

# Revised 2004 Florida School Bus Check-in and Pre-delivery Inspection Form

NOTE: When completed, please return to the Florida Dept of Education, 325 W. Gaines St., Suite 1114, Tallahassee, FL 32399-0400, ATTN: Mike Starzinski

District: \_\_\_\_\_ Local Bus #: \_\_\_\_\_ Date Rec'd.: \_\_\_\_\_ Shop Location: \_\_\_\_\_

Bus Type: [ A ] [ B ] [ C ] [ D(Front Engine) ] [ D(Rear Engine) ] Shell Seating Capacity: \_\_\_\_\_ Equipped Seating Capacity: \_\_\_\_\_ Wheelchair Capacity: \_\_\_\_\_

Chassis Mfr.: \_\_\_\_\_ Chassis Model: \_\_\_\_\_ Chassis Build Date: \_\_\_\_\_ Chassis VIN: \_\_\_\_\_

Eng. Model: \_\_\_\_\_ Eng. S/N: \_\_\_\_\_ Trans Model: \_\_\_\_\_ Trans S/N: \_\_\_\_\_

Body Mfr.: \_\_\_\_\_ Body Model: \_\_\_\_\_ Body S/N: \_\_\_\_\_ Fuel Type: \_\_\_\_\_

Bus In Service Date: \_\_\_\_\_ Lift: Yes / No Lift Mfr.: \_\_\_\_\_ Lift Model: \_\_\_\_\_ Lift S/N: \_\_\_\_\_

Bus In Service Mileage: \_\_\_\_\_ A/C: Yes / No A/C Mfr.: \_\_\_\_\_ Evap. S/N: \_\_\_\_\_ Comp. S/N: \_\_\_\_\_

**STATUS:**      ✓ = OK      X = Malfunction (but Meets Specs)      O = Does Not Meet Specs      N/A = Not Applicable

Status Code	INSPECTION ITEMS	COMMENTS (Note Specific deficiencies)	2004 FLORIDA SPECIFICATION MANUAL: PAGE #	MECH INIT.
<b>A. INSIDE BUS</b>				
	1. <b>Emergency Equipment</b> - Fire Ext. (press., tag, mount), First Aid Kit, Body Fluid Cleanup Kit, Reflectors.		III-3, 10, & 13	
	2. <b>Registration, Insurance Card</b>		N/A	
	3. <b>Neutral Safety Switch, Shifter</b>		N/A	
	4. <b>Engine Controls</b> - Key Switch, Accelerator, Engine Shutdown.		II-5	
	5. <b>Gauges, Indicators &amp; Dash Lights, Engine Warning Lights, and Buzzers.</b>		II-4, 5, & 7 III-21	
	6. <b>Air Brake System</b> - Gauge(s), Build-Up, Governor, Park Brake, Adjustment, Air Leaks, Low Air Warning, PP-1 Pop-Off, Pedal.		II-3 & 4	
	7. <b>Hydraulic Brake System</b> - Warning Light, Gauge, Pedal, Travel & Fade, Power Assist, Park Brake.		II-3	
	8. <b>Windshield Wipers &amp; Washers</b> - Operation, Park, Blades.		III-22	
	9. <b>Heaters, Defrosters, External Dash Fan(s) – Noise Abatement switch.</b>		III-7, III-9	
	9. <b>Heaters, Defrosters, External Dash Fan(s).</b>		III-6	
	10. <b>Dome &amp; Step Well Lights</b>		III-8 & 10	
	11. <b>Service Door</b> - Operation, Control, and Overhead Pad.		III-19, IV-13	
	12. <b>Horn(s)</b>		II-7	
	13. <b>Mirror Adjustment, Condition</b> - Rearview, Convex, Interior.		III-15, & 16	

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CODE	A. INSIDE BUS (Continued)	COMMENTS	PAGE	INIT
	14. <b>Driver's Seat and Seat Belt</b>		III-4	
	15. <b>Passenger Seats</b> - Frames, Mounting, Pads, Cuts, Bottoms, Modesty Panels, Stanchions, Passenger Securement Systems		III-18, 19, & 24 IV-12, & 13	
	16. <b>Emergency Door(s)/Windows/Hatches</b> - Operation, Buzzers, Labeling & Overhead Pad.		III-7, 12, 13, & 15	
	17. <b>Windshield, Side &amp; Rear Windows</b> -Cracks, Fogging, Latches, Visor.		III-20, 21, 22, & 25 IV-13	
	18. <b>Wheelchair Lift, Door, Securement System</b> - (if equipped).		IV-3 to 13	
	19. <b>2 Way Radio Operation</b> - (if equipped).		III-11	
	20. <b>Interior Wiring, Cab Hoses, and Fire Wall Seals</b>		III-, 5, 6, & 12	
	21. <b>Post Trip Passenger Check System</b>		III-6	
	22. <b>General Condition, Bus Interior</b> - (Including floor, step well, grab rail, paneling, broom mounting, loose objects secured, fit & finish, maintenance access covers, and vandal box.		II-7 III-3, 10, 13, 14, 17, 20, & 21	
<b>B. OUTSIDE BUS</b>				
	1. <b>Headlights, Turn Signals, Hazard, Side Marker, Brake, Tail, Backup Lights, Backup Alarm &amp; Dash Sticker (if equipped), and Park Lights.</b>		II-6 & 7 III-5, 9 & 10	
	2. <b>Clearance &amp; ID Lights, Reflectors, Strobe Light</b> (if equipped).		III-6 & 10	
	3. <b>Pupil Warning Lights</b> - (see eight light warning system chart).		III-11	
	4. <b>Stop Arm(s), Student Crossing Arm</b> - Wiring, Air or Vacuum Leak, & Decal		III-10	
	5. <b>General Condition, Bus Exterior</b> - Mirrors, Bumpers, Lettering, Body Damage, Paint, Reflective Markings, Emergency Door, Engine Hood, Cleanliness, and Fit and Finish.		II-4 & 7 III-3, 12, 15, 16, 17, 20, & 21	
<b>C. ENGINE COMPARTMENT</b>				
	1. <b>Steering</b> - Play, Column, Steering Gear Box Mounting, Pitman Arm, Drag Link, Steering Arm, Tie Rod & Ends, and Idler Arm.		II-8	
	2. <b>Batteries</b> - Hold Down, Terminals, Cables, Cleanliness, Slide Tray, Load Test.		II-3, III-3	
	3. <b>Fluid Levels and Condition</b> - Brake, Power Steering, Oil, Transmission, Windshield Washer, Coolant, (Antifreeze _____°F).		II-4 & 5	
	4. <b>Belts &amp; Hoses</b> - Tightness, Condition, Routing, Belt Alignment.		II-3 & 4	
	5. <b>Accessory Mounting &amp; Condition</b> - Air Cleaner Restriction (____"H2O), P.S. Pump, Air Compressor & Filter, Water Pump, Fan and Alternator.		II-3 & 4	
	6. <b>Wiring</b> - Routing and Condition.		II-8	
	7. <b>Fuel System and Lines</b>		II-4 & 6	
	8. <b>Radiator</b> - Mounting, Cap, Reservoir, Fan Shroud.		II-4 & 7	

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CODE	D. UNDERNEATH BUS	COMMENTS	PAGE	INIT
	1. <b>Front Suspension</b> - Wheel Bearings, I-Beam, King Pins, Shackles, Spring Mounts, Pins & Bushings, A-Frames and Bushings, Ball-Joints, U-Bolts, Shocks, Springs, and Seals.		II-6, 7, 8, 9, 10, 11, & 12	
	2. <b>Front Brakes</b> - Hoses, Lines, Chambers, Slack Adjusters, Pushrods, Linings, Drums, Rotors, Wheel Cylinders or Calipers, and Brake Adjustment.		II-3, 4, 10, & 11	
	3. <b>Engine/Transmission Mounts, Starter Mounting.</b>		N/A	
	4. <b>Transmission</b> - Bolts, Linkage, Lines, Filter and Cooler,		II-8	
	5. <b>Fluid Leaks</b> - Oil, Coolant, Transmission, P.S., etc..		NA	
	6. <b>Fuel Tank</b> - Leaks, Mounting, Hoses, Wiring.		II-6, 10, 11, & 13	
	7. <b>Brake Equipment</b> - Lines, Valves, Reservoir Mounting, Bleed Reservoirs.		II-3 & 4	
	8. <b>Driveline</b> - Shafts, U-Joints, Yokes, Hanger Bearings, Guards, Driveshaft Park Brake.		II-4	
	9. <b>Rear Suspension</b> - Axle Housing, Vent, Differential, Springs, U-Bolts, Shocks, Spring Shackles, Pins and Bushings, Hangers, Seals, Wheel Bearings.		II-4, 8, 10, 11, 13, & 14	
	10. <b>Rear Brakes</b> - Hoses, Lines, Chambers, Slack Adjusters, Pushrods, Linings, Drums, Rotors, Wheel Cylinders or Calipers, and Brake Adjustment.		II-3, 4, 10, 11, & 13	
	11. <b>Body Securement &amp; Structure</b> - Hold Downs, Floor, Outriggers, Braces, Skirts, Chassis Frame Rails.		III-11, 14, 15, & 18	
	12. <b>Exhaust Systems</b> - Leaks, Mounting, Muffler and Tailpipe.		II-6, III-18 & 21	
	13. <b>Wheels and Tires</b> - Tread Depth, Pressure, Damage, Matching, Alignment, Wheel Hardware.		II-8, 10, 11, 13, & 14	
<b>E. ROAD TEST</b>				
	1. <b>Brake Performance</b> - Park Brake, Stopping Distance & Equalization.		N/A	
	2. <b>Engine, Transmission, Driveline</b> - Engine Performance & Governor, Shifting.		II-5, 6, & 8	
	3. <b>Steering &amp; Handling</b> - Free Play, Power Assist, Column, Tracking.		N/A	

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CODE	F. MAINTENANCE CHECKS	COMMENTS	PAGE	INIT
	1. Test Starting and Charging System Amps ( ) Volts ( )		II-3	
	2. Record Cooling System DCA Level ( )		N/A	
<b>G. ITEM SPECIFICATIONS</b>				
	1. Body Data Plate		III-3	
	2. Body Structure		III-13, 14, 17, & 20	
	3. A/C Equipment		V-3 to 6	
	4. Wheel Chair Lift Equipment		IV-3 to 13	
	5. Wheel Chair Tie-Down and Securement System		IV-11 & 12	
	6. Driver's Document Compartment		III-4	
	7. Publications		III-17, IV-10 & V-6	
	8. Engine Equipment		II-4 & 5	
	9. Engine Performance		II-5 & 6	
	10. Ventilation		III-21	
	11. Square and Level, (RF ) (LF ) (RR ) (LR )		III-20	
<b>H. OPTIONAL EQUIPMENT</b>				
	1. Type A Chassis Options		I-10	
	2. Type B, C, & D Chassis Options		II-12 & 13	
	3. Type A, B, C & D Body Options		III-23 to 26	

## Check-in Inspection Tire Information:

Position	Serial Number	Depth	Pressure	Comments
Left Front		/ 32		
Right Front		/ 32		
Right Rear Outer		/ 32		
Right Rear Inner		/ 32		
Left Rear Outer		/ 32		
Left Rear Inner		/ 32		

Inspector's Signature: \_\_\_\_\_ Certification #: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_