

## 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)

Community Cozy Transport LLC

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- 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)

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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? \_\_YES\_\_**

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

If YES, provide your PA Corporation Bureau Entity ID Number 0013441667 \_\_

(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).**

Moussa Sidibe

Abdoul Aziz Sidibe

6. **Mailing Address**

6448 haverford ave

\_\_\_\_\_  
Street Address

Philadelphia PA 19151

\_\_\_\_\_  
City, State and Zip Code

\_\_\_\_\_  
County

2157584475

cozysupport@cozytransport.org

\_\_\_\_\_  
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)

\_\_\_\_\_  
Attorney's Name & Telephone Number for this Filing

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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. 4098615

\_\_\_\_\_

\_\_\_\_\_

10. **Describe the service area proposed by this application.**

(Use the space below or attach additional sheet if space provided is not sufficient).

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- To transport persons, including individuals with disabilities or special medical needs, between points in Philadelphia County and points in Delaware County, and return.
  - To transport persons from points in Philadelphia County to points in Montgomery County, and return.
  - To transport persons from points in Philadelphia County to points in Bucks County, and return.
  - To transport persons from points in Philadelphia County to points in Chester County, and return.
  - To transport persons between points in Philadelphia County, and return.

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*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.

\_\_\_\_\_  
Moussa sidibe  
(Print Name)



\_\_\_\_\_  
(Signature) 06/05/25  
\_\_\_\_\_  
(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.

## Community Cozy Transport LLC

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Legal Name of Applicant

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Trade Name, if any

6448 Haverford ave Pennsylvania PA 19151 1

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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.

**Name:** Moussa Sidibe

**Title:** Co-Owner, Community Cozy Transport LLC

**Business Address:** 6448 Haverford Avenue, Philadelphia, PA 19151 **Telephone Number:** 215-758-4475

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

The applicant, **Community Cozy Transport LLC**, and its owners **Moussa Sidibe** and **Abdoul Aziz Sidibe**, have **no current affiliations, ownership, managerial control, or operational involvement with any other passenger or property carrier regulated by the Pennsylvania Public Utility Commission or any other transportation authority.**

3. Describe the applicant's business experience, particularly any experience relating to the operation of a transportation service. If practical experience is lacking, please provide an explanation and description of any education or training that you believe may be relevant.

Although Community Cozy Transport LLC is a newly established business, the co-owners, **Moussa Sidibe** and **Abdoul Aziz Sidibe**, bring transferable skills and practical knowledge relevant to operating a non-emergency medical transportation (NEMT) service.

Moussa Sidibe has experience in managing business operations, including scheduling, client communication, logistics coordination, and financial reporting — all of which are essential to running a reliable transportation business. He has also completed NEMT business training modules and familiarized himself with Pennsylvania Department of Transportation (PennDOT) and PUC regulatory requirements.

Abdoul Aziz Sidibe has worked in customer service roles and has received training in safety, documentation management, and HIPAA awareness. Both partners have studied industry best practices and intend to undergo additional continuing education on topics like ADA-compliant transportation, defensive driving protocols, and dispatch software systems.

The company has also consulted with professionals in the NEMT and paratransit sector to develop a compliant and scalable operating model.

4. 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.

**Physical Location:**

Community Cozy Transport LLC operates from its business office located at 6448 Haverford Avenue, Philadelphia, PA 19151. This office is equipped with a desktop computer, printer/scanner, mobile phones, filing cabinet, and high-speed internet. It will serve as the administrative hub for day-to-day operations, recordkeeping, and dispatch coordination.

**Vehicle Storage:**

Vehicles will be parked at the business premises when not in use. The property allows for secure offstreet parking. As the fleet grows, the company may lease nearby commercial parking space for additional vehicles.

**Record Maintenance Plan:**

The business will maintain both digital and physical records as required by the PUC.

- Trip logs, vehicle inspections, driver files, incident reports, and maintenance records will be securely stored digitally using encrypted cloud storage (e.g., Google Workspace or OneDrive).
- Hard copies of all essential regulatory and financial documents will be kept in a locked file cabinet on site.
- All records will be retained for a minimum of three years as required by law.

**Communication Network:**

Customer transportation requests will be received by:

- Phone at 215-758-4475
- Email at [cozysupport@cozytransport.org](mailto:cozysupport@cozytransport.org)
- A digital scheduling system will be implemented (e.g., RoutingBox, OnTime360) to manage and dispatch trips.

Dispatchers or managers will assign drivers through mobile dispatch apps or direct calls/texts. Each driver will carry a company-issued mobile phone to remain reachable at all times during shifts. GPS tracking will be used to monitor routes, manage service quality, and ensure safety and timely service.

5. 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:

Community Cozy Transport LLC intends to begin operations with **two (2) professionally hired drivers**. This number is appropriate based on the business's initial service area — covering **Philadelphia County and four adjacent counties (Delaware, Montgomery, Bucks, and Chester)** — as well as the initial vehicle fleet size (starting with one van, with plans to add a second vehicle as business grows). Two drivers will allow for flexible coverage of shifts, accommodate both weekday and weekend scheduling, and ensure availability for recurring medical transportation routes.

- a. Your hiring standards for drivers;

- All drivers must be at least **21 years of age**
- Possess a **valid Pennsylvania driver's license**
- Have a minimum of **three years of clean driving history**
- Be able to read, write, and speak English fluently
- Show professionalism, reliability, and compassion when working with passengers with disabilities or medical needs

- b. Your system for conducting criminal background checks;

- We will conduct **comprehensive state and federal criminal background checks** through a certified provider (such as Checkr or Sterling)
- No candidate will be hired if they have convictions for violent crimes, sexual offenses, DUIs within the last 5 years, or any offense that would jeopardize passenger safety

- c. Your driver training program;

All hired drivers will complete mandatory training including:

- **First Aid and CPR certification**
- **Passenger assistance techniques**, including handling wheelchairs, stretchers, and securing mobility devices
- **HIPAA compliance** for handling protected health information
- **Defensive driving and road safety**, including ADA transportation standards
- Orientation on company policies, route management, and use of dispatch software
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- d. Your system for conducting driver license checks;

- We will conduct a **Motor Vehicle Record (MVR) check at the time of hiring**
- MVRs will be reviewed **annually** and spot-checked quarterly using DMV monitoring services or third-party fleet compliance software
- Drivers with serious violations will be immediately suspended pending investigation

e. Your policies regarding alcohol and drug use by your drivers.

- ☐ Community Cozy Transport LLC enforces a **zero-tolerance policy** for drug and alcohol use
- ☐ All drivers will undergo **pre-employment drug testing**
- ☐ We will perform **random drug and alcohol tests at least twice a year**
- ☐ Any driver under the influence, or who refuses testing, will be subject to immediate termination

6. 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.

Community Cozy Transport LLC plans to begin operations with **one (1)** paratransit-ready van, and expand to **two (2)** vehicles within the first 6 to 9 months of service.

This number is appropriate for the size of our service territory — Philadelphia, Delaware, Montgomery, Bucks, and Chester Counties — and will allow us to efficiently schedule trips across a mix of urban and suburban routes. The first vehicle will serve all advance reservation trips, particularly for individuals with medical appointments or mobility-related needs.

| YEAR | MAKE  | MODEL             | SEATING CAPACITY*     | VEHICLE ID # | MILEAGE        |
|------|-------|-------------------|-----------------------|--------------|----------------|
| 2016 | Dodge | Grand Caravan SXT | 4 passengers + driver | 23060018     | ~145,953 miles |
|      |       |                   |                       |              |                |
|      |       |                   |                       |              |                |
|      |       |                   |                       |              |                |
|      |       |                   |                       |              |                |
|      |       |                   |                       |              |                |

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

Upon PUC approval, the vehicle will be financed through a business vehicle loan and titled in the name of **Community Cozy Transport LLC**. It will be registered and insured for paratransit use, and will comply with ADA and Pennsylvania DOT safety regulations.

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

- ☐ Vehicles will undergo **routine maintenance every 5,000 miles or once every 3 months**, whichever comes first. This includes oil changes, fluid checks, tire rotations, brake inspections, and overall system diagnostics.
  - ☐ A **Certified ASE mechanic** or reputable local commercial fleet shop will handle all service and repairs.
  - ☐ **Pre-trip and post-trip inspections** will be conducted by drivers daily to check lights, tires, brakes, horns, mirrors, and wheelchair lifts or ramps (if applicable).
  - ☐ Any defects noted will be reported immediately, and the vehicle will be removed from service until repairs are completed.
  - ☐ Maintenance records will be logged digitally and kept on file for inspection, as required by the PUC.
- b. Your system for ensuring your vehicles will continuously comply with applicable Pennsylvania vehicle equipment standards (67 Pa. Code, Chapter 175).
- ☐ All company vehicles will undergo **Pennsylvania’s annual safety inspection** at a licensed inspection station, as required by Chapter 175.
  - ☐ Vehicles will not be used for passenger service unless they have a valid **inspection sticker** and meet all equipment standards, including brakes, tires, seat belts, emissions, lighting, suspension, and body condition.
  - ☐ For any ADA-equipped vehicles, we will ensure all wheelchair securement devices and lifts/ramp mechanisms meet both **federal ADA** and **state safety standards**.
  - ☐ Vehicles will also be randomly inspected internally to ensure ongoing compliance between official inspections.

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

Community Cozy Transport LLC has conducted extensive outreach to several licensed insurance providers that specialize in non-emergency medical transportation (NEMT) and paratransit coverage. We have reviewed quotes and policy structures from carriers such as Progressive Commercial, Lancer Insurance, and The Hartford, and we are currently evaluating our options to select the provider that best meets our operational and financial needs.

We understand that the Pennsylvania Public Utility Commission requires a minimum of \$1.5 million in liability coverage for vehicles seating between 9 and 15 passengers, along with the filing of Form E and Form H by the insurer.

Insurance premiums have been factored into our startup financial planning, and we are prepared to initiate coverage immediately upon vehicle acquisition and PUC certification. Our final selection will ensure full compliance with all Commission requirements, and our chosen insurer will file the required documentation directly with the PUC before service begins.

9. 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.

NO

10. 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.

Community Cozy Transport LLC is a privately funded startup jointly operated by **two co-owners, Moussa Sidibe and Abdoul Aziz Sidibe**, who are personally investing their resources and time into building a safe and sustainable transportation service.

While our financials reflect the lean, early-stage nature of the business, we have made responsible preparations for the initial phase of operations, including budgeting for:

- Vehicle purchase or financing
- PUC licensing fees
- Insurance premiums
- Startup administrative costs

We are actively pursuing the most cost-effective vehicle and insurance options and have **intentionally kept our expenses low** until approval is secured. Once certified, the business will begin operating with one vehicle and scale up quickly as contracts and client relationships are developed.

As co-founders, we are fully committed and have jointly contributed funds. We believe in the long-term growth and public value of this project and have additional personal resources available if needed to ensure safe, consistent, and professional service.

## 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.



06/05/2025

(Signature)

(Date)

Moussa Sidibe, owner

(Name and Title, printed or typed)



