

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

A-2017-2622194
PUC Application Docket No.

AUG 30 2017

Susquehanna Valley Taxi Service, Inc.

Legal Name of Applicant

PA PUBLIC UTILITY COMMISSION
SECRETARY'S BUREAU

N/A

Street Address (principal place of business)	Trade Name, if any City or Municipality	State	Zip Code
2225 Ridge Road	Northumberland	PA	17857

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.

Mr. Chris Peifer, President

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

Applicant is affiliated with Susquehanna Valley Limousine, Inc., a certificated PUC motor carrier in limousine; Group and Party 15 or less; Group and Party 16+ service (A-00110765) and Airport Transfer service. (A-2013-2395502). I also own Sandstone Trucking Co., Inc. (A-00116885).

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.

I have been operating Sandstone Trucking for 29 years. I have been involved in the transportation of passengers through both Susquehanna Valley Limousine and Susquehanna Valley Taxi Service, Inc. since receiving certificates from the Commission in 2005 and 2016 respectively.

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

Susquehanna Valley Taxi Service, Inc. operates an office facility at 2225 Ridge Road, Northumberland, PA which contains traditional office equipment, computers, fax machines, scanners, telephones, etc. All vehicles will be stored in a secure area at that address.

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 drivers.

Customers may contact Susquehanna Valley either through a telephone call, email message, or through hail. After taking a call, the dispatcher will communicate with the drivers on duty via cell phone. Upon accepting a hail, the driver will inform the dispatcher of his/her location and destination. Upon completion of the transportation services, the driver will inform the dispatcher of his/her location and availability for service.

6. Please explain:

- a. Your hiring standards for drivers;

All drivers and staff are hired by the owner. Emphasis in selection will be upon appearance and safety. Each prospective employee will be subject to pre-employment drug testing and a background check for criminal history and DMV violations.

- b. Your system to ensure prospective drivers will be subject to a criminal background check;

All new hires will complete as part of their employment package a "New Hire Authorization" form that allows us to perform an initial background check and to employ periodic screening. Susquehanna will use Intellicorp to perform background checks.

- c. Your driver training program;

Drivers will be required to view training videos and are subjected to "ride along" training as long as necessary, until the drivers demonstrate performance criteria and standards. Each driver will be subject to periodic review and will attend driver meetings for updates, retraining and safety initiatives.

- d. Your system for ensuring that your drivers are properly licensed at all times;

Susquehanna will conduct annual reviews that will be performed by our insurance carrier.

- e. Your system to ensure that all drivers will be subject to a criminal background check every two years;

The pre-employment authorization form will not contain a termination date and will remain effective until employment is terminated. It is anticipated that a criminal and driving record check will be conducted on the anniversary of the driver's employment.

- f. Your policies regarding alcohol and drug use by your drivers.

Susquehanna has a zero tolerance on substance abuse whether it be drug or alcohol related. Pre-employment post accident or incident drug testing will be preformed. Employees will be informed that they will be subject to random drug and alcohol testing.

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.

Presently Susquehanna operates 2 vehicles but anticipates an increase in vehicles in order to meet the increased anticipated demand due to the expansion of its service territory.

<u>YEAR</u>	<u>MAKE</u>	<u>MODEL</u>	<u>SEATING CAPACITY</u>	<u>VEHICLE ID #</u>
2012	Toyota	Camry	5	4T1BF1FK4CU625791
2014	Toyota	Camry	5	4T1BF1FK2EU732275

8. Describe your vehicle safety program. Please include the following in your explanation:
- a. Your periodic vehicle maintenance plan;

Each vehicle will be inspected by an in house mechanic on a specific schedule based upon mileage and age of the vehicle. This mechanic will also be responsible for manufactures recommend maintenance schedules. Each drive will perform a "walk around" inspection prior to placing the vehicle in service.

- b. Your system for ensuring your vehicles will continuously comply with Pennsylvania's inspection standards and the Commission's equipment standards;

Susquehanna employs two certified inspection mechanics and we are also a certified inspection station.

- c. If applying for Taxi or Limousine Authority, explain how vehicles will be replaced once they are greater than eight model years in age;

Susquehanna is committed to replacing vehicles when their useful life has expired. Under no circumstances will a vehicle exceed the replacement schedule set forth in the Commission's regulations.

- d. If applying for Household Goods Authority, explain how it will be ensured that vehicles meet all USDOT equipment standards.

N/A

9. 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.

All additional vehicles will be added to Susquehanna's existing policy.

10. 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 X

11. 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.

Note: Commission regulations require that if the applicant is a partnership, limited partnership, limited liability partnership, limited liability company, or corporation, this question applies to all partners, members, shareholders and corporate officers. Each individual holding any of these positions should provide a separate page identifying the individual and a statement of his/her financial position.

Statement of Financial Position (Balance Sheet)

As of (date) 8/10/2017

ASSETS

Current Assets

Cash 12,000.00
Other Current Assets (specify) _____

Other Assets

Motor Vehicle Equipment 22,000.00
Building and Structures _____
Office Equipment 5,000.00
Investments and Funds (specify) _____

TOTAL ASSETS 39,000.00

LIABILITIES

Current Liabilities (Due within one year of date) 12,200.00
Long Term Liabilities (Due after one year of date) 13,800.00

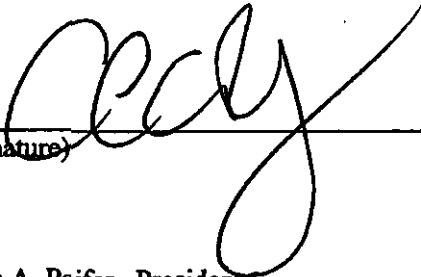
TOTAL LIABILITIES 26,000.00

NET WORTH / OWNER'S EQUITY *(Subtract total liabilities from total assets)* 13,000.00

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)

08/10/2017
(Date)

Chris A. Peifer, President

(Name and Title, printed or typed)

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