

# GREYHOUND LINES, INC.

## DRIVER BIDDING INSTRUCTIONS

### GENERAL BID, EFFECTIVE April 22, 2020

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#### BID SCHEDULE

<b>BIDDING BEGINS:</b>	<b>04/08/20</b>	<b>10:00 AM</b>	<b>CT</b>
<b>BIDDING ENDS:</b>	<b>04/15/20</b>	<b>10:00 AM</b>	<b>CT</b>
<b>PRELIMINARY AWARDS:</b>	<b>04/15/20</b>	<b>14:00 PM</b>	<b>CT</b>
<b>LAST DATE TO SUBMIT PROTEST:</b>	<b>04/17/20</b>	<b>17:00 PM</b>	<b>CT</b>
<b>FINAL AWARDS:</b>	<b>04/18/20</b>	<b>12:00 PM</b>	<b>CT</b>
<b>NEXT SCHEDULED BID:</b>	<b>June 2020</b>		

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#### BID INSTRUCTIONS

Your supervisor will provide you with a run bid worksheet listing the runs available in your location. This is a worksheet for your use in preparing your bid for entry into the On-line bidding screen.

- 1) **Run Bid Worksheet** This is a blank worksheet listing the runs available at your home location. This worksheet is a tool for your use in order for you to pre-plan the bid choices that you may wish to bid, prior to actually logging in to the on-line bidding system.
- 2) **Run Guide And Cycle Charts** Run guides and cycle charts may be used to select runs for entry on your Run Bid Worksheet.
- 3) **Bidding** You may bid as many times as you like between when bidding begins and when bidding closes. All bids are date and time stamped and the last bid submitted will be the bid used for award purposes.
- 4) **Copies Of Bid Sheets** After you submit your bid, you may print a copy of your bid for your records. It is not necessary to print a copy if you chose not to, as once you submit your bid it is automatically saved into the on-line bidding system. If for some reason your bid will not print, your bid is still valid as long as you submitted the bid into the on-line bidding system prior to the end date and time, CT, of bidding ending.

#### ADDITIONAL INFORMATION

**1) Article O-1 Bidding-(f) Regular Runs And Extra Board Selection** The Company will conduct a minimum of three nationwide general bids for all regular runs and extraboard positions to be effective in January, June/August or September. All operators who have worked during the current bid period and prior to the new bid closing are eligible to bid. Eligible operators who fail to bid forfeit rights to displace except to the extraboard at the operators' home location. Runs will be awarded on a seniority basis.

Extraboard positions are bid by seniority. Operators who do not receive their bid choice on a general bid may be assigned to a vacancy within 100 miles of their present location. If no vacancies exist, they will be furloughed immediately.

**2) Bid Award Errors** - We make two (2) announcements for bid awards. The time between the preliminary awards and the final awards is for your review of the awards. Make all protest by 12:01 p.m. Central Time as per the date on the 1st page of the instructions.

**3) Eligibility For Bidding** - All operators who have worked during the current bid period and prior to the new bid closing are eligible to bid. Eligible operators who fail to bid will forfeit rights to displace except to the extraboard at the operator's home location; such operators may fill any open positions or displace a junior operator on that extraboard.

**4) Runs With Holiday Schedule Changes** – Runs may have changes to days of operations during holiday periods. Drivers should consult the schedule guide for possible changes in days of operation for certain schedules during holiday periods.

**5) DHOC And Extra Sections On Regular Runs** - There may be runs where schedules have a "C" or an "E" at the beginning of the schedule. A "C" notes the driver is to DHOC on that schedule and will be paid DHOC pay. If the schedule requires an extra section the driver scheduled to DHOC will drive the extra section. If the schedule is designated with and "E" the driver will be paid full pay even if the schedule does not require an extra section.

Drivers on runs that have a "C" or "E" as part of their work assignments are required to contact OSC thirty (30) minutes prior to schedule departure time to receive their instruction to either double the schedule or DHOC on the schedule.

**6) Drivers Changing Locations** - Operators changing locations with the **June General Bid** must assume their new assignment effective on the first day of the bid. Operators with legitimate reasons for an extension on their arrival date must secure an authorized leave of absence from a Company supervisor at the new location. Operators not changing locations, will be expected to pull the first cycle of their new run unless it would cause a loss of earnings between the pay for the old and new assignment.

Operators changing locations with the **January or August/September General Bid** must work through the final work day prior to the effective date of the August/September bid. Operators not changing locations will be required to work the last complete cycle of

the June run bid unless it would cause a loss of earnings between the pay for the old and new assignment.

Please be sure to bid on time, as **late bids cannot be accepted.**

All bids must be entered into the on-line bidding system by the bid close date and time.

Thanks  
Ramonita Jackson  
Kenny Cook