

Application for Motor Common Carrier of Persons in Paratransit Service

THIS APPLICATION IS TO BE USED FOR COMMON CARRIER PASSENGER SERVICE WHEN PROVIDING TRANSPORTATION ON A NONEXCLUSIVE, ADVANCE RESERVATION BASIS.

1. **Legal Name of Applicant** (Individual, Partnership or Corporation)

Busy Bee Transit Inc

- If you are an individual who has not formed any type of corporate entity, you should enter your name **as it will appear on your insurance documents**.
- If you are filing for a partnership, but **not a limited liability partnership**, the names of all partners must be entered on this line. Those names should be entered **as they will appear on your insurance documents**. This includes husbands and wives filing jointly.
- If you are filing for a corporate entity (corporation, limited liability company, or limited liability partnership), **even if you are the sole shareholder member**, you must enter the name **exactly as it appears on the registration papers from the Corporation Bureau of the Pennsylvania Department of State**.

2. **Trade Name** (Attach a copy of fictitious name registration if applicable)

Busy Bee Transit Inc

This is any name which you will be operating under which differs from the **LEGAL NAME OF APPLICANT**. A **TRADE NAME** is considered a **FICTITIOUS NAME** if the identity of the applicant cannot be readily determined. *EXAMPLE: John Doe is the applicant and wants to use the name "Johnboy Vans" as his trade name. People cannot readily determine that John Doe is the actual operator; therefore, the name is fictitious and must be registered as such. Trade names such as "John Doe Vans" or "J. Doe Vans" are not considered fictitious and would not have to be registered.*

3. **Do you currently hold PUC Authority?** NO **Previous Authority?** NO

If YES, at PUC No. A- _____

4. **Are you a business entity registered with the PA Dept. of State?** ___ NO

If NO, you must register (see checklist on how to register)

If YES, provide your PA Corporation Bureau Entity ID Number 7225536
(See checklist and indicate type of business entity registered)

5. If either a corporation or limited liability company, please list members (LLC) or shareholders and officers (corporation).

<u>Sonya Ford CEO</u>	<u>3249 N. 27th St. Phila PA 19129</u>
<u>Najah Ford COO</u>	<u>3249 N. 27th St. Phila, PA 19129</u>
<u>Nadiyah Dixon CFO</u>	<u>3249 N. 27th St. Phila, PA 19129</u>

6. Mailing Address

2625 W. OxfordSt
Street Address

Philadelphia, PA 19121 Philadelphia
City, State and Zip Code County

215-260-6211 Sford@Catchbusybee.com
Telephone Number E-mail Address

This is the e-mail address to which the Commission will send all official documents issued by the Commission until further notice.

7. Physical Address (If different than mailing address. Do not use a post office box.)

Street Address

City, State and Zip Code County

Telephone Number E-mail Address

The address entered here should reflect the actual location of the business. This is the address the Commission needs in order to dispatch Enforcement Officers to inspect equipment. If left blank, it will be assumed that the **PHYSICAL ADDRESS** is the same as the **MAILING ADDRESS**

8. Attorney (if applicable)

N/A
Attorney's Name & Telephone Number for this Filing

Attorney's Address E-mail Address

An attorney's name should only be entered if an attorney is filing the application for a client and the application is being sent under the attorney's cover letter.

9. Does applicant have a USDOT Number?

No Yes, at No. _____

10. **Describe the service area proposed by this application.**
(Use the space below or attach additional sheet if space provided is not sufficient).

To transport people from one point in Philadelphia, PA to another point.
To transport people, both ambulatory and in wheelchairs, from points in Philadelphia, PA to points in Philadelphia County and/or surrounding areas and return.
To transport people between points in Philadelphia County.

Examples:

- To transport people whose personal convictions prevent them from owning or operating motor vehicles from points in Lancaster County to points in PA, and return.
- To transport people from the city and county of Philadelphia to correctional facilities in PA, and return.
- To transport people in wheelchair and stretcher vans from points in the city of Pittsburgh to points in Allegheny County, and return.
- To transport people between points in Northumberland County.

11. **Certification:**

Applicant certifies that it is not now engaged in unauthorized intrastate transportation for compensation between points in Pennsylvania and will not engage in said transportation unless and until authorization is received from the Pennsylvania Public Utility Commission.

Applicant further certifies that it understands the requirements of the Pennsylvania Public Utility Commission, especially as they relate to safety and insurance and that it may be subject to civil penalties, suspension or cancellation of the Certificate for failure to comply with Commission requirements.

Applicant further certifies that it understands that it is subject to an annual assessment based upon its reported gross Pennsylvania intrastate revenues; said assessment to help defray expenses incurred in regulating Motor Common Carriers of Persons in Paratransit Service; and acknowledges that failure to report revenue and pay its annual assessment may result in civil penalties, suspension or cancellation of the certificate.

Verification of Application

I/We hereby state that the statement(s) made in this application is/are true and correct to the best of my/our knowledge and belief.

The undersigned understands that false statements herein are made subject to the penalties of 18 Pa. C.S. Section 4904 relating to unsworn falsification to authorities.

Sonya Ford
(Print Name)

Sonya Ford (Signature) 4/2/2021 (Date)

The verification of the application must be completed by the applicant appearing on Line 1 of the application by the named individual, all partners if a partnership, a member (if a limited liability company), or by the President or Secretary (if a corporation).

VERIFIED STATEMENT OF APPLICANT

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.

Busy Bee Transit Inc.
Legal Name of Applicant

Trade Name, if any

2625 W. Oxford St Philadelphia PA 19121
Street Address (principal place of business) City or Municipality State Zip Code

The Verified Statement of the Applicant factual details about your proposed transportation service. Your Verified Statement must answer all of the items listed below and on the following pages. Provide as much information as possible to prevent delay in processing your application. If you need more space to provide your answer, please attach additional pages identifying the appropriate item number.

1. Identify the person making the Verified Statement on behalf of the applicant. If an employee/officer of applicant is making the statement, give name, title, business address and telephone number.
Sonya Ford, CEO & President 2625 W. Oxford St. Phila., PA 19121
215-260-6211

2. List the applicant's affiliation (owner, manager, controls) with any other carrier, with the description of affiliation.
NONE

3. Describe your facilities, record maintenance plan and your communication network. Please include a description of your physical location, to including office machines that will be utilized, and the facility to house vehicles. As a carrier of household goods in use, applicant should include a description of storage facilities, if applicable. Please include an explanation of your plan to maintain records required by the PUC, as well as normal business records. 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 how you will maintain continuous communication with your drivers.

Busy Bee Transit Inc is located at 2625 W. Oxford St in Philadelphia
All records are maintained in a secure locked file cabinet on
the premises. Office equipment used in our office will be three
laptop computers, a printer/fax machine, telephone and desks.
The daily operation of the business will take place at our home office
Requests for rides will be received via phone or through website.
We will use software that allows us to have real-time location
info on our vehicles and will allow us to dispatch ride request info
to drivers. This software, along with hand-held devices will
allow for continuous communication with drivers.

4. Please state the number of drivers you intend to use or hire in your business and explain why that number of drivers is appropriate for the size of the territory you will be serving. In addition, please explain:
 - a. Your hiring standards for drivers;
 - b. Your system for conducting criminal background checks;
 - c. Your driver training program;
 - d. Your system for conducting driver license checks;
 - e. Your policies regarding alcohol and drug use by your drivers.

The Company will begin operations with three drivers, This number will allow for coverage when any of the drivers are away from work due to illness, vacation or days off. As the Company grows we will add additional drivers and equipment.

Hiring Standards for drivers include, but is not limited to: Driver Record checks, Drug testing, Criminal background checks, Employee Reference checks, In addition all drivers must pass an extensive training program that includes defensive driving training, First Aid, CPR, AED training, HIPAA Compliance, Cultural bias, and anti-harassment training. Driver license checks are completed at time of hire and every three months thereafter. Criminal background checks are completed annually.

5. 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 territory you will be serving. If you have already obtained vehicles for your business, please list them in the chart below.

YEAR	MAKE	MODEL	SEATING CAPACITY*	VEHICLE ID #	MILEAGE

*Vehicles with seating capacity of more than 15 passengers, including driver, can't be used in paratransit service.

The Company will purchase two vehicles once PUC application is approved.

6. Describe your vehicle safety program. Please include the following in your explanation:
 - a. Your periodic vehicle maintenance plan
 - b. Your system for ensuring your vehicles will continuously comply with applicable Pennsylvania vehicle equipment standards (67 Pa. Code, Chapter 175).

The Company will conduct a full maintenance check of each vehicle on a weekly basis. In addition, drivers are required to complete a pre-trip and post-trip vehicle inspection during each shift. They are required to report any issues with the vehicle to management immediately. Routine maintenance checks will be completed and recorded to comply with all equipment standards stated in 67 PA Code ch. 175. A backup vehicle will be available to use while any vehicles are in for routine maintenance.

7. Please explain what steps you have taken to determine if you can obtain insurance and pay the required insurance premiums.

The Company has enlisted the Services of a Commercial Insurance broker to obtain the Necessary Insurance Coverage. We have obtained an estimate for coverage that meets and/or exceeds State requirements and have the Necessary funds to move forward with the carrier once we are approved and given a license.

8. State whether the applicant has been convicted of a misdemeanor or felony. If applicant is partnership, limited liability partnership, corporation, or limited liability company this question applies to all members, officers, and/or shareholders. If "YES", explain.

YES NO

9. Financial Data. Complete the "Statement of Financial Position", which follows this page. Please feel free to also provide additional information explaining why you believe you have sufficient funds to ensure your transportation business can provide reliable service to the public in a safe manner.

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.

Sonye Ford
(Signature)
Sonye Ford, CEO & President
(Name and Title, printed or typed)

4/2/2021
(Date)

Statement of Financial Position (Balance Sheet)

As of (date) 4/2/2021

ASSETS

Current Assets		
Cash	<u>12,000.</u>	
Other Current Assets (specify)	<u>0.</u>	
Total Current Assets		<u>12,000.</u>
Tangible Assets		
Motor Vehicle Equipment	<u>0</u>	
Property (buildings, land, etc.)	<u>0</u>	0.
Office Equipment		<u>5,200.</u>
		<u>17,200.</u>
TOTAL ASSETS		

LIABILITIES

Current Liabilities (Due within one year of date)		
Loans	<u>0</u>	
Credit cards/revolving credit	<u>0</u>	
Other Liabilities (Attach schedule)	<u>0</u>	
Total Current Liabilities		<u>0</u>
Long Term Liabilities (Due after one year of date)		
Mortgage	<u>0</u>	
Long term commercial loan	<u>0</u>	
Other Liabilities (Attach Schedule)	<u>0</u>	
Total Long-Term Liabilities		<u>0</u>
TOTAL LIABILITIES		<u>0</u>