

BEFORE THE WASHINGTON UTILITIES AND TRANSPORTATION
COMMISSION

In re Application No. D-079145 of)	
)	DOCKET NO. TC-030489
SEATAC SHUTTLE, LLC, D/B/A)	
SEATAC SHUTTLE,)	ORDER NO. 01
)	
for a Certificate of Public)	PREHEARING CONFERENCE
Convenience and Necessity to)	ORDER
Operate Motor Vehicles in)	
Furnishing Passenger and Express)	
Service as an Auto Transportation)	
Company)	
.....)	

1 **Proceeding.** Docket No. TC-030489 is an application (No. D-079145) by SeaTac Shuttle, LLC, d/b/a SeaTac Shuttle for a certificate of public convenience and necessity to operate motor vehicles in furnishing passenger and express service as an auto transportation company.

2 **Conference.** The Commission convened a prehearing conference in this docket at Olympia, Washington on June 12, 2003, before Administrative Law Judge Karen M. Caillé.

3 **Appearances.** John J. Solin and Michael Lauver, Oak Harbor, Washington, represent SeaTac Shuttle. David L. Rice, Miller Nash LLP, Seattle, Washington, represents Shuttle Express d/b/a Super Shuttle and Wickkiser International Companies, Inc. d/b/a Airporter Shuttle. Robert Cedarbaum, Senior Assistant Attorney General, appeared for Mary Tennyson, Senior Assistant Attorney General who represents the staff of the Washington Utilities and Transportation Commission. Contact information provided at the conference for the parties' representatives is attached as Appendix A to this order.

4 **Protestants.** The following companies filed timely protests to the docketed application: Shuttle Express d/b/a Super Shuttle and Wickkiser International Companies, Inc. d/b/a Airporter Shuttle.

- 5 **Discovery/Protective Order.** The parties agreed that they do not need to invoke
the discovery rule, WAC 480-09-480, and do not require a protective order.
- 6 **Issues.** Applicant acknowledged receipt of Appendix A to the Notice of
Prehearing Conference and Notice of Hearing served on May 23, 2003, which
provides the requirements that Applicant must show it has satisfied before the
Commission may grant a certificate. Applicant and Protestants represented that
they would attempt to settle issues related to the Application.
- 7 **Hearing Schedule.** The evidentiary hearing will be held on June 24, 2003,
beginning at 10:00 a.m. at Worksource Whidbey, 31175 State Route 20, Oak
Harbor, Washington. The parties discussed the option of waiving an Initial
Order and agreed to waive an Initial Order if they reached a settlement.
- 8 **Document preparation and process issues.** Parties must file an original plus **13**
copies of each document filed with the Commission. Appendix B states relevant
Commission rules and other directions for the preparation and submission of
evidence and for other process in this docket. Parties will be expected to comply
with these provisions.
- 9 **Exhibits.** Parties must bring **3** copies for the bench of each document or exhibit
they plan to offer at the hearing. In addition, parties must supply each other
with copies of the exhibit or document.

Dated in Olympia, Washington, and effective this 18th day of June 2003.

WASHINGTON UTILITIES AND TRANSPORTATION COMMISSION

KAREN M. CAILLÉ
Administrative Law Judge

NOTICE TO PARTIES: Any objection to the provisions of this Order must be filed within ten (10) days after the date of mailing of this statement, pursuant to WAC 480-09-460(2). Absent such objections, this prehearing conference order will control further proceedings in this matter, subject to Commission review.

APPENDIX A
DOCKET TC-030489
PARTIES' REPRESENTATIVES

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Appendix B

I. Requirements for ALL paper copies of testimony, exhibits, and briefs

The following requirements are restated from and clarify the Commission's rules relating to adjudications.

A. All paper copies of briefs, prefiled testimony, and original text in exhibits must be

- On 8-1/2x11 paper, punched for insertion in a 3-ring binder,
- Punched with OVERSIZED HOLES to allow easy handling.
- Double-spaced
- 12-point or larger text and footnotes, Times New Roman or equivalent serif font.
- Minimum one-inch margins from all edges.

Other exhibit materials need not be double-spaced or 12-point type, but must be printed or copied for optimum legibility.

B. All electronic and paper copies must be

- SEQUENTIALLY NUMBERED (all pages). **THIS INCLUDES EXHIBITS.** It is not reasonable to expect other counsel or the bench to keep track of where we are among several hundred (or sometimes even just several) unnumbered pages.
- DATED ON THE FIRST PAGE OF EACH ITEM and on the label of every diskette. If the item is a revision of a document previously submitted, it must be clearly labeled

(REVISED), with the same title, and with the date it is filed clearly shown. Electronic files must be designated R for revision, when applicable, with an ordinal number showing the revision number.

II. Identifying exhibit numbers; Exhibits on cross examination.

A. **Identifying exhibits.** It is essential to mark documents so you, opposing counsel, and the Commission can find them. We ask you to comply with this clarification of prior practice, based on recent experience:

- **Use the witness's initials and add an ordinal number for each exhibit.** Identify testimony with a T and confidential exhibits with a C. Example: Witness Jane Quintessentia Public. Her original testimony would be JQP-1T or JQP-1TC, her first attached exhibit would be JQP-2, etc. NEVER identify the attachments merely with a single ordinal number, as that will provide the maximum confusion to everyone, including your witness.

B. Prepare a list of your exhibits with their title and (JQP) designation in digital form and in a format specified by the Commission. Send it to the presiding officer before the appropriate prehearing conference. That will simplify identification and ease administrative burdens.

NOTE: Be prepared to submit all of your possible exhibits on cross examination several days prior to the hearing. We will attempt to schedule a prehearing conference to deal with the exhibits as close as possible to the hearing itself, but we have administrative needs that require prefiling.