



NIPISSING-PARRY SOUND STUDENT TRANSPORTATION SERVICES

Section	Revised
Transportation – Service Providers & Planning	2020-04-28
SP – 001 Transfer of Bus Routes Between Operators	
General Statement	<ol style="list-style-type: none"> 1. The purpose of this guideline is to identify a process by which the Nipissing-Parry Sound Student Transportation Services will govern a Contractor’s ability to transfer his/her contract or route(s) therein. 2. The following Articles in the Agreement for Transportation govern the Contractor’s ability to transfer: <ul style="list-style-type: none"> B 8. “The Contractor shall: Not transfer controlling shares of the company without the written consent of the Consortium.” D 6. “No Contractor or affiliated corporation or associated corporation may service more than thirty-five percent (35%) of the total buses operating for the Consortium.” D 8. b) (vii) “Termination of Agreement. <p style="margin-left: 20px;">Other than in respect of a Contractor whose shares are listed as described in Article B Section 7 hereof, if the person or persons owning a majority of the outstanding voting shares of the Contractor or holding directly or indirectly voting control of the Contractor as of the date hereof shall without the prior written consent of the Consortium sell, assign, transfer, pledge, mortgage, hypothecate or otherwise dispose of the majority of such voting shares of the Operator or cease to hold directly or indirectly voting control of the Operator.</p>
Operational Procedure	<p>The request from the Transferring Contractor shall be in writing and contain all relevant information.</p> <p><u>Transfer to an Existing Contractor</u></p> <ol style="list-style-type: none"> 1. The Manager shall ensure that the requested transfer complies with the appropriate Articles of the Agreement for Transportation. 2. Performance Reviews conducted on the Contractor acquiring the bus routes must be graded at a level of satisfactory or higher.



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	<p><u>Transfer to a New Contractor</u></p> <ol style="list-style-type: none">1. A new Contractor will provide:<ol style="list-style-type: none">a) Three letters of Reference.b) A history of experience in the school bus industry where applicable.c) A copy of the company CVOR L2 abstract where applicable.d) A Criminal Reference Check. <p><u>Recommendation and implementation:</u></p> <ol style="list-style-type: none">1. Review and analysis of the request will require 30 days before it is presented to the Operations Committee at a regular meeting.2. When all stages are completed, the following procedure will occur:<ol style="list-style-type: none">a) The Operations Committee will advise all parties of its decision in regards to the transfer;b) Any contractor acquiring routes in this process will be notified prior to the official transfer date that the routes may be amended or deleted by the Consortium in accordance with Article D1 of the Agreement for Transportation. <p><u>Exchange of Existing Routes Between Operators:</u></p> <ol style="list-style-type: none">1. Notwithstanding the foregoing, where it is expedient to have the exchange of two routes between two operators, the General Manager may approve such an exchange where there is no difference in cost and with the written consent of the two operators.
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