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August 9, 2016

Re: American Office Installers, Inc.
Docket No. A-2016-2552661
Household Goods Application
Our File 5759-3

Ms. Rosemary Chiavetta
Secretary
Pennsylvania Public Utility Commission
P.O. Box 3265
Harrisburg, PA 17105-3265

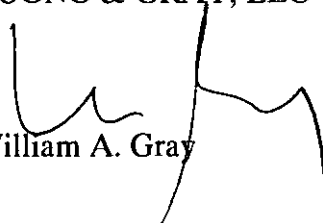
Dear Ms. Chiavetta:

We enclose for filing Applicant's Verified Statement in support of the above application for household goods authority.

Please acknowledge receipt and filing of the enclosed on the duplicate copy of this letter of transmittal and return it to the undersigned in the self-addressed stamped envelope provided.

Very truly yours,

VUONO & GRAY, LLC


William A. Gray

CW/166750

Enclosure

cc: American Office Installers, Inc.

PA P.U.C.
SECRETARY'S BUREAU

2016 AUG 11 AM 10:42

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Before the
PENNSYLVANIA PUBLIC UTILITY COMMISSION

DOCKET NO. A-2016-2552661

AMERICAN OFFICE INSTALLERS, INC.

APPLICANT'S VERIFIED STATEMENT

STATEMENT OF THE CASE

By application published in the Pennsylvania Bulletin on July 9, 2016, American Office Installers, Inc. (American Office or applicant) sought the following authority to operate as a common carrier:

To transport, as a common carrier, by motor vehicle, household goods in use, between points in Pennsylvania.

No protests were filed to this application. Applicant therefore now submits its verified statement in support of the application.

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BUSINESS PLAN OF APPLICANT FOR MOTOR CARRIER AUTHORITY

THE FOLLOWING INFORMATION IS REQUIRED BY THE COMMISSION TO DETERMINE THE APPLICANT'S FITNESS TO OPERATE. STATEMENTS SHOULD BE TYPED OR PRINTED. ILLEGIBLE STATEMENTS WILL DELAY YOUR APPLICATION.

RECEIVED

American Office Installers, Inc.

AUG 11 2016

Legal Name of Applicant

PA PUBLIC UTILITY COMMISSION
SECRETARY'S BUREAU

Trade Name, if any

820 Route 910

Cheswick

PA

15024

Street Address (principal place of business)

City or Municipality

State

Zip Code

This document is a business plan, or your proposal for providing the transportation service for which you are making application. Prior to deciding to make application for operating authority from the Public Utility Commission, you likely gave much consideration to the manner in which you would operate the business in order that you could provide satisfactory service to your customers and so that you could make a reasonable profit. As part of the application process, you must provide the Commission with your proposal to provide the transportation service.

You are encouraged to provide as much information as possible to fully explain your plan. If you fail to provide sufficient information about the subjects listed below, it may cause the review of your application to be delayed until you provide the necessary information. If you need more space to provide your explanation, please attach additional pages that list the appropriate item by number.

1. Identify the person providing the information by giving your name and indicate whether you are the owner, employee, officer, or attorney for the applicant.

The person filing this verified statement is Dennis Cochran, who is Vice President of the applicant. The applicant's business address is 820 Route 910, Cheswick, PA 15024, and its telephone number is 724-448-2998. The applicant is a Pennsylvania corporation. Mr. Cochran is authorized to present this statement on behalf of the applicant.

2. List the applicant's affiliation (owner, manager, controls) with any other carrier, with the description of affiliation.

The applicant is not affiliated with any other carrier regulated by the Commission.

3. Describe the applicant's business experience, particularly any experience relating to the operation of a transportation service. An explanation of education or training that you believe may be relevant may also be included.

The applicant was first certificated by the Commission on September 25, 2014 authorizing it to transport property excluding household goods in use. The applicant has provided service under that Certificate since it was secured. Mr. Cochran previously worked in sales for another household goods carrier, Weleski Transfer, Inc., for 21 years and has worked for the applicant for the past 3 years.

4. Describe the physical location, to include the office area, office machines that will be used, and the where the vehicles will be stored. Household goods in use carriers should include a description of their storage facilities, if applicable.

The applicant's facility from which it will provide service is located at 820 Route 910, Cheswick, PA 15024. Its facility includes 2,200 square foot of office space and 51,800 square face of warehouse/storage space. Vehicles are domiciled at this facility. The office facility includes the normal type of office

machines that a household goods carrier would normally have in its facility.

5. In regard to your communication network, please explain how you will receive customer requests for transportation, how you will dispatch the vehicles to fulfill the request, and continuous communication with your drivers.

The applicant maintains contact with its drivers through cell phone communications. Customer requests for transportation are received by telephone at the facility described above.

6. Please explain:

- a. Your hiring standards for drivers; **The minimum age for a driver being eligible for hire is 21 years of age. Commercial driving experience is preferred. A Motor Vehicle Report is secured and reviewed carefully for each prospective new hire.**
- b. Your system to ensure prospective drivers will be subject to a criminal background check; **No driver is hired until he has had a criminal background check.**
- c. Your driver training program; **All new drivers are trained prior to the time they begin driving by going through a driver training program, which involves training in all aspects of operating the applicant's vehicles.**
- d. Your system for ensuring that your drivers are properly licensed at all times; **To insure that drivers have valid licenses, the applicant periodically checks their drivers' licenses and orders a Motor Vehicle Report for each driver at least once a year.**
- e. Your system to ensure that all drivers will be subject to a criminal background check every two years; **The applicant reviews each driver's file periodically and orders a criminal background check for each driver every two years.**
- f. Your policies regarding alcohol and drug use by your drivers. **The applicant has a "no tolerance policy" involving drug and alcohol use. It complies with testing requirements of the DOT and PUC. It distributes a drug and alcohol policy to all employees, which provides that no drivers shall be on duty and possess, be under the influence of, or use, a narcotic drug or any other substance which renders him/her incapable of safely driving and that no one shall drink any liquor, regardless of its alcoholic content, or be under the influence of liquor within four hours before going on duty or driving, nor be on duty or drive while in the possession of liquor.**

7. Please state the number of vehicles you plan to use in your business and why that number is appropriate to provide reasonable and efficient service to the geographical territory you will be serving. If you have already obtained vehicles for your business, please list them in the chart below. Taxicabs and limousines may not be used if the vehicle's age is greater than eight model years.

<u>YEAR</u>	<u>MAKE</u>	<u>MODEL</u>	<u>SEATING CAPACITY</u>	<u>VEHICLE ID #</u>

See attached vehicle list.

8. Describe your vehicle safety program. Please include the following in your explanation:

- a. Your periodic vehicle maintenance plan; **The applicant does preventative maintenance on its vehicles every 3,000 to 5,000 miles, depending on the type of vehicle. It makes every effort to keep these vehicles in top operating condition. The applicant insures compliance with the annual inspection and registration requirements and makes sure that all vehicles are cleaned regularly and does both a pre-trip and post-trip inspection on the vehicles used to provide the service.**

- b. Your system for ensuring your vehicles will continuously comply with Pennsylvania's inspection standards and the Commission's equipment standards; **All vehicles are annually inspected pursuant to Pennsylvania law and, in addition, are regularly inspected by the applicant to ensure compliance with Chapter 175.**
- c. If applying for Taxi or Limousine Authority, explain how vehicles will be replaced once they are greater than eight model years in age; **Not Applicable.**
- d. If applying for Household Goods Authority, explain how it will be ensured that vehicles meet all USDOT equipment standards; **The Applicant's vehicles meet all USDOT equipment standards and will continue to meet those standards if it is granted authority to transport household goods in use.**

10. As proof that an effort has been made to determine that insurance is affordable, list the name and phone number of insurance agents you have contacted and the prices of premiums they have quoted.

The applicant has BI&PD insurance on file with limits required by the Public Utility Commission. The applicant has secured cargo insurance through with limits required by the Public Utility Commission and will make the required cargo insurance filing once the application is granted.

11. Criminal Record. Has the applicant* been convicted of a misdemeanor or felony for which applicant remains subject to supervision by a court or correctional institution?

YES NO

12. Financial Data. In addition to demonstrating your technical fitness, you must also demonstrate that you possess the financial fitness to provide the proposed transportation service. You may use the "Statement of Financial Position", which follows this page or supply a balance sheet prepared by an accountant. You need only provide the applicable information. Please feel free to also provide clarification information with your "Statement of Financial Position", which explains why you believe you have sufficient funds to ensure your transportation business can provide reliable service to the public in a safe manner.

See attached.

SUPPLEMENT TO PARAGRAPH 7

<u>YEAR</u>	<u>MAKE</u>	<u>MODEL</u>	<u>VEHICLE ID #</u>
2010 (V-17)	Chevrolet	G2500 Express	1GA2GYD1A1144137
2011 (V-18)	Ford	E250 Base Van	1FTN2EL9BDA84720
2012 (V-19)	Ford	E-350 Super Duty	1FBNE3BL2CDA61142
2014 (V-20)	Ford	E-350 Super Duty	1FBNE3BL6EDA14876
2012 (V-21)	Ford	E -350 Super Duty	1FBSS3BLXCDA03663
2013 (F-31)	Ford	F-150 Super Crew	1FTFW1ET9DKD73565
2011 (D-11)	Dodge	Ram Pickup	1D7RV1GTOBS524423
2015 (T-10)	Ford	350 Transit	1FTNR2XG2FKA58053
2014 (H-20)	Hino	195 Box Truck	JHHS DM2H5EK002200
2015 (H-21)	Hino	195 Box Truck	JHHS DM2H0FK002820
2013 (H-26)	Hino	268 Straight Truck	5PVNJ8JV8D4S54145
2015 (H-27)	Hino	268A Straight Truck	5PVNJ8JV1F4S57472
2015 (H-28)	Hino	268A Straight Truck	5PVNJ8JV6G4S62233

Statement of Financial Position (Balance Sheet)

As of (date) June, 30 2016

ASSETS

Current Assets	<u>44,861.93</u>
Cash	
Other Assets	
Motor Vehicle Equipment	<u>781,031.74</u>
Building and Structures	
Office Equipment	<u>153,154.13</u>
Investments and Funds (specify)	

TOTAL ASSETS

959,047.80

LIABILITIES

Current Liabilities (Due within one year of date)	<u>4,840.09</u>
Long Term Liabilities (Due after one year of date)	<u>417,182.77</u>

TOTAL LIABILITIES

422,022.86

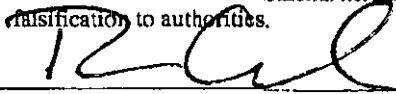
NET WORTH / OWNER'S EQUITY (Subtract total liabilities from total assets)

537,024.94

Disclaimer: Applications are public records and can be accessed on the PUC's website. DO NOT provide social security numbers, credit card numbers, bank account numbers, tax information, or any other confidential information on your application, business plan, or verified statement forms.

Verification of Statement

The undersigned deposes and says that he/she is authorized to and does make this verification and that the facts set forth therein are true and correct to the best of his/her knowledge, information, and belief. The undersigned understands that false statements herein are made subject to penalties of 18 Pa. C. S. Section 4904 relating to unsworn falsification to authorities.



(Signature)

Dennis Cochran, Vice President

(Name and Title, printed or typed)

/168497

7-5-16
(Date)

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CONCLUSION

For all of the reasons submitted in support of the application, American Office Installers, Inc. respectfully requests that the Commission grant this application in its entirety.

Respectfully submitted,

VUONO & GRAY, LLC

By: _____

William A. Gray, Esq.
Attorney for Applicant

VUONO & GRAY, LLC
310 Grant Street, Suite 2310
Pittsburgh, PA 15219
(412) 471-1800

Due Date: August 9, 2016
/166497

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TO:

Ms. Rosemary Chiavetta
Secretary
Pennsylvania Public Utility Commission
P.O. Box 3265
Harrisburg, PA 17105-3265