, you can email the ASTSBC’s RFSO Committee at [rfs@astsbc.org](mailto:rfs@astsbc.org)

Sincerely yours,

Michael Nyikes, Director  
Capital Programs Unit

Cc: Frank Marasco, Manager, ASTSBC  
Joel Palmer, Executive Director, Capital Management Branch  
Damien Crowell, Planning Officer, Capital Programs Unit