



Michigan Department of Education
August 2024

New Bus Cost Worksheet

Use this form to calculate the cost of new black and yellow buses added to your fleet to be entered in the School Bus Inventory System (SBIS) on the School Bus Inventory Report (SE-4107).

School District Information

Legal Name of School District

District Code No.

Address

City

Zip Code

Date

District Telephone No.

Email Address

Form Instructions

The following list describes what must be included in each form field:

- Bus Number.
- Engine Number: The Vehicle Identification Number (VIN).
- Base Cost of Bus: The body and chassis.
- Cost Optional Equipment: Utilize Optional Equipment table below. Any optional equipment not on table requires MDE prior approval.
- Interest: Any interest charges for financing the bus.
- Total Cost: The sum of the base cost, optional equipment, and interest.
- Deduction: Amount received from the sale of the bus being replaced, if applicable. This line must also include any third-party funds used to purchase bus, if applicable (GSRP, ESSER, etc.).
- Amount to be Amortized in SBIS: The total cost of the bus, minus any deductions if applicable. Enter this amount in the Cost column on the SE-4107.
- Amortization Type to be Selected in SBIS: Please refer to pages 8-9 of the [School Bus Inventory Report](#) Instructions for more information on available amortization types to select from.



New Bus Cost Worksheet

The amortization amounts calculated in this form must be entered in the [School Bus Inventory System \(SBIS\)](#) in the cost column of the SE-4107 Preliminary Report.

Bus Number

Engine No. (VIN)

| | |
|---|--|
| Base Cost of Bus | |
| Total Cost of Optional Equipment (see below): + | |
| Interest: + | |
| Total Cost: = | |
| Deduction: - | |
| Amount to be Amortized in SBIS: = | |
| Amortization Type to be selected in SBIS | |

Enter amount(s) of applicable optional equipment below.

| Optional Equipment | Amount |
|---|--------|
| Air Conditioning | |
| Back-up Audio Alarm | |
| Bus Crossing Arm | |
| Electronic Communication | |
| External (Pass-by) Camera System | |
| Internal (passenger Monitor) Camera System | |
| Internal Camera System with Forward Facing Camera | |
| Passenger Restraints (temporary/permanent) | |
| Rear-facing Stop Arm | |
| Two-way Radio Communication | |
| Wheelchair Lift | |
| Other Equipment (MDE Approval Required) | |
| Total Cost of Optional Equipment | |

Direct questions to Troy Hansbarger at hansbargert@michigan.gov or Alejandro Trevino at trevinoa3@michigan.gov.