

HIRING A CONSULTANT

Based upon our experience and comments from clients, we hope that the following suggestions will prove helpful when hiring consultants:

- Employ an independent firm that offers non-biased perspectives. For example, would a public sector trade organization ever recommend a private sector solution?
- Does the consultant offer real-world experience that is applicable to the engagement? For instance, has the consultant ever run the type of program being reviewed, has the consultant ever negotiated a labor agreement, has the consultant ever submitted a bid, can the consultant offer references from similar types of programs. All too often persons with narrow experiences attempt to call themselves consultants offering a broad range of services.
- Avoid firms that sell products as well as consulting services. The most common example of this is computer hardware/software sales persons that claim to offer efficiency studies. Guess what their solution to inefficiency is going to be?
- Always check references. Was past work performed on time? Were expectations met? Would previous clients hire the consultant again? Was there company support in the event of illness, etc?
- Get firm quotes for the work to be performed, and set a cap on expenses.

The right consultant can be a true resource for your organization. Call the consultants at **TAS** today. We offer the experience, the references, and the results ... consulting services are all we offer, and we deliver!

THE NEXT STEP

Contact **TAS** at 1-800-233-3251 to discuss your specific needs and to request a written proposal.

TAS

*Serving school districts, agencies,
associations, and higher education
throughout the United States.*

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serving the U.S.

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EFFICIENCY STUDY

TAS

www.TransportationAdvisoryServices.com

ABOUT TAS

TAS is a full service student transportation consulting and advisory firm. Since 1987, the consultants of Transportation Advisory Services (**TAS**) have performed a wide range of transportation studies for over 500 school districts and agencies in twenty-one states, including overall district-operated efficiency reviews; assistance in district-contractor relationships; labor negotiation recommendations; shared service studies; program cost analysis; management review and development; alternative transportation methodology; cost control; operations/routing review; and bid process management.

TAS has developed a roster of highly respected "on-staff" and "as-needed" consultants to offer our clients the finest advisory services available. **TAS** consultants offer real world, practical experience. We are committed to listening to our client needs ... recommending creative justifiable solutions ... and assisting in the implementation of any program changes. Throughout our studies, we keep an eye on the demographic, political and financial basis of the district in order to ensure that the result of our engagement is a successful student transportation program.

SCOPE

A comprehensive review of the District's current transportation program will be offered with an eye toward providing the maximum level of service at minimum costs. Our recommendations will be based upon our analysis of a full range of topics. Following are examples of some of the areas considered in a typical study:

FINANCIAL

- Comparative Analysis
- Inventory
- Procedures
- Potential Savings
- Purchasing

LABOR

- Negotiations
- Wage Rates
- Benefits
- Management Rights
- Recruitment
- Comparability

FLEET

- Utilization
- Replacement Schedules
- Maintenance

MANAGEMENT

- Internal Reporting
- Responsibility
- Capability
- Training
- Authority
- Maintenance
- Procedures
- Costs
- Computerization

POLICY

- Administrative Procedures
- Board
- Specialized

STAFFING

- Levels
- Job Descriptions
- Capabilities

ROUTING

- Effectiveness
- Special Transportation
- Computerization
- Costs
- Capacities
- Safety
- Special Needs
- Child Care
- Out-Of-District

MISCELLANEOUS

- Shared Services
- Contracting / Privatization

METHODOLOGY

TAS evaluates the current operations through the completion of the following procedures:

- Interviews with various district administrators and departmental employees, as well as tours of the facilities.
- Comparison of the client district information with other similar programs, and national statistics available for the industry.
- Analysis of the above information forms the basis of the recommendations that will result from each study.

BENEFITS

TAS will provide the District with a "Report Card" on the program with specific recommendations for improvements and an estimate of the financial impact of our recommendations.