

**THE STATE EDUCATION DEPARTMENT  
Pupil Transportation Unit**

**Room 1075 Education Building Annex  
Albany, New York 12234  
(518) 474-6541**

**CONTRACT EXTENSION – COST JUSTIFICATION FORM 2023-24**

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

<b>For 2023-24 Extension</b>	<b>Actual Cost 6/1/21-5/31/22</b>	<b>Actual Cost 6/1/22-5/31/23</b>
<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>	\$	\$

<b>Pass Throughs</b>	<b>Actual Cost 6/1/21-5/31/22</b>	<b>Actual Cost 6/1/22-5/31/23</b>
<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.