

**THE STATE EDUCATION DEPARTMENT**  
**Pupil Transportation Unit**  
**Room 1075 Education Building Annex**  
**Albany, New York 12234**  
**(518) 474-6541**

**CONTRACT EXTENSION – COST JUSTIFICATION FORM**

<b>School District</b>	
<b>Contractor</b>	

For 2018-19 Extension	Actual Cost 6/1/16-5/31/17	Actual Cost 6/1/17-5/31/18
<b>Total Wages (Dr +Mech)</b>	\$	\$
<b>Drivers</b>	\$	\$
<b>Mechanics</b>	\$	\$
<b>Payroll Taxes</b>	\$	\$
<b>Supplies and Materials</b>	\$	\$
<b>Automotive Parts</b>	\$	\$
<b>School Bus Fuel</b>	\$	\$
<b>Oil, Lubricants, Antifreeze</b>	\$	\$
<b>Tires and Chains</b>	\$	\$
<b>Insurance</b>	\$	\$
<b>Garage</b>		
<b>Rental</b>	\$	\$
<b>Heating Fuel</b>	\$	\$
<b>Electric</b>	\$	\$
<b>Water</b>	\$	\$
<b>Telephone</b>	\$	\$
<b>Depreciation</b>	\$	\$
<b>Other (Specify)</b>	\$	\$
<b>SUB -TOTAL - A</b>	\$	\$

Pass Throughs	Actual Cost 6/1/16-5/31/17	Actual Cost 6/1/17-5/31/18
<b>Criminal History/     Licensing Tests **</b>	\$	\$
<b>Diagnostic Tests</b>	\$	\$
<b>Physical Performance     Tests</b>	\$	\$
<b>Drug/Alcohol Tests</b>	\$	\$
<b>SUB -TOTAL - A</b>	\$	\$
<b>GRAND TOTAL</b>	\$	\$

\*\* Do not include cost of driver's permit, license, or training.

\_\_\_\_\_   
**Signed (Contractor)**

\_\_\_\_\_ **% Increase**

**NOTARIZED:**  
Please submit this form to SED only when “Pass Through” costs are included.