

cc: Josh Kwiatkowski

APR 28 2025

Docket No. A-2025-3054280  
GREATER WORK TRANSIT SERVICES, LLC  
Data Request

PA PUBLIC UTILITY COMMISSION  
SECRETARY'S BUREAU

1. The pages you have attached in support of your application make numerous references and statements that demonstrate that the pages were generated by a third party to serve as a general guideline for filers. As such, the responses provided are not necessarily specific to the operations you are proposing. For example, there are several references to authority types which you are not offering and there are references to companies which are not this applicant.

Please provide a plan which is representative of only the authority type you are seeking authority for. Your submission should not include irrelevant information or references. The plan should be concise and responsive to the questions presented. It should also be absent of jargon or non-essential language. Combine your numerous pages of responses into two concise policy statements: one for driver criteria (Question #5) and one for safety criteria (Question #7).

**Plan:**

**GREATER WORK TRANSIT SERVICES, LLC** was formed to help patients travel to their non-emergency medical appointments. Many people with chronic or serious conditions do not have access to transportation or are unable to drive a car on their own. This makes it extremely difficult for them to go to doctor's appointments or other important procedures. Our mission is to provide wheelchair and ambulatory transportation services so that everyone can easily access the medical care they need.

Our company provides transportation services for a variety of situations such as doctor's appointments, hospital visits, mental health appointments, physical therapy appointments, and more. We serve patients that cannot travel to these appointments on their own, such as patients with cognitive impairments or patients who are elderly. We also help anyone who simply doesn't have accessible transportation or who doesn't feel comfortable driving in their condition. We also allow our clients to bring their caregivers or a friend or family member to accompany them.

**Driver Criteria:**

1. High School Diploma or equivalent
2. Valid driver's license and clean driving record
3. Previous experience as a Paratransit Driver or in a similar role is preferred
4. Excellent communication and interpersonal skills
5. Ability to lift heavy objects and assist passengers as needed

6. Knowledge of first aid and CPR is an advantage
7. Ability to pass a background check and drug screening
8. Hold a valid license for 5+ consecutive years
9. Transport clients to and from destinations
10. Arrive at destinations on schedule
11. Fulfill administrative needs, like office pickups
12. Research and plan for traffic, construction, and weather delays
13. Use navigation applications to determine the best route
14. Always interact with clients professionally
15. Ensure that the vehicle is always fueled and ready for use.

#### SAFETY CRITERIA:

Safety restraints are accessible and available for each passenger.

- Check that the horn, windshield wipers, washer, backup alarm (if equipped), indicator lights, gauges, and side and rear view mirrors are operating correctly.
- Properly adjust side and rear view mirrors.
- Enforce a written policy requiring all occupants to wear seatbelts.
- Remove the rear seat.
- Carry no more than nine passengers.
- Keep the rear area free of luggage and equipment.

Each driver must train prior to driving with an experienced manager after background checks are completed. Our training program will adhere with PA Regulations as well as our employee handbook. Drivers will be working on alternate shifts and no driver will work more than ten hours a day or 4 consecutive days to give a proper rest period.

2. You state that Megan Alvarez will serve on your, "management team."

In what capacity will she serve? Will she be involved in the applicant's daily operations? Ms Alvarez will be responsible and oversee day-to-day operations. She has experience for fifteen (15) years in the industry for both non emergency van transportation as well as non emergency ambulance. She will also be responsible for the hiring of employees and being able to set this company up to run effortlessly and correctly.

Is her involvement expected to be ongoing, or limited to the application process? Please provide a detailed explanation of her role with the company. How can the Commission contact Mrs. Alvarez? She is to be involved ongoing with this application process and with the initial opening of the company and training office staff as well. I will also be involved as an owner-operator and will eventually hire, with Ms Alvarez's guidance, a permanent fleet manager as well as office manager.

State whether management team member Megan Alvarez has been convicted of a misdemeanor or felony. "YES", explain. \_\_\_\_\_ YES  X  NO

3. Please provide an explanation of the current operations of Greater Work Transit, LLC. What services does the applicant currently provide to generate revenue? Depending on those operations, the applicant might be exempt from Commission jurisdiction and oversight.

Greater Work Transit LLC is currently operating as a small transportation company for my Licensed PA Childcare Facility under Regulations for Transportation 55 Pa. Code Chapter 3270.171 through 3270.178 (Childcare Centers) Transportation is a separate fee, which is a small fee of 50.00 per family which is not included in childcare service. We currently offer transportation such as drop off and pick up from and to schools for school age children 6-12. The Elementary Schools are within walking distance and or within a 1-2 mile radius. I am the sole member and operator of Greater Work Transit, however, Ms Alvarez will assist with the addition of non-emergency medical transportation. Funding from my childcare business will assist with startup funding for Greater Work Transit LLC in an attempt to transition over into the medical transportation industry.

4. What is your projected annual cost for commercial paratransit coverage and which companies have you received/purchased coverage from? Have you verified that the policy will support the filing of the required Form E with the Commission? It

is not possible to determine your financial fitness without being able to consider your operating costs (such as projected insurance premiums); therefore, demonstrating that you have conducted your due diligence is required.

Annual cost for commercial paratransit insurance is around \$11,000. Per year per vehicle for a startup company. This quote was received from "The Thompson Group" in PA. They supply quotes for nremt as well as fleets. The initial down payment would be \$2000. With an outstanding payment of \$900. A month which would be paid on a finance agreement. We have thought about other quotes as well from companies like Cardigan and National Liability, and PA Assigned Risk but have not received this information as of yet.

5. Although you provided some documentation in support of your financial position, you did not provide the accompanying revised balance sheet which reflects the evidence you provided. Your balance sheet should match your evidence, and the balance sheet should reflect the most accurate information available to you. Please review the below criteria and submit a revised compliant Statement of Financial Position:
  - a. The statement presented must be **DATED and comprised of information which is less than 6 months old.**
  - b. The submission **MUST be comprised of information which is accurate as of the date provided.**
  - c. **The information is to be exact and should not include estimates or approximations when accurate numbers are available.** Property and vehicle valuations may be approximations; however, if the valuation is higher than typical Kelly Blue Book (or similar) valuations, you should provide an explanation as to why (e.g. vehicle with an installed wheelchair lift, etc). Bank accounts and loan balances should be exact amounts (rounded to the nearest dollar).
  - d. **ALL relevant assets and debts are to be included (for example: vehicle loan balances/vehicle asset value, lease expenses, etc.).**
  - e. **The information provided is also to be strictly limited to assets and debts HELD BY THE APPLICANT (GREATER WORK TRANSIT SERVICES, LLC), and not the individual member(s). Any property and accounts listed MUST be registered or titled to the corporation. Bank accounts must be in the name of GREATER WORK TRANSIT SERVICES, LLC. Vehicles must be registered to GREATER WORK TRANSIT SERVICES, LLC. Property must be titled to GREATER WORK TRANSIT SERVICES, LLC. If these items are not in the name of GREATER WORK TRANSIT SERVICES, LLC, should NOT be**

**included on the balance sheet.**

If you have not fully funded and equipped the business, now is the time to do so (before re-submitting your corrections). Applicants lacking suitable finances, resources, and equipment will be denied authority.

**Finally, in order to fully assist the Commission in verifying your financial fitness, please provide supporting documentation for the statement of financial position (balance sheet). Acceptable means of support include current copies of bank statements (account numbers may be redacted), and notarized/official statements of account balances/ownership provided by bank officers (with current contact information). Any and all claimed vehicles or land/buildings must also include proof of ownership/registration - vehicle registrations, property titles, purchase agreements, etc.**

**You are encouraged to enlist professional financial assistance if you experience difficulty in constructing your statement of financial position. Be advised that failing to provide an acceptable financial statement is sufficient grounds for the denial of your application.**

**Attached. April 2025 bank statement was sent previously.**

I, TIERRA CARROLL hereby state that the facts above set forth are true and correct to the best of my knowledge, information and belief, and that I expect to be able to prove the same at a hearing held in this matter. I understand that the statements herein are made subject to the penalties of 18 Pa.C.S. § 4904 (relating to unsworn falsification to authorities).

TIERRA CARROLL

04/24/2025

DATE OF DEPOSIT

APR 28 2025

PA PUBLIC UTILITY COMMISSION  
SECRETARY'S BUREAU

**Statement of Financial Position (Balance Sheet)**  
**As of (date) 3/31/2025**  
**(Must be less than 6 months old)**

ASSETS

Current Assets		
Cash	\$13,610.89	
Other Current Assets (specify)	<u>0</u>	
Total Current Assets		<u>\$13,610.89</u>
Tangible Assets		
Motor Vehicle Equipment	n/a	
Property (buildings, land, etc.)	n/a	
Office Equipment		<u>\$5000.00</u>
	<b>TOTAL ASSETS</b>	<u><u>\$5000.00</u></u>

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>
	<b>TOTAL LIABILITIES</b>	<u><u>0</u></u>

DATE OF DEPOSIT

APR 28 2025

PA PUBLIC UTILITIES  
SECRETARY'S BUREAU

TO SEAL

PRIORITY MAIL  
FLAT RATE ENVELOPE  
POSTAGE REQUIRED

Y®



UNITED STATES  
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MAIL

VISIT US AT USPS.COM®  
ORDER FREE SUPPLIES ONLINE

Destinations.

FROM: Greater Work Transit Service LLC  
6915 Rising Sun Avenue  
Phila., PA 19111

ie.

ge Pickup,  
de.



KUP

TO: PA PUC  
Commonwealth Keystone Bldg  
400 North Street  
Harrisburg, PA 17120

Label 228, December 2023

FOR DOMESTIC AND INTERNATIONAL USE

RECEIVED

APR 30 2025

PUBLIC UTILITY COMMISSION  
SECRETARY'S BUREAU