



COLORADO
Department of Education

School Transportation Supervisor Training

July 2020

COLORADO MINIMUM STANDARDS GOVERNING SCHOOL TRANSPORTATION VEHICLES 1 CCR 301-25

Supervisor

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Operations

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Vehicle Specifications

Annual Inspector

Annual Inspections

Garage Operations

Welcome

Schedule 10:30 a.m. – 12:30 p.m.

Please make sure your microphone is on mute, until you plan to speak.

Feel free to use the chat room for questions during the presentation. My colleague, Susan Miller, will be monitoring the chat for me. I will also be pausing throughout the training to see if you have questions.

We will take a break about mid-way for you to grab a beverage, lunch or restroom break.

Feel free to attend all sessions, or just portions of sections.

If you do not receive emails from Megan Richardson, send me an email and we will add you to our listserv.

Topics for today



- Minimum Standards
- Vehicle Purchasing
- Annual Inspectors
- Hands-On Testers
- Pre-Trip and Post-Trip Inspections
- Inspection Site Certification
- Maintenance and Repairs – CDE Guide

Minimum Standards

COLORADO MINIMUM STANDARDS GOVERNING SCHOOL TRANSPORTATION VEHICLES 1 CCR 301-25

Found on the CDE Transportation Home page

[Minimum Standards Governing School Transportation Vehicles 301-25 \(PDF\)](#)

2251-R-1.00 Statement of Basis and Purpose

The purpose of these rules is to provide reasonable and adequate standards of safety for school transportation vehicles that promote the welfare of the students and afford reasonable protection to the public. The purpose of the amendments approved on (insert effective date) is to update the minimum standards to align with recent federal standard and reflect current industry practices, to streamline and consolidate rules and eliminate rules which are redundant of and potentially contradictory to federal standards, and to reduce regulatory burdens for school districts and charter schools.

2251-R-3.00 Responsibility of Suppliers.

3.01 Dealers, distributors and manufacturers of school buses and multifunction buses each have a responsibility to comply with the Minimum Standards on or after the effective date of these rules.

3.02 Dealers, distributors or manufacturers which supply school buses and multifunction buses for use in the State of Colorado which do not meet the specifications of these rules shall be notified of noncompliance and a general notice will be sent to all school districts and school transportation operations within the State of Colorado advising that equipment supplied by such dealer, distributor, or manufacturer is not in compliance with the Minimum Standards.



5.05 A School Bus shall be a motor vehicle, built to FMVSS and school bus standards contained herein, designed for transporting students on either to and from school, from school to school, or to school related events.



Type A

5.05(a) Type "A" school bus is a conversion or body constructed utilizing a cutaway front-section vehicle with a left side driver's door and a gross vehicle weight rating (GVWR) of 21,500 pounds or less.



Type B

5.05(b) Type "B" school bus is a body constructed and installed upon a stripped chassis. Part of the engine is beneath and/or behind the windshield and beside the driver's seat. The entrance door is behind the front wheels.



Type C

5.05(c) Type "C" school bus is constructed utilizing a chassis with a hood and fender assembly. This includes the cutaway truck chassis, including cab, with or without a left side driver door, and with a GVWR greater than 21,500 pounds. The entrance door is behind the front wheels.



Type D

5.05(d) Type "D" school bus is constructed utilizing a stripped chassis, the engine may be behind the windshield and beside the driver's seat; it may be at the rear of the bus, behind the rear wheels. The entrance door is ahead of the front wheels.



Small Vehicle

5.06 Small Vehicle shall be a motor vehicle, which does not meet the requirements of a Type A, B, C or D school bus, designed for general purpose use. A small vehicle shall meet or exceed section 20.06 of these rules. These vehicles may be used to carry students to and from school, from school to school, or to school related events.



Multifunction Bus

5.07 Multifunction bus shall be a motor vehicle, built to federal multifunctional school activity bus standards, designed for transporting students.

5.07(a) Multifunction buses shall also meet the standards contained in the Minimum Standards with the exception of:



Multifunction Bus-Continued

5.07(a)(1) Color, as required by section 15.00 of these rules

5.07(a)(2) Lettering “SCHOOL BUS”, as required by section 26.01 of these rules

5.07(a)(3) Lettering “STOP ON FLASHING RED” as required by section 26.06 of these rules

5.07(a)(4) Alternately flashing warning signal lamps, as required by section 29.06 of these rules

5.07(a)(5) Stop signal arm, as required by section 38.00 of these rules

5.07(a)(6) Retro-reflective material color, as required by section 13.02 of these rules

May be any capacity



Motor Coach

Under federal law (49 USC 30112(a)), a new over-the-road motor coach (motor coach) bus may not be sold for the purpose of transporting school-age students to and from school or to school related events unless it meets all FMVSS requirements for school buses



Require Local Board of Education Resolution

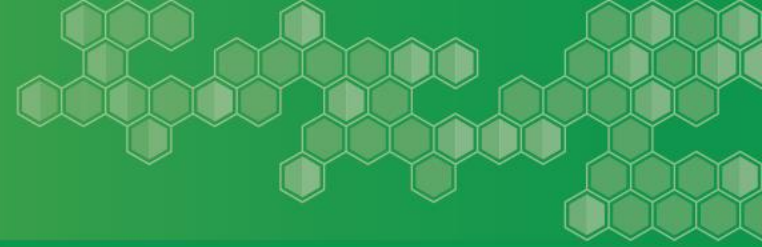
4.01(a) Under federal law (49 USC 30112(a)), a new over-the-road motor coach (motor coach) bus may not be sold for the purpose of transporting school-age students to and from school or to school related events unless it meets all FMVSS requirements for school buses. Upon passage of a local board of education resolution, a school district may purchase a used over-the-road motor coach (motor coach) bus and/or attain a short-term rental of a motor coach bus from a contract carrier for the transportation of students to school related events. Such resolution shall specify that consideration was given to the standards of safety to promote the welfare of students, including recommendations of national transportation organizations. In no event shall a motor coach bus be used for the transportation of students to and from school or school to school. A board resolution is not necessary for transporting students on common carriers.

Shuttle Bus



Shuttle Buses do not meet the Colorado rack and load requirements and can not be used to transport students

15-Passenger Vans



15-passenger van defined --In this subsection, the term "15-passenger van" means a vehicle that seats 10 to 14 passengers, not including the driver.

A school or school system may not purchase or lease a new 15-passenger van if it will be used significantly by, or on behalf of, the school or school system to transport preprimary, primary, or secondary school students to or from school or an event related to school, unless the 15-passenger van complies with the motor vehicle standards prescribed for school buses and multifunction school activity buses under this title.

<http://www.cde.state.co.us/transportation/trans15passengervan.htm>

2251-R-6.00 Testing and Certification.

- 6.01 School bus manufacturers shall provide annual certification to the Colorado Department of Education that their product(s) meet or exceed the Minimum Standards and all applicable FMVSS in effect at the time of manufacture.
- 6.02 It shall be the school district's/charter school's responsibility to ascertain whether all school buses purchased, leased, or under contract to the school district/charter school meet all specifications of the Minimum Standards. This verification should be obtained at the time of delivery, in addition to the statement of compliance in the purchase bid, contract for or lease agreement.

2251-R-7.00 Bus Delivery Requirements.

7.01 The bus manufacturer shall provide the following materials and information for direct delivery to the customer **upon request**:

7.01(a) Line set tickets for each individual unit including chassis and body,

7.01(b) A copy of the pre-delivery service performed and verified by a checkout form for each individual unit,

7.01(c) Warranty book and statement of warranty for each individual unit,

7.01(d) Service manual (hard copy or electronic copy) for each individual unit or identical units for all major components of the bus (e.g., body, chassis, transmission, etc.), and

7.01(e) Parts manual (hard copy or electronic copy) for each individual unit or identical units for all major components of the bus (e.g., body, chassis, transmission, etc.).

Bus Body and Chassis



2251-R-8.00 Aisle

8.01 Minimum aisle clearance between seats and to all emergency doors shall be 12 inches at seat level.

2251-R-11.00 Brakes

2251-R-13.00 Color

13.01 All exterior metal shall be painted National School Bus Yellow (NSBY) with the exception of:

13.01(a) Lettering and numbering shall be black, white, or yellow for bumper area.

13.01(b) Bumpers and frame shall be black

13.01(c) Rub rails may be black or yellow at purchaser option

13.01(d) Background area for alternating flashing warning lamps shall be black

13.01(e) The roof of the bus may be painted white, not to extend below the drip rails on the sides of the body.

13.01(f) Student window frames, posts and service door frame may be black.

2251-R-14.00 Construction.



- 14.07 On Type B, C, and D buses, the bus body shall meet the test standards of the Kentucky Pole test



2251-R-14.00 Construction

14.09 A diagonal (racking) load test shall be performed on Type A, B, C and D school buses to assure adequate shear stiffness and strength of the bus body. Details of the test are provided below. A two-cycle loading sequence shall be conducted following the procedure described in Section 14.08.



2251-R-20.00 Emergency Equipment Small Vehicles

20.06 Small vehicles shall carry the following emergency equipment:

20.06(a) Three (3) emergency triangle reflectors in a securely mounted case,

20.06(b) One 24-unit first aid kit as found in 20.02,

20.06(c) One securely mounted, 2 ½ pound, dry chemical fire extinguisher with a minimum rating of 1A10BC,

20.06(d) One durable webbing cutter having a full width handgrip and a protected blade. The cutter shall be mounted in a location accessible to the seated driver.

20.06(e) One basic body fluid clean-up kit as found in 20.04,

20.07 Emergency equipment shall be securely mounted. Emergency equipment shall be clearly visible or in a location plainly indicated by appropriate markings.

Bus Body and Chassis



- 2251-R-21.00 Exhaust System.
- 2251-R-24.00 Fuel System.
- 2251-R- 25.00 Heating System.
- 2251-R-26.00 Identification.
- 2251-R-28.00 Interior.
- 2251-R-29.00 Lamps and Signals.
- 2251-R-32.00 Overall Size.
- 2251-R-35.00 Seats/Restraining Barriers.
- 2251-R-44.00 Ventilation.
- 2251-R-47.00 Specially Equipped Buses.

Minimum Standards for Vehicles Older



Found on the CDE Transportation Website

[Guidelines and Regulations](#)

Colorado Minimum Standards Governing School Transportation Vehicles 1 CCR 301-25

[Vehicles manufactured 2015 - Present \(PDF\)](#) (Effective April 30, 2015)

[Vehicles manufactured 2007 - 2015 \(PDF\)](#) (Effective September 1, 2007)

[Vehicles manufactured 1999 - 2007 \(PDF\)](#) (Effective February 1, 1999)

[Vehicles manufactured 1993 - 1999 \(PDF\)](#) (Effective October 1, 1993)

Vehicle Purchasing

[Minimum Standards Governing School Transportation Vehicles 301-25 \(PDF\)](#)

2251-R-3.00 Responsibility of Suppliers.

3.01 Dealers, distributors and manufacturers of school buses and multifunction buses each have a responsibility to comply with the Minimum Standards on or after the effective date of these rules.

2251-R-6.00 Testing and Certification.

6.02 It shall be the school district's/charter school's responsibility to ascertain whether all school buses purchased, leased, or under contract to the school district/charter school meet all specifications of the Minimum Standards. This verification should be obtained at the time of delivery, in addition to the statement of compliance in the purchase bid, contract for or lease agreement.



CDE Transportation Website

[STU-7 CDE Used School Bus Dealer Registration Form \(PDF\)](#)

We hereby certify that the school buses we will sell in Colorado will meet or exceed the Colorado Minimum Standards in effect at the time the bus was manufactured.

Registered Used Bus Dealers

[Registered Used Bus Dealers \(PDF\)](#)

Vehicle Purchasing



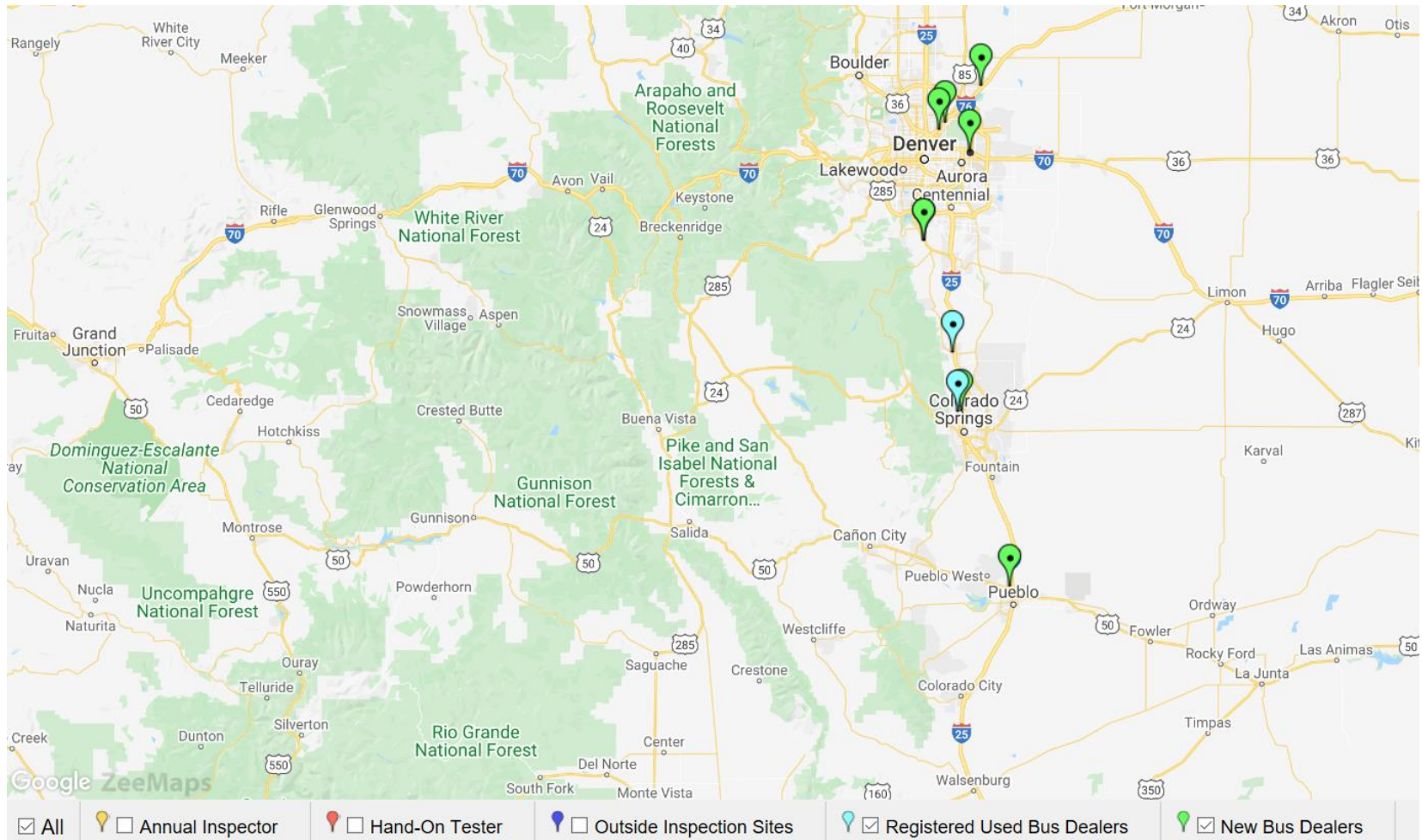
School Bus Fleet and Technicians Toolbox

Annual Inspector and Bus Dealer Map

Map and Contact Information

School Transportation Home
Data
Forms
Guidelines and Regulations
School Bus Fleet and Technicians Toolbox
Training
Transportation Advisory Council
Contact Us

Vehicle Purchasing - Map





CDE Transportation Website

Certified Bus/Chassis Manufacturers

[Multi-Year List of Certified Models](#)

SCHOOL BUS BODY MANUFACTURERS CERTIFIED MODELS BY SCHOOL YEAR FOR COLORADO

This is a list of the school bus models as certified by the manufacturer that can be built to meet Colorado minimum standards for that school year. If a specific make or model is not on this list, then it cannot be purchased by a Colorado school district or charter school for the purposes of student transportation.

For questions or clarifications, please contact me.

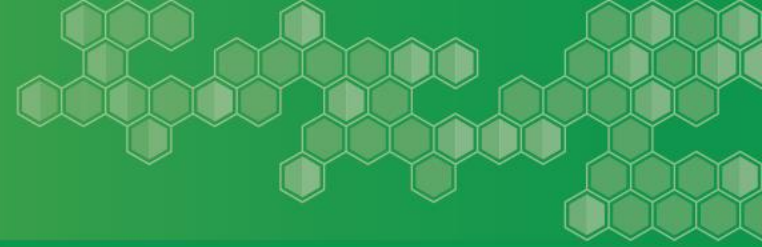
Fred Stewart
303 866-6655 stewart_f@cde.state.co.us

Vehicle Purchasing



- **School Year 2006 - 2007**
- **BODY MANUFACTURERS**
 - Blue Bird Body Co. (Micro Bird, Conventional, Vision, All American FE and RE models)
 - Collins Bus Corp. (Bantam, Super Bantam, Grand Bantam models)
 - Girardin Minibus (MB-II model)
 - IC Corp. (Integrated Conventional BE and CE, International RE and FE models)
 - Mid Bus, Inc. (Guide, Guide XL models)
 - Thomas Built Buses, Inc. (Minotour SRW and DRW, Saf-T-Liner C2, Saf-T-Liner MVP-EF, Saf-T-Liner HDX models)
 - U.S. Bus Corp. (Sturdibus and HD, Universe models)

Vehicle Purchasing – Small Vehicle



A school or school system may not purchase or lease a new 15-passenger van if it will be used significantly by, or on behalf of, the school or school system to transport preprimary, primary, or secondary school students to or from school or an event related to school, unless the 15-passenger van complies with the motor vehicle standards prescribed for school buses and multifunction school activity buses under this title.

Vehicle Purchasing – Small Vehicle

5.06 Small Vehicle shall be a motor vehicle, which does not meet the requirements of a Type A, B, C or D school bus, designed for general purpose use. A small vehicle shall meet or exceed section 20.06 of these rules. These vehicles may be used to carry students to and from school, from school to school, or to school related events.

20.06 Small vehicles shall carry the following emergency equipment:



[Colorado Rules for the Operation, Maintenance and Inspection of School Transportation Vehicles 301-26 – Effective January 1, 2018 \(PDF\)](#)

4204-R-10.00 Annual Inspection

10.01 School districts, charter schools and service providers shall ensure all school transportation vehicles and trailers pursuant to 1 CCR 301-26-R-12.11 have a CDE annual inspection conducted by a CDE certified annual inspector.

10.01(a) Recently purchased school transportation vehicles shall successfully pass a CDE annual inspection prior to transporting students.

Annual Inspections

Annual Inspections

10.02 Annual inspection results shall be documented on the CDE Affidavit of Annual Inspection for School Transportation Vehicles Form (STU-25).

10.02(a) A copy of the current Affidavit is maintained inside the vehicle and a copy is placed in the vehicle file.

10.03 All annual inspection criteria of school transportation vehicles must meet or exceed manufacturer's specifications. The annual inspection shall be documented and shall include at a minimum all fields listed on the CDE Annual Inspection and Preventive Maintenance Requirements Form (STU-26).

10.04 All annual inspection criteria of trailers must meet or exceed manufacturer's specifications and shall include at a minimum all fields listed on the CDE Trailer Annual Inspection and Preventive Maintenance Requirements Form (STU-27).

Annual Inspections - STU-25



COLORADO
Department of Education
School Finance and Operations Division

Affidavit of Annual Inspection for School Transportation Vehicles 2020-2021

Inspecting Site Name _____

Inspecting Site Physical Address _____

Unit # _____ Body _____ Chassis _____ Year _____

Odometer Mileage _____ License Plate # _____

Satisfactory - All items inspected were found to be compliant

Unsatisfactory - not to be used for transporting students until re-inspected

Inspector signature _____ Inspector # _____

Date inspection completed _____

This inspection complies with Colorado Rules for the Operation, Maintenance and Inspection of School Transportation Vehicles, 1 CCR 301-26, and 49 CFR, 396.17 and appendix G.

STU-25 Maintain copy in vehicle and a copy in vehicle file 10.02(a)



COLORADO
Department of Education
School Finance and Operations Division

Affidavit of Annual Inspection for School Transportation Vehicles 2020-2021

Inspecting Site Name _____

Inspecting Site Physical Address _____

Unit # _____ Body _____ Chassis _____ Year _____

Odometer Mileage _____ License Plate # _____

Satisfactory - All items inspected were found to be compliant

Unsatisfactory - not to be used for transporting students until re-inspected

Inspector signature _____ Inspector # _____

Date inspection completed _____

This inspection complies with Colorado Rules for the Operation, Maintenance and Inspection of School Transportation Vehicles, 1 CCR 301-26, and 49 CFR, 396.17 and appendix G.

STU-25 Maintain copy in vehicle and a copy in vehicle file 10.02(a)



Annual Inspections - EDAC



Annual Inspections - STU-26



COLORADO
Department of Education
School Finance and Operations Division

CDE Annual Inspection/Preventive Maintenance Checklist 2020-2021

ALL ITEMS ON THIS CHECKLIST ARE MANDATORY. USE OF THIS SPECIFIC CHECKLIST IS NOT MANDATORY.

Inspection Site: _____

Model Year: _____ Body: _____ Chassis: _____ License Plate: _____

Inspector Number(s): _____ Inspector signature(s): _____

Previous Inspection Odometer: _____ Date: _____ Current Inspection Odometer: _____

Date Inspection Started: _____ Date Inspection Completed: _____ Unit # _____

Annual: _____ PM: _____ * not required for PM *Inspector initials required only for multiple inspectors*

Codes Required	A. Road Test Inspection	Inspect. Initials
	1. Check driver seat and seat belt for proper operation and condition	
	2. Check for steering play and binding. Steering column components	
	3. Check operation of instruments/gauges, indicator lights, warning systems, horns	
	4. Check windshield, mirrors, driver visor and hardware	
	5. Check windshield wiper/washer for proper operation	
	6. Check air system build time (depleted to fully charged) Maximum of 4 minutes	
	7. Check retarder indicator lights, proper function	
	8. Air: Check governor cut in _____ PSI cut out _____ PSI	
	9. Air: Check with fully charged system (full brake application) Observe gauge loss _____ PSI	
	10. Check service brake: pedal free travel, adequate pedal height and reserve, ABS, booster operation (hydraulic) and brake action/operation, wear indicators. (hydraulic and air)	
	11. Perform brake valve check to include parking brake operation Low pressure warning light and buzzer actuate at _____ PSI Park brake sets at _____ PSI	
	12. Check information on registration form: Vin #, License Plate # for consistency	
	13. Pre-inspection Road Test	
Codes	B. Under Hood Inspection	Initials
	1. Cable operation: e-brake, choke, throttle, kill cable, accelerator linkage and return spring	
	2. Inspect all brake, fuel, cooling and lubricant lines, fitting, electrical wiring for proper routing, clamping, signs of chafing, kinking, deterioration or leaks	
	3. Inspect exhaust system components, leakage, mounting, shields	
	4. Inspect compressor, inspect/replace air filter and/or air compressor filter element as needed	
	5. Check windshield washer fluid reservoir for leaks, mounting	
	6. Inspect radiator mounting, core, cap, water pump, fan, clamps, hoses and shutters test and record coolant freeze point _____ (-30F minimum)	
	7. Inspect alternator, tensioner, all drive belts and pulleys for condition and adjust as required	
	8. Check fluid levels, Condition, and inspect for leaks	
	9. Inspect steering column, shaft, clamp bolts, and universal joints	
	10. Inspect power steering system and components, proper mounting, condition	
	11. Check brake master cylinder, fluid for condition, clarity, and proper level (hydraulic)	
Codes	C. Interior Inspection	Initials
	1. Check all heaters, defrosters, interior lighting, and electrical accessories for operation	
	2. Check all glass (windshield, windows and dash) inspect window guides and latches	
	3. Emergency exits: operation, warning devices (buzzer), interlock, operation decals	
	4. Emergency equipment: fire extinguisher, first aid kit, belt cutter, body fluid cleanup kit	
	5. Check triangle reflectors, box mounting and seal	
	6. Check video system, PA system, 2-way radio for operation, child reminder	

Codes: 1 = Inspected 2 = Adjusted 3 = Repaired 4 = Replaced 5 = Rebuilt 6 = Lubricated 7 = N/A



STU-26 Completed copy to be placed in vehicle file. 10.02(a)



Annual Inspections

10.05 During the annual inspection, all four wheels shall be pulled for full inspection of the foundation brake system. The three exceptions are:

10.05(a) School transportation vehicles with less than 4,000 miles since the previous annual inspection shall have two wheels (one front and one rear) pulled different than those pulled for the previous inspection.

10.05(b) School transportation vehicles equipped with a retarder meeting the specifications outlined in 1 CCR 301-25-R-33.00, shall have two wheels (one front and one rear) pulled which are different than those pulled for the previous inspection.

10.05(c) Trailers pursuant to 1 CCR 301-26-R-12.11 shall have 50 percent of the wheels pulled different than those pulled for the previous inspection.

Annual Inspections - Resources

CDE Guides

[2020 CDE Annual Inspection and Maintenance Resource Guide](#)

CDE Annual Inspection

Procedures, Repair Criteria, & Out of Service Criteria

Section A: Pre-Road Test Inspection

Inspection Procedure:	Section A. Road Test Inspection	Out of Service If:
	Repair If:	
11. Parking Brake, Air		
a. Park Brake Check for proper operation and adjustment of park brake as follows: With vehicle stopped, apply park brake. When engine torque is applied by placing transmission selector in "Drive" and "Reverse" (automatic transmission) and accelerating the engine to a fast idle (approximately 1000-1200 RPM), vehicle should not move.	Vehicle moves after speeding up the engine (transmission in gear) with parking brake applied.	Vehicle moves after speeding up the engine (transmission in gear) with parking brake applied. No brakes on the vehicle are applied upon actuation of the parking brake control, including driveline hand controlled parking brakes.

Annual Inspections - CSPTA Resources

[2013 CSPTA Technicians Reference Manual](#)
[\(PDF\)](#) (CSPTA)



SCHOOL TRANSPORTATION EXEMPTIONS IN RESPONSE TO COVID-19

Annual Inspection Requirements

Pursuant to 1 CCR 301-26, rule 10.00 school districts, charter schools, and service providers must ensure that school transportation vehicles have an annual inspection conducted by a CDE certified annual inspector. During the COVID-19 pandemic, it may not be feasible for districts, charter schools, and service providers to perform annual inspections in a timely manner. On March 23, 2020, CDE granted an exemption for annual inspections, extending the annual renewals until August 30, 2020. At this time, CDE is granting a three-month extension past the current annual inspection due date. This exemption replaces and supersedes the exemption provided on March 23, 2020.

For example, a vehicle that had an annual inspection completed in July 2019 would normally be required to complete a new annual inspection no later than July 31, 2020. This exemption would permit a three-month extension to that date requiring that the new annual inspection be completed no later than October 31, 2020.

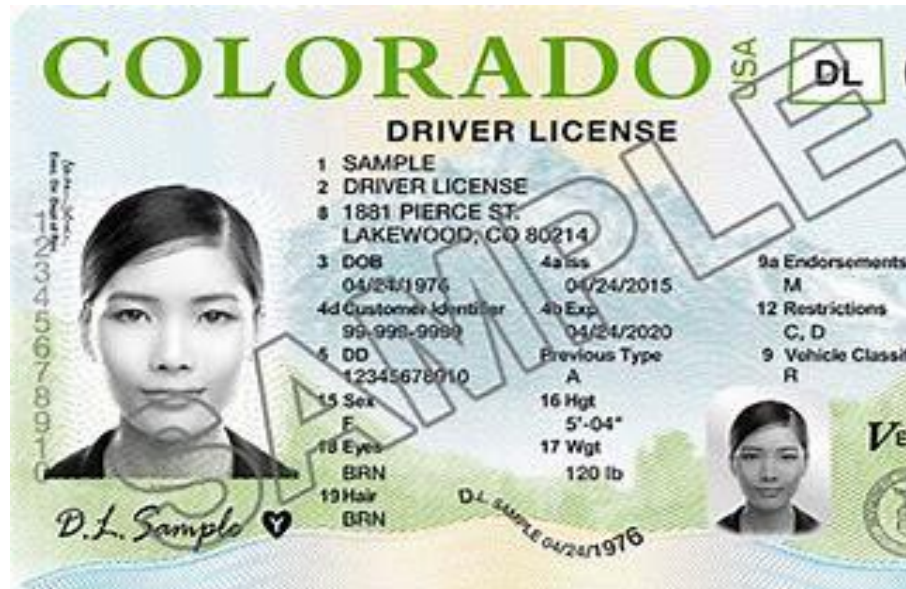
The Annual Inspector Re-Certification Process will remain the same. Annual Inspectors will be required to maintain their certifications to perform annual inspections. If you are an annual inspector and your certification will expire prior to August 30, 2020, contact Fred Stewart at Stewart_f@cde.state.co.us for 303-866-6655 for re-certification testing materials.

Annual Inspector

4204-R-6.00 School Transportation Annual Inspector Requirements

6.01 School transportation annual inspector is a person qualified to perform annual inspections on a school transportation vehicle to confirm the vehicle complies with CDE regulations.

6.02(a) The school transportation annual inspector shall be in possession of a valid driver's license with the proper class and endorsements for the size and type of vehicle(s) to be inspected.



4204-R-6.00 School Transportation Annual Inspector Requirements

6.02(b) The school transportation annual inspector shall provide to the school district or service provider a Brake Inspector Qualification Certificate meeting the requirements of the Federal Motor Carrier Safety Regulations, 49 CFR section 396.25 (2015). Only the Federal Motor Carrier Safety Regulations adopted as of October 1, 2015 apply to this rule; later amendments do not apply. The federal regulations incorporated by reference in this rule are available for public inspection during regular business hours from the Colorado Department of Education, 201 E. Colfax Ave., Denver, Colorado 80209. In addition, these regulations are available at <https://www.ecfr.gov/>.

Found Under Forms on the CDE Transportation Website
[STU-24 CDE Brake Inspector Qualification Certificate \(PDF\)](#)

Annual Inspector Requirements–STU 24



Brake Inspector Qualification Certificate 2020-2021

I, _____ hereby certify that I understand the brake service and inspection tasks assigned me and can competently perform such brake service or inspections by virtue of my training and or experience in compliance with the regulations of the U.S. Department of Transportation for brake inspectors contained in 49 CFR 396.25. I hereby agree to comply with all such regulations governing brake inspections or service.

I am qualified to perform the following brake duties (check all that apply):

- ☐ Inspection
- ☐ Maintenance
- ☐ Repair
- ☐ Service

I have met one or more of the following requirements (check all that apply):

- ☐ Passed CDL air brake knowledge and skills test
- ☐ Successfully completed a State, Federal, Canadian Province or Labor Union apprenticeship program which qualifies me to perform brake inspection or service.
- ☐ One-year brake experience or brake related training or combination thereof in brake maintenance or inspections.
- ☐ One-year experience in performing brake maintenance or inspections at a commercial garage, fleet leasing company, motor carrier maintenance program or similar facility.

_____ Signature of Brake Inspector		_____ Date
_____ CDL License No.	_____ Class/Endorsements	_____ Expiration

I, hereby certify that _____
has met the requirements for a qualified brake inspector to perform the assigned brake maintenance task in compliance with the regulation of the U.S. Department of Transportation for the qualification of brake inspectors contained 49 CFR 396.25.

_____ Signature of District/Site Supervisor	_____ Date
--	---------------

STU-24 To be maintained in the district/inspection site Inspector Qualification File



4204-R-6.00 School Transportation Annual Inspector Requirements

6.02(c) The school transportation annual inspector shall have at least two years verifiable experience in the maintenance of light, medium or heavy-duty vehicles.

Found Under Forms on the CDE Transportation Website

Down the Page Under - Fleet

[Work Experience Doc](#)

Annual Inspector Requirements–Work Document

STATEMENT OF WORK EXPERIENCE

I _____ do hereby certify that
_____ meets the requirements set forth by CDE,
for two years work experience in the inspection and maintenance and repair of light,
medium, or heavy duty vehicles.

Signature - Technician _____

Signature – Supervisor _____

4204-R-6.00 School Transportation Annual Inspector Requirements

6.02(d) The school transportation annual inspector shall successfully pass the CDE initial hands-on performance test.



Annual Inspector Hands On Performance
Test Score Sheet

Applicant Name		Hands-on Test Date	Test Score
CDL (with 'P' endorsement) Yes No	Brake Inspect Qual. Date	Written Test Date	Test Score
Applicants Inspecting Site Name			
Test Site (if different than Inspecting Site)			Test Unit ID
Vehicle Type A B C D Multifunction Small Vehicle		Vehicle Description (Body, Chassis, Year)	
Passing - 2 or less defects per line in 1st column - 3 or less per line in 2nd column or a total of 10 or more to fail			
Air or Hydraulic Brakes Inside brake checks 1 2 3 Brake valves check 1 2 3 Under the bus checks 1 2 3 Under hood checks 1 2 3 Foundation checks 1 2 3 Brake adjustment 1 2 3		Identification & Body Lettering & paint 1 2 3 4 Body interior 1 2 3 4 Body exterior 1 2 3 4	
Exhaust Hangers and shields 1 2 3 Muffler, manifold, turbo 1 2 3 exhaust pipe (tailpipe & header) 1 2 3		Emergency Equipment Emergency reflectors 1 2 3 4 Fire extinguisher 1 2 3 4 First aid kit(s) 1 2 3 4 Body fluid kit 1 2 3 4	
Steering & Suspension Steering components 1 2 3 Suspension system 1 2 3		Fuel Systems Fuel Tank 1 2 3 4 Fuel lines & filters 1 2 3 4 System leaks 1 2 3 4	
Tires & Wheels Tread depth & inflation 1 2 3 Tire matching 1 2 3 Tire & wheel condition 1 2 3		Lighting Switches 1 2 3 4 8-light system 1 2 3 4 Lights 1 2 3 4	
Emergency Exits and Doors Alarms 1 2 3 Ignition interlock 1 2 3 Emergency exits 1 2 3		Special Needs Equipment (if equipped) 1 2 3 4	
General Inspection Knowledge <input type="checkbox"/> Use of proper tools <input type="checkbox"/> Works in safe manner <input type="checkbox"/> General knowledge of systems			
Comments			Hands On Test Pass Fail (Circle One)

Third Party Tester's Signature _____ Number _____
 Applicant's Signature _____



4204-R-6.00 School Transportation Annual Inspector Requirements

6.02(e) The school transportation annual inspector shall successfully pass the CDE annual inspector qualification written test initially, and every three years thereafter pass the CDE annual inspector recertification written test.



COLORADO
Department of Education
School Finance and Operations Division

CDE Annual Inspector Qualification and Recertification Test Answer Sheet

Name _____ Date _____

Graded by _____ Test # _____

Passing grade for all tests is 90%

- | | | | |
|------------------------|------------------------|------------------------|-------------------------|
| 1 [A] [B] [C] [D] [E] | 26 [A] [B] [C] [D] [E] | 51 [A] [B] [C] [D] [E] | 76 [A] [B] [C] [D] [E] |
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| 5 [A] [B] [C] [D] [E] | 30 [A] [B] [C] [D] [E] | 55 [A] [B] [C] [D] [E] | 80 [A] [B] [C] [D] [E] |
| 6 [A] [B] [C] [D] [E] | 31 [A] [B] [C] [D] [E] | 56 [A] [B] [C] [D] [E] | 81 [A] [B] [C] [D] [E] |
| 7 [A] [B] [C] [D] [E] | 32 [A] [B] [C] [D] [E] | 57 [A] [B] [C] [D] [E] | 82 [A] [B] [C] [D] [E] |
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| 13 [A] [B] [C] [D] [E] | 38 [A] [B] [C] [D] [E] | 63 [A] [B] [C] [D] [E] | 88 [A] [B] [C] [D] [E] |
| 14 [A] [B] [C] [D] [E] | 39 [A] [B] [C] [D] [E] | 64 [A] [B] [C] [D] [E] | 89 [A] [B] [C] [D] [E] |
| 15 [A] [B] [C] [D] [E] | 40 [A] [B] [C] [D] [E] | 65 [A] [B] [C] [D] [E] | 90 [A] [B] [C] [D] [E] |
| 16 [A] [B] [C] [D] [E] | 41 [A] [B] [C] [D] [E] | 66 [A] [B] [C] [D] [E] | 91 [A] [B] [C] [D] [E] |
| 17 [A] [B] [C] [D] [E] | 42 [A] [B] [C] [D] [E] | 67 [A] [B] [C] [D] [E] | 92 [A] [B] [C] [D] [E] |
| 18 [A] [B] [C] [D] [E] | 43 [A] [B] [C] [D] [E] | 68 [A] [B] [C] [D] [E] | 93 [A] [B] [C] [D] [E] |
| 19 [A] [B] [C] [D] [E] | 44 [A] [B] [C] [D] [E] | 69 [A] [B] [C] [D] [E] | 94 [A] [B] [C] [D] [E] |
| 20 [A] [B] [C] [D] [E] | 45 [A] [B] [C] [D] [E] | 70 [A] [B] [C] [D] [E] | 95 [A] [B] [C] [D] [E] |
| 21 [A] [B] [C] [D] [E] | 46 [A] [B] [C] [D] [E] | 71 [A] [B] [C] [D] [E] | 96 [A] [B] [C] [D] [E] |
| 22 [A] [B] [C] [D] [E] | 47 [A] [B] [C] [D] [E] | 72 [A] [B] [C] [D] [E] | 97 [A] [B] [C] [D] [E] |
| 23 [A] [B] [C] [D] [E] | 48 [A] [B] [C] [D] [E] | 73 [A] [B] [C] [D] [E] | 98 [A] [B] [C] [D] [E] |
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| 25 [A] [B] [C] [D] [E] | 50 [A] [B] [C] [D] [E] | 75 [A] [B] [C] [D] [E] | 100 [A] [B] [C] [D] [E] |



Annual Inspector Hands on Tester

4204-R-7.00 Annual Inspector Hands-On Tester

7.01 School transportation annual inspector hands-on tester is a person qualified to proctor hands-on tests to annual inspector candidates.

7.02 School transportation annual inspector hands-on testers shall meet or exceed the following requirements:

7.02(a) The school transportation annual inspector hands-on tester shall have maintained a CDE Annual Inspector certificate for a minimum of two years.

7.02(b) The school transportation annual inspector hands-on tester shall have satisfactorily completed a four-hour CDE school transportation annual inspector hands-on tester training.

7.02 (c) The school transportation annual inspector hands-on testers shall have completed a four-hour brake training in the last three years or have maintained an ASE School Bus or Medium/Heavy Duty Truck or Transit Bus Brake Certification.

4204-R-7.00 Annual Inspector Hands-On Tester

7.02(d) The school transportation annual inspector hands-on tester candidate shall submit a CDE Application for Certification or Recertification of CDE Annual Inspector Hands-On Tester Form (STU-30) verifying that the above criteria have been satisfied. CDE will issue an Annual Inspector Hands-On Tester Certificate.

7.02(e) The school transportation annual inspector hands-on tester shall conduct at least two hands-on tests every three years or attend a CDE school transportation annual inspector hands-on recertification training to recertify as a school transportation annual inspector hands-on tester.

Annual Inspector Hands-On Tester – STU 30



Application for Qualification/Recertification of Annual Inspector Hands-On Tester 2020-2021

Name of Applicant _____ Phone _____
(Please Print)
Hands-On Tester # _____ Annual Inspector # _____
Mailing Address _____ City _____
Email Address _____ Zip Code _____
Name of Inspection Site _____ Phone _____

Please initial or check each box that the applicant has completed for Qualification or Recertification

1. _____ The school transportation annual inspector hands-on tester shall have maintained a CDE Annual Inspector Certificate for a minimum of two years 7.02(a)
Date of initial Annual Inspector Qualification _____
2. _____ The school transportation annual inspector hands-on tester shall have satisfactorily completed a four hour CDE school transportation annual inspector hands-on tester training 7.02(b)
Date of Training _____ (qualification only)
3. _____ The school transportation annual inspector hands-on testers shall have completed a four hour brake training in the last three years
Date of Training _____
or
_____ The school transportation annual inspector hands-on tester shall maintain an ASE School Bus or Medium/Heavy Duty Truck or Transit Bus Brake Certification per 7.02(c)
Date of Certification _____
4. _____ The school transportation annual inspector hands-on tester shall conduct at least two hands-on tests Every three years per 7.02(e) or
_____ The school transportation annual inspector hands-on tester shall have satisfactorily completed a four hour CDE school transportation annual inspector hands-on tester Recertification training per 7.02(e).
Date of Training _____ (recertification only)

I hereby verify that I have completed all of the above requirements and have documentation of the above requirements in a Hands-On Tester Qualification File. I request that CDE issue the Annual Inspector Hands-On Tester Certificate/Recertification Certificate.

(Signature) _____ (Date)

=====

For CDE use only _____
(Date certificate/recertification issued) (Inspector number issued)

STU-30 Maintain in the Hands-On Tester Qualification File 7.00



Pre-Trip and Post-Trip Inspections

4204-R-8.00 Pre-Trip and Post-Trip Inspections

[Colorado Rules for the Operation, Maintenance and Inspection of School Transportation Vehicles 301-26 – Effective January 1, 2018 \(PDF\)](#)

8.01 Each school transportation vehicle shall have a daily pre-trip and post-trip inspection performed and documented by the school transportation vehicle operator or a district, charter school or service provider authorized transportation employee. A daily pre-trip inspection shall be completed prior to a vehicle being placed in service. A daily post-trip inspection shall be completed at the end of daily operation of each vehicle.

4204-R-8.00 Pre-Trip and Post-Trip Inspections

8.02 The pre-trip and post-trip inspection requirements for school transportation vehicles, other than small vehicles, shall include at a minimum all items listed on the CDE School Transportation Vehicle (School Bus/Multifunction Bus/Motor Coach Bus) – Pre-Trip and Post Trip Requirements Form (STU-9).



Pre-Trip and Post-Trip Inspections – STU 9



School Transportation Vehicle (School Bus) Pre-Trip and Post Trip Requirements (STU 9) 2020-2021

ALL ITEMS ON THIS CHECKLIST ARE MANDATORY.

USE OF THIS SPECIFIC CHECKLIST IS NOT MANDATORY.

"Per 1 CCR 301-26, 4204-R-8.02 The pre-trip and post-trip inspection requirements for school transportation vehicles, other than small vehicles, shall include at a minimum all items listed on the CDE School Transportation Vehicle (School Bus) Pre-Trip and Post Trip Requirements (STU-9) Form."

<i>Front of Vehicle</i>	<i>Side of Vehicle</i>	<i>In Cab</i>	<i>Passenger Items</i>
Light Lens Condition	Light Lens Condition	Safety Belt	Steps
<i>Engine Compartment</i>	Reflectors	Fire Extinguisher	Handrail
Oil Level	<i>Driver/Fuel Area</i>	Electrical Fuses	Step Light
Coolant Level	Door	Triangles	Lift
Power Steering Fluid	Mirror	Safe Start	Seating Secured
Water Pump	Fuel Tank	ABS	
Belt or Gear	Fuel Leaks	Temperature Gauge	<i>Post-Trip</i>
Alternator	Fuel Cap	Oil Pressure Gauge	Student Check
Belt or Gear	<i>Under Vehicle</i>	Voltmeter Gauge	Walk Around
Air Compressor	Drive Shaft	Air Gauge	Articles left on the Bus
Belt or Gear	Exhaust System	Left Turn Signal	Open windows/doors
Leaks	Frame	Right Turn Signal	Damage Vandalism
Hoses	<i>Suspension</i>	Hazard Lights	Mechanical Problems
<i>Steering</i>	Springs	Headlights	Operational Problems
Box	Spring Mount(s)	High Beams	
Hoses	Shock(s)	Horn	
Pitman Arm	U-Bolts	Heater(s)	
Drag Link	Air Bag	Defroster	
<i>Front/Rear Brakes</i>	Air Bag Mount	Mirrors	
Slack Adjustor	<i>Wheels</i>	Windshield	
Brake Chamber	Rim	Wipers	
Brake Hose or Line	Lug Nuts	Washers	
Drum or Disk	Axle Hub Oil Seal	Parking Brake	
Linings or Pads	Spacers	Service Brake	
<i>Tires</i>	<i>Rear of Vehicle</i>	Dome Lights	
Inflation	Light Lens Condition	Emergency Door Alarm	
Condition	Reflectors	Emergency Window Alarm	
Depth	Splash Guard	Emergency Kit	
<i>Exterior Lights</i>	Emergency Door	Body Fluid Kit	
Clearance	<i>Air Brake Check</i>	Seat Belt Cutter	
Hazard	*1 Compressor	Student Mirror	
Turn Signals	*2 System Leaks	Communications	
Overhead Amber	*3 Low Air Warning		
Overhead Red	*4 Valve Set or Hydraulic Brake Check		
Stop Arm (including operation)			* If No Air Brakes Line Out Components
Brake			
Tail			

4204-R-8.00 Pre-Trip and Post-Trip Inspections

8.03 The pre-trip and post-trip inspection requirements for school transportation small vehicles shall include at a minimum all items listed on the CDE School Transportation Vehicle (Small Vehicle) – Pre-Trip and Post Trip Requirements Form (STU-8).



Pre-Trip and Post-Trip Inspections – STU 8



COLORADO
Department of Education
School Finance and Operations Division

School Transportation Vehicle (Small Vehicle) Pre-Trip and Post Trip Requirements (STU 8) 2020-2021

ALL ITEMS ON THIS CHECKLIST ARE MANDATORY.

USE OF THIS SPECIFIC CHECKLIST IS NOT MANDATORY.

"Per 1 CCR 301-26, 4204-R-8.03 The pre-trip and post-trip inspection requirements for small vehicles, shall include at a minimum all items listed on the CDE School Transportation Vehicle (Small Vehicle) Pre-Trip and Post Trip Requirements (STU-8) Form."

<i>Front of Vehicle</i>	<i>Rear of Vehicle</i>	<i>In Cab - continued</i>	<i>Post-Trip</i>
Light Lens Condition	Light Lens Condition	Service Brake	Student Check
<i>Engine Compartment</i>	Doors	Dome Lights	Walk Around
Oil Level	Tailpipe/Muffler	Emergency Kit	Articles left on the Bus
Coolant Level	<i>In Cab</i>	Body Fluid Kit	Open windows/doors
Power Steering Fluid	Safety Belt	Communications	Damage Vandalism
Fan Belt(s)	Triangles	Seat Belt Cutter	Mechanical Problems
	ABS		Operational Problems
	Temperature Gauge		
<i>Tire</i>	Oil Pressure Gauge		
Inflation	Voltmeter Gauge		
Condition	Left Turn Signal		
Depth	Right Turn Signal		
<i>Exterior Lights</i>	Hazard Lights		
Hazard	Headlights		
Turn Signals	High Beams		
Brake	Horn		
Reverse Lights	Heater(s)		
<i>Driver/Fuel Area</i>	Defroster		
Door	Mirrors		
Mirror	Windshield		
Fuel Tank	Wipers		
Fuel Leaks	Washers		
Fuel Cap	Parking Brake		
Trailer			
<i>Tire</i>	<i>Other Equipment</i>	<i>Load</i>	<i>Post-Trip</i>
Inflation	Hitch/Receiver	Load Securement	Walk Around
Condition	Coupler	Load Distribution	Damage Vandalism
Depth	Draw Bar	<i>Brakes</i>	Mechanical Problems
<i>Exterior Lights</i>	Electrical Plug and Cable	Controller	
Clearance	Jack/Tongue Support	Break-away	
Hazard	Safety Chains	<i>Wheels</i>	
Turn Signals	Mirror Extensions	Lug Nuts	
Brake		Axle Hub Oil Seal	

4204-R-8.00 Pre-Trip and Post-Trip Inspections

- 8.04 School districts and service providers shall have a procedure in place to verify that students are not left on an unattended school transportation vehicle.



Inspection Site Certification

4204-R-9.00 Inspection Site Certification

9.01 A CDE Inspection Site Certificate is required at each facility/location where annual inspections for school transportation vehicles are performed.

9.02 The inspection site shall meet or exceed the following criteria to acquire and maintain an inspection site certificate.

9.02(a) The inspection site shall be large enough to accommodate the vehicle, equipment and tools necessary to perform the inspection.

9.02(b) The inspection site shall have a floor surface or pad adequate to safely support the maximum weight of the largest vehicle to be inspected.

9.02(c) The inspection site shall have adequate lighting and ventilation.

9.02(d) The inspection site or inspector shall, at the time of inspection, have the equipment and tools necessary to properly complete the annual inspection.

9.02(e) The inspection site or inspector shall have tools designed and calibrated to take accurate readings of appropriate measurements, such as brakes and tires.

4204-R-9.00 Inspection Site Certification

9.03 The operator of an inspection site shall submit a request for an inspection site certificate on the CDE Application for Inspecting Site Certification Form (STU-22) that the above criteria have been satisfied.

9.04 The operator of an inspection site shall post the CDE Inspection Site Certificate at the inspection site.

Inspection Site Certification – STU 22



Application for Inspecting Site Certification 2020-2021

Name of Inspecting Site _____
(Please print)
Mailing Address _____ City _____ Zip _____
Site Physical Address (if different from mailing address) _____
Contact Person _____ Phone _____ Email _____

This is a request to be affirmed as an inspecting site to conduct the CDE annual inspection. This site meets the requirements for facilities and equipment as stipulated in the Colorado Rules for the Operation, Maintenance and Inspection of School Transportation Vehicles, 1 CCR 301-26, 4204-R-9.00

Please initial each item to show compliance

Facilities

Facility needed by the inspecting site to perform vehicle inspections

- _____ Large enough to accommodate vehicle, equipment, and tools necessary to perform the inspection 9.02(a)
_____ Floor surface/pad adequate to safely support the maximum weight of the largest vehicle to be inspected 9.02(b)
_____ Adequate lighting and ventilation 9.02(c)

Equipment

- _____ The inspection site or inspector shall, at the time of inspection, have the equipment and tools necessary to properly complete the annual inspection 9.02(d)
_____ The inspection site or inspector shall have tools designed and calibrated to take accurate readings of appropriate measurements, such as brakes and tires 9.02(e)

I hereby certify that _____ inspecting site will comply with the Colorado Rules for the Operation, Maintenance and Inspection of School Transportation Vehicles, 1 CCR 301-26, 4204-R-9.00. It is understood that failure to comply with the requirements of these rules will result in the revocation and/or suspension of the certificate of authorization.

(Inspecting Site Supervisor PLEASE PRINT)

(Inspecting Site Supervisor Signature)

(Date)

Submit copy to CDE Transportation Unit, 201 East Colfax Avenue, Room 209, Denver, CO 80203

For CDE use only

(Application Approved)

(Certificate Issued)

(Date)

STU-22 Maintain copy in district/charter school/service provider transportation files
The district or service provider shall post the CDE Inspection Site Certificate at the inspection site 9.04.



Maintenance and Repairs

4204-R-11.00 Maintenance and Repair

[Colorado Rules for the Operation, Maintenance and Inspection of School Transportation Vehicles 301-26 – Effective January 1, 2018 \(PDF\)](#)

11.01 School districts, charter schools and service providers **must ensure** all school transportation vehicles are systematically inspected, maintained and repaired to ensure that school transportation vehicles are in safe and proper operating condition.

11.03 School districts, charter schools and service providers **shall maintain separate files** for each school transportation vehicle with documentation of **all** annual inspections, **all** preventative maintenance and **all** reported damage, defects or deficiencies and the corresponding repair and maintenance performed.

Maintenance and Repair



11.04 Any identified damage, defect or deficiency of a school transportation vehicle must be reported to the school district, charter schools or service provider which:

11.04(a) Could affect the safety of operation of the school transportation vehicle, or

11.04(b) Could result in a mechanical breakdown of the school transportation vehicle, or

11.04(c) Results in noncompliance with Colorado Minimum Standards Governing School Transportation Vehicles (1 CCR 301-25) and/or manufacturer's specifications.

Maintenance and Repair



11.05 Documentation for reported defects **must include** all of the following:

11.05(a) The name of the school district, charter school or service provider.

11.05(b) Date and time the report was submitted.

11.05(c) All damage, defects or deficiencies of the school transportation vehicle.

11.05(d) The name of the individual who prepared the report.

Maintenance and Repair - Form

School District/Service Provider

VEHICLE DEFICIENCY REPORT

Vehicle# _____ Driver's Name _____

Odometer _____ Date _____ Time _____ AM PM

CHECK BOX FOR DEFECT & DESCRIBE IN REMARKS SECTION

Engine Compartment

- ☐ Leaks
- ☐ Fluid Levels
- ☐ Engine components
- ☐ Belts/Hoses
- ☐ Transmission
- ☐ Steering components

Under Vehicle

- ☐ Suspension components
- ☐ Brake components
- ☐ Exhaust system
- ☐ Driveshaft
- ☐ Frame
- ☐ Fuel Tank/Cap/Leaks
- ☐ Splash guards

Exterior

- ☐ Lights/Lens/Reflectors
- ☐ Stop Arm
- ☐ Service Door
- ☐ Mirrors/ Mounts
- ☐ Tires- I/C/D
- ☐ Wheels/Lugs
- ☐ Hubs
- ☐ Batteries/Wiring
- ☐ Damage

Interior-Passengers

- ☐ Steps/Aisle/Handrail
- ☐ Seats
- ☐ Windows
- ☐ Emerg. Exits/Alarms
- ☐ W/C Lift

In-Cab

- ☐ Emerg. Equip.
- ☐ Mirror Adjustment
- ☐ Wipers/Washers
- ☐ Windshield
- ☐ Heater/Defroster
- ☐ Switches/Accessories
- ☐ Step/Interior Lights
- ☐ Seat Belt(s)
- ☐ Driver's Seat
- ☐ Gauges
- ☐ Indicators
- ☐ Horn
- ☐ Air Brake Checks
- ☐ Service Brake
- ☐ Park Brake
- ☐ 2-way Radio

☐ Other Mechanical or Operational Problems _____

REMARKS: _____

☐ Above Defect(s) Corrected

☐ Above Repairs Deferred. **BUS IS SAFE TO TRANSPORT STUDENTS.**

Mechanic's Signature _____ Date _____

☐ Deferred Defect(s) Repaired

Mechanic's Signature _____ Date _____

WORK ORDER# _____



Maintenance and Repair



11.06 Following a reported damage, defect or deficiency of a school transportation vehicle, school districts, charter schools and service providers or a representative agent must repair the reported damage, defects or deficiencies, or document that no repair is necessary, ensuring that the vehicle is in safe and proper operating condition prior to transporting students.

11.07 School districts, charter schools and service providers shall not transport students in a school transportation vehicle which is not in safe and proper operating condition. A school transportation vehicle shall be designated as “out-of-service” by a school district, charter schools or service provider, a school transportation annual inspector or the CDE School Transportation Unit

11.07(a) Exemption - Any school transportation vehicle discovered to be in an unsafe condition while being operated on the highway, roadway or private road may be continued in operation only to the nearest place where repairs can safely be affected. Such operation shall be conducted only if it is less hazardous to the public than to permit the vehicle to remain on the highway, roadway or private road.

Maintenance and Repair - Form

UNIT NUMBER _____ STATUS _____ REPAIR ORDER NUMBER _____

REPAIR ORDER

DATE PLACED OUT OF SERVICE: _____ DATE PUT BACK IN SERVICE: _____

ODOMETER READING: _____ TEST DRIVE MILEAGE:
BEGINNING: _____ ENDING: _____

REASON FOR REPAIR:

PM ☐ DRIVER REPORT ☐ ROADCALL ☐ OTHER _____

LABOR

1.Defect: _____ Cause: _____

Correction: _____

Technician: _____ Date: _____ Repair Time: _____

2.Defect: _____ Cause: _____

Correction: _____

Technician: _____ Date: _____ Repair Time: _____

3.Defect: _____ Cause: _____

Correction: _____

Technician: _____ Date: _____ Repair Time: _____

4.Defect: _____ Cause: _____

Correction: _____

Technician: _____ Date: _____ Repair Time: _____

PARTS

Qty	Part Number	Part Description	Price

I certify that the repairs were made in accordance with CDE, DOT, and School District regulations.

TECHNICIAN'S SIGNATURE: _____ DATE: _____ TIME: _____ AM_ PM_



Maintenance and Repair



11.08 Following a school transportation vehicle being placed “out-of-service”, a school district, charter school, service provider or a representative agent must make required repairs, ensuring that the vehicle is in safe and proper operating condition prior to transporting students. In the event of being placed “out-of-service” during an annual inspection, the school transportation vehicle must successfully pass a CDE annual inspection prior to transporting students.

Maintenance and Repair PM

11.09 The preventative maintenance inspection on air drum brake systems shall include, at a minimum, that the brake rod travel has been measured and documented. The applied pressure method shall be used. 11.09(a) The inspection interval shall not exceed 4,000 miles for buses equipped with a manual slack adjuster air brake system.

11.09(b) The inspection interval shall not exceed 6,000 miles for buses equipped with an automatic slack adjuster air brake system.

11.10 The preventive maintenance inspection interval on air disc brake systems shall not exceed 6,000 miles and shall include, at a minimum; inspection and documentation of:

11.10(a) Inspect the pad thickness by checking the mechanical wear indicators.

11.10(b) Inspect the visible part of the rotors for cracks, excessive wear, damage, etc.

11.10(c) Inspect running clearance. If the caliper has no movement or appears to move greater than the distances indicated by the manufacturer, then a full wheel removal inspection will be necessary.

Maintenance and Repair PM

11.11 The preventive maintenance inspection interval for hydraulic brake systems shall not exceed 6,000 miles and shall include, at a minimum, inspection and documentation of:

- 11.11(a) Proper parking brake operation.
- 11.11(b) Proper brake fluid level and clarity.
- 11.11(c) Adequate pedal reserve.
- 11.11(d) Proper hydraulic/vacuum assist operation.
- 11.11(e) Visual inspection for brake fluid leakage.

Maintenance and Repair



11.12 If brake adjustment or repair is needed, the work shall be completed by or supervised by a DOT or equivalent qualified brake inspector meeting the requirements of the Federal Motor Carrier Safety Regulations, 49 CFR section 396.25 (2015). Only the Federal Motor Carrier Safety Regulations adopted as of October 1, 2015 apply to this rule; later amendments do not apply. The federal regulations incorporated by reference in this rule are available for public inspection during regular business hours from the Colorado Department of Education, 201 E. Colfax Ave., Denver, Colorado 80209. In addition, these regulations are available at <https://www.ecfr.gov/>.

Maintenance and Repair PM - Form

Vehicle # _____ Preventive Maintenance Report Date _____
Mileage _____ License Plate #. _____ Inspector Signature _____

Components to be Inspected

Brake System Air ☐ Hydraulic ☐

Air Disc Brake System Checks

Air Disc Brake Rotor Inspection ☐ Mechanical wear indicator Inspection ☐ Running Clearance Inspection ☐

Air Drum Brake System Checks

Air Drum Brake Rod Travel RF _____ LF _____ RR _____ LR _____

Additional Air Brake System Checks

Governor: Cut-in PSI _____ Cut-out PSI _____ Warning Lamp & Buzzer Operation ☐

Application Test ☐ Check Valve Test ☐ SR-1 Valve Test ☐ Park brake Test ☐ Service Brake Test ☐

Hydraulic Brake System Checks

Master cylinder Fluid Level and Clarity ☐ Inspect for Brake Fluid Leakage ☐

Adequate pedal reserve ☐ Proper Hydraulic/Vacuum Assist Operation ☐ Parking Brake Operation ☐

|

2020 CDE Annual Inspection and Maintenance Resource Guide



COLORADO

Department of Education

School Finance and Operations Division

Annual Inspection and Maintenance Resource Guide

May 2020

SCHOOL TRANSPORTATION UNIT
201 East Colfax Avenue, Denver, CO 80203
303-866-6655 / 303-866-6656

<http://www.cde.state.co.us/transportation>



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Chart E-3. Air Brake Adjustment Chart

AIR BRAKE ADJUSTMENT CHART	
Chamber Type	Maximum Legal Stroke
12	1 3/8 inches
16	1 3/4 inches
24	1 3/4 inches
30	2 inches

Colorado Racking Test and Kentucky Pole Test

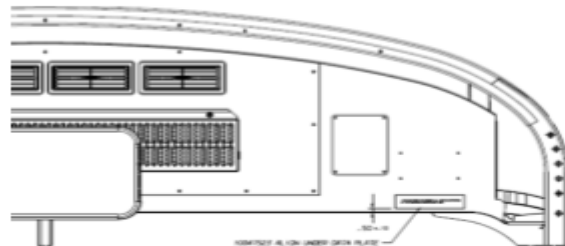
Bluebird:

All Type C and D models of bluebird buses 1982 and newer meet the rack and load requirements. Micro Birds manufactured by Blue Bird between 1982 and 2009, inclusive, also meet the rack and load requirements. Buses built prior to 1982 will need to be verified by contacting the local dealer with the vehicle body # or VIN number.

Certification Decal Example below.

This bus is manufactured in compliance with
COLORADO MINIMUM STANDARDS
GOVERNING SCHOOL TRANSPORTATION
VEHICLES in effect on the date of manufacture.

Location: Right hand side of the front bulkhead,
below the FMVSS Certification Label





Wednesday, July 29,2020

Operation Rules

Maximum Driving Time

Authorized Passengers

Operation of a School transportation Vehicle

Safety Restraints

Rout Planning

Bus Stops

Railroad Crossings

Evacuations

Additional Trainings

CDE Guidelines

CDE Exemptions

Entry Level Driver Training Materials

