

THE STATE EDUCATION DEPARTMENT

Pupil Transportation Unit

Room 1075 Education Building Annex

Albany, New York 12234

(518) 474-6541

CONTRACT EXTENSION – COST JUSTIFICATION FORM 2024-25

School District	
Contractor	

For 2024-25 Extension	Actual Cost 6/1/22-5/31/23	Actual Cost 6/1/23-5/31/24
Total Wages (Dr +Mech)	\$	\$
Drivers	\$	\$
Mechanics	\$	\$
Payroll Taxes	\$	\$
Supplies and Materials	\$	\$
Automotive Parts	\$	\$
School Bus Fuel	\$	\$
Oil, Lubricants, Antifreeze	\$	\$
Tires and Chains	\$	\$
Insurance	\$	\$
Garage		
Rental	\$	\$
Heating Fuel	\$	\$
Electric	\$	\$
Water	\$	\$
Telephone	\$	\$
Depreciation	\$	\$
Other (Specify)	\$	\$
SUB -TOTAL - A	\$	\$

Pass Throughs	Actual Cost 6/1/22-5/31/23	Actual Cost 6/1/23-5/31/24
Criminal History/ Licensing Tests **	\$	\$
Diagnostic Tests	\$	\$
Physical Performance Tests	\$	\$
Drug/Alcohol Tests	\$	\$
SUB -TOTAL - A	\$	\$
GRAND TOTAL	\$	\$

** 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.