

PART - A

WASHINGTON UTILITIES AND TRANSPORTATION COMMISSION

1300 S Evergreen Park Drive SW, PO Box 47250
Olympia, WA 98504-7250
Telephone (360) 664-1222 or 1-888-606-9566 - Fax (360) 586-1181 or 586-1118

Private Nonprofit Transportation Provider
Application Fee: \$50.00

APPLICATION FOR CERTIFICATE

To provide transportation services for compensation solely to persons with special transportation needs

(For Commission Use Only)

Reception Number: <u>0000254</u>	Safety/Inspection: <u>all</u>	Application D #: <u>79208</u>
111 0268 2002 <u>50.00</u>	Insurance: <u>all</u>	Carrier ID: <u>41617</u>
Date Filed: <u>7/21/03</u>	Docket # <u>TN-031238</u>	Employee: <u>all</u>

TYPE OF APPLICATION (check one)

- New Certificate Reinstate Certificate ~~Transfer Certificate~~ (New Owner of New Name)

APPLICANT IDENTIFICATION

Attach a copy of approved articles of incorporation and proof of status as a registered non-profit corporation

C#: <u>C-00889</u>	WA UNIFIED BUSINESS IDENTIFIER (UBI)#: <u>600-478-485</u>
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APPLICANT NAME: <u>Rural Resources Community Action</u>	PHONE #: <u>509-684-8421</u>
d/b/a:	FAX #:

BUSINESS (MAILING) ADDRESS: (street address, P.O. Box): 956 s. main, Ste A
(city, state, zip) Colville, WA 99114

PHYSICAL ADDRESS: (street address, if different)
Same

~~NO MONIES ENCLOSED~~

PRINCIPAL OFFICERS (List names, titles, and addresses of two principal officers of the nonprofit corporation)

<u>Dan Berger, Finance Committee Chair</u>	<u>P.O. Box 249, Kettle Falls, WA 99141</u>
<u>Terri Owens, MANAGER President</u>	<u>1177 Williams Ln, Evans 99126</u>

TRANSFER OF CERTIFICATE

Complete this section if you are transferring an existing certificate to a new corporation, or if you are changing your corporate name. List name of current certificate holder and the certificate number to be transferred. If this section is not complete, you will be issued a new certificate number instead of having the existing certificate reissued.

NAME ON CERTIFICATE: NE WA Rural Resources Devel. Assoc.

CERTIFICATE NUMBER: C-00889

NEW NAME:

Rural Resources Community Action

INSURANCE REQUIREMENTS (must check one)

(certificate will not be issued until acceptable insurance is received)

The applicant will provide service only in vehicles with a seating capacity of less than 16 passengers, including the driver - \$500,000 in Public Liability and Property Damage Insurance is required. Complete and submit the Safety Fitness Survey. You will not be subject to the motor carrier safety provisions relating to Commercial Driver's License and Controlled Substance and Alcohol Training/Testing.

The applicant will provide service in vehicles with a seating capacity of 16 passengers or more, including the driver - \$1,000,000 in Public Liability and Property Damage Insurance is required. Complete and submit the Safety Fitness Survey. You will be subject to all of the motor carrier safety provisions including Commercial Driver's License and Controlled Substance and Alcohol Training/Testing.

EQUIPMENT LIST (Attach additional list if necessary)

State & License Number	Year and Make of Vehicle	Seating Capacity	Vehicle Identification Number (VIN#)
SEE - ATTACH			

CONDITIONS JUSTIFYING GRANT OF CERTIFICATE (Attach Additional Sheet if Necessary)

Please describe the transportation service you will provide to persons with special transportation needs if a Private Nonprofit Transportation Provider certificate is granted. Be sure to describe the special transportation needs that exist and the source of your "compensation". (i.e. Private or Government grants or contracts, passenger fares, etc.)

RRCA has been providing transportation services to the elderly, disabled, young children, Medicaid clients and general public in Stevens, Ferry and Penn Orelle counties for over 35 years w/ para transit & transit. RRCA is funded through Aging and Long Term Care of Eastern Washington, Medicaid sub-contractor, Head Start, Job Access Reverse Commute Grant, Federal Transit Administration funds, and Washington State Department of Transportation funds

As applicant, I understand that the filing of this application does not in itself constitute authority to operate and that no operations may be conducted until a certificate is received from the Commission. I hereby declare and affirm that the information contained in this application is true to the best of my knowledge and belief.

ENCLOSED

Connie Mahugh, Transit Service Program Asst
Signature / Title

7/18/13
Date

PART - B

SAFETY FITNESS SURVEY

Instructions: In each category shown below, list the person and/or position responsible for understanding, maintaining, and complying with current Federal Motor Carrier Safety Regulations (FMCSR).

Copies of the FMCSR's are available from several vendors, these include, but are not limited to:

Washington Trucking Associations, 930 So. 336th St., Suite B, Federal Way, WA 98003, (206) 838-1650

J. J. Keller, P O Box 368, Neenah, WI 54957-0368, (800) 558-5011

Willamette Traffic Bureau, 1444 SE Hawthorne, Portland, OR 97214, (503) 236-1183

Government Printing Office, 915 2nd, Seattle, WA 98174, (206) 553-4270

Controlled Substances and Alcohol Testing (Part 382)

Name: Kelly Scalf Position: DIVISION DIRECTOR

Any person who drives a commercial motor vehicle requiring a CDL must be in a Controlled Substance and Alcohol Testing program that complies with the FMCSR in 49 CFR Part 382 and 49 CFR Part 40.

Each company will have in place a system for complying with FMCSR governing alcohol and controlled substances testing requirements (49 CFR Part 382 and 49 CFR Part 40)

Commercial Drivers License (CDL) Requirements (Part 383)

Name: Kelly Scalf Position: DIVISION DIRECTOR

Any driver who operates a vehicle that meets the definition of a commercial motor vehicle as described below must have a valid CDL. The definition of a commercial motor vehicle is:

- ▶ has a gross combined weight rating of 26,001 pounds that includes a towed unit with a gross vehicle weight rating of more than 10,000 pounds; or
- ▶ has a gross vehicle weight rating of 26,001 pounds or more; or
- ▶ is designed to transport 16 or more passengers, including the driver; or
- ▶ is of any size and is used to transport hazardous materials of an amount that requires placarding under HM regulations.

(Definition shown above applies in reference to this section and that of controlled substance testing.) Contact local Department of Licensing office for additional information

Driver Qualification Requirements (Part 391)

Name: Kelly Scalf Position: DIVISION DIRECTOR

Each company must maintain a complete Driver Qualification File for each employee (whether permanent, casual, or intermittent) authorized to drive a motor vehicle. To determine what information is required, review FMCSR Part 391.51.

Owner/operators that work exclusively in intrastate commerce within Washington have limited exemptions that are found in WAC 480-14-370(7). Owner/operators that conduct any interstate operations must maintain a complete file on themselves and any casual or intermittent driver that they may use.

Drivers Hours of Service (Part 395)

Name: Kelly Scalf Position: DIVISION DIRECTOR

Each company must maintain true and accurate hours of service records for each individual that drives a motor vehicle. If company's operations meet all requirements of the "100 air mile radius driver," a record of duty status is acceptable. A driver must complete a driver's daily log book when he/she exceeds the 100 air-mile radius or he/she exceeds 12 hours.

Note: Reference 49 CFR, Part 395.1(e) and WAC 480-14-380

Vehicle Inspection, Repair, and Maintenance (Part 396)

Name: Kelly Scalf Position: DIVISION DIRECTOR

Part 396.11 requires that drivers prepare a written "Driver Vehicle Inspection Report" on each vehicle used each day. Refer to Part 396.11 for a description of the required content of this report.

Each motor carrier must maintain certain required records for each vehicle that include the following: (see Part 396.3(b)).

- Identification of the vehicle.
- A means to indicate the nature and due date of various inspection and maintenance operations to be performed.
- A record of inspections, repairs and maintenance indicating their date and nature.

All companies must comply with Part 396.17 dealing with Periodic Inspections. Each motor carrier must inspect or have inspected, all motor vehicles subject to its control at least once during the preceding 12 months.

My signature below certifies that I understand my responsibility as a motor carrier of passengers and I will comply with all the safety requirements which apply to my operations.

Kelly Scalf
Signature of applicant

7-14-03
Date

Please ask for technical assistance if you require information on any of these safety issues.

~~NO MONIES
ENCLOSED~~

Technical Assistance

As part of the application process, the Commission voluntarily provides technical assistance on any of the Safety Fitness requirements. The goal and mission of the Commission is to assist carriers in understanding the safety rules and regulations and what is necessary to have an adequate and effective safety program.

Requesting additional information on any or all of the below listed sections will not result in your company being selected for a safety compliance audit. There is no additional charge for this service. Technical assistance may be in the form of a personal contact or telephone contact, depending on Commission employee availability.

If you want information on any of the safety requirements, check the appropriate box(es) below. Please include day and evening phone numbers and the name of the person to be contacted.

Place an "X" or check mark in the box in front of any subject on which you wish assistance.	Subject/Topic Area
<input type="checkbox"/>	Controlled Substances and Alcohol testing (Part 382)
<input type="checkbox"/>	Commercial Driver's Licensing requirements (Part 383)
<input type="checkbox"/>	Minimum Levels of Financial Responsibility (Insurance) (Part 387)
<input type="checkbox"/>	Driver Qualification requirements (Part 391)
<input type="checkbox"/>	Driving of Commercial Motor Vehicles (Part 392)
<input type="checkbox"/>	Parts and Accessories Necessary for Safe Operation (Part 393)
<input type="checkbox"/>	Hours of Service requirements (Part 395)
<input type="checkbox"/>	Inspection, Repair, and Maintenance (Part 396)

Contact person: _____

Day telephone number: _____

Evening telephone number: _____

CURRENT PASSENGER SERVICE VEHICLE INVENTORY

Agency: Rural Resources Community Action

Inventory Date: July 22, 2002

MAKE/MODEL	YEAR	VIN Number	Seating Capacity A C	Odometer Reading	Lift Equip? (yes/no)	No. of Tie Down Positions	Condition (1-10)*	Replace? yes/no	Town where located--- License #
#3 Ford Champion Bus DOT	2000	1FDXE45S9YHB83229	14	27,802	YES	2	10	NO	RS03885
#6 Chevy School Bus RR	1993	2GBHG31K2P4105690	14-----22	75,112	NO	NA	3	NO	METALINE RS00986
#7 Ford Champion Bus DOT	2000	1FDXE45S8YHB88762	14	35,658	YES	2	10	NO	RS0388
#11 Ford Champion Bus DOT	2000	1FDXE45S4YHC00969	14	31,689	YES	2	10	NO	RS03887
#13 Ford School Bus HS-RR	1989	1FDJE37H5KHB53928	14-----22	113,778	NO	NA	3	NO	COLVILLE RS00391
#14 Chevy School Bus HS-RR	1991	2GBHG31K7M4124439	14-----22	112,900	NO	NA	3	NO	CHEWELAH RS00644
#15 Chevy School Bus HS-RR	1992	2GBHG31K6N4120402	14-----22	114,169	NO	NA	3	NO	COLVILLE RS001474
#16 Chevy School Bus HS-RR	1994	1GBHG31K1RF160211	14-----22	70,494	NO	NA	3	NO	NEWPORT RS00628
#17 Goshen Coach DOT-T	1995	4CDK59M27S2108454	22	116,598	YES	2	4	NO	COLVILLE RS00980
# 24 Ford-Taurus White RR-AVP	1996	1FALP51U6TG255065	5	104,920	NO	NA	8	NO	AGENCY 636HBC
#28 Ford E-350 Aerotech DOT-RR	1997	1FDLE40S0VHB81595	14	104,359	YES	2	7	NO	COLVILLE RS02204
#29 Ford E-350 Aerotech DOT-RR	1997	1FDLE40S2VHB81596	14	97,121	YES	2	7	NO	COLVILLE RS02203
* Condition of the vheicle(s) should be ranked as follows:					2 to 4 = Reuires frequent major repairs (less than 6 months between repairs)				
10= No Major Problems, only routine preventative maintenance needed.					1 = Insufficient poor condition that continued use presents potential problems.				
8 or 9 = Good working order, requiring only nominal or infrequent minor repairs.									
5 to 7 = Requires frequent minor repair or infrequent major repairs.									

~~NO MONIES ENCLOSED~~

REC'D APR 25 1990
WASHINGTON UTILITIES AND TRANSPORTATION COMMISSION

For the Operation of Motor Propelled Vehicles

pursuant to the provisions of Chapter 81 RCW

THIS IS TO CERTIFY that authority is granted to operate as a MOTOR CARRIER in the transportation of the commodities and in the territory described herein to

NE WA RURAL RESOURCE & DEVEL. ASSOC.
320 N. MAIN STREET
COLVILLE, WA 99114

PERMIT NO.
C-00889

Passenger and/or Express Service as a private, non-profit, transportation provider.

M. V. C. NO. 1216

11-28-79

WASHINGTON UTILITIES AND TRANSPORTATION
COMMISSION

By





STATE OF WASHINGTON

WASHINGTON UTILITIES AND TRANSPORTATION COMMISSION

1300 S. Evergreen Park Dr. S.W., P.O. Box 47250 • Olympia, Washington 98504-7250
(360) 664-1160 • TTY (360) 586-8203

July 2, 2003

Rural Resources Community Action
Attn: Connie Mahaugh
956 S. Main, Suite A
Colville, WA 99114

Dear Ms. Mahaugh:

We recently received your correspondence regarding the Corporation name change from NE WA Rural Resource & Development Association to Rural Resources Community Action. With this type of name change, the Private Non-Profit Transportation Providers application needs to be completed in it's entirety. The application we received was blank.

I am returning the application to you to be completed so we can continue to process this request.

If you have any questions or concerns, please feel free to contact me directly at (360) 664-1170.

Sincerely,

Tina Lipski
Transportation Specialist
Licensing Services

Enclosure





**RURAL
RESOURCES**
Community Action

TRANSPORTATION DEPARTMENT: 956 S. Main, Suite A • Colville, WA 99114 • (509) 684-2961 • (800) 776-9026

June 19, 2003

Washington Utilities & Transportation Commission
1300 S. Evergreen Park Drive SW
PO Box 47250
Olympia, WA 98504-7250

To Whom It May Concern:

I've enclosed the information you recently requested:

- 1) Copy of the agency insurance policy
- 2) Copy from the Secretary of State of notice the corporation name change.
- 3) Copy of our current WUTC number and certificate

Hope with meets with your satisfaction.

Sincerely,

Connie Mahugh
Transit Service Program Asst.

Cc: Kelly Scif, Division Director

RECEIVED
JUN 23 2003
WASH. UT. & TP. COMM.

STATE OF WASHINGTON



SECRETARY OF STATE

RURAL RESOURCES COMMUNITY ACTION

C/O BARRY LAMONT
320 N MAIN ST
COLVILLE WA 99114

AMENDMENT

I, Sam Reed, Secretary of State of the State of Washington and custodian of its seal, hereby certify that documents meeting Washington statutory requirements have been filed and processed with the Secretary of State on behalf of:

RURAL RESOURCES COMMUNITY ACTION

A Washington Non-Profit Corporation
UBI: 600 478 485
Filing Date: March 07, 2002

Previous Name:

NORTHEAST WASHINGTON RURAL RESOURCES DEVELOPMENT ASSOCIATION



Given under my hand and the seal of the State of Washington at Olympia, the State Capital.

Sam Reed, Secretary of State

STATE of WASHINGTON



SECRETARY of STATE

I, SAM REED, Secretary of State of the State of Washington and custodian of its seal,
hereby issue this

CERTIFICATE OF EXISTENCE/AUTHORIZATION

OF

RURAL RESOURCES COMMUNITY ACTION

I FURTHER CERTIFY that the records on file in this office show that the
above named nonprofit corporation was formed under the laws of the
State of Washington and was issued a Certificate of Incorporation
in Washington on October 25, 1965.

I FURTHER CERTIFY that as of the date of this certificate, no Articles of Dissolution
have been filed, and that the corporation is duly authorized to
conduct affairs in the corporate form in the State of Washington.



Date: December 2, 2002

*Given under my hand and the Seal of the State
of Washington at Olympia, the State Capital*

ek

Sam Reed

Sam Reed, Secretary of State

INSURANCE IDENTIFICATION CARD

COMPANY NUMBER

COMPANY

(STATE)

WA

POLICY NUMBER

CK01900934

St. Paul Fire & Marine

EFFECTIVE DATE

06/30/00

EXPIRATION DATE

06/30/03

YEAR

MAKE/MODEL

VEHICLE IDENTIFICATION NUMBER

"F L E E T"

AGENCY/COMPANY ISSUING CARD

MARSH ADVANTAGE AMERICA

PO BOX 2151

SPOKANE, WA 99210

Phone:

509-358-3900

INSURED

Rural Resources Community

Action

956 S. Main, Suite A

Colville WA 99114

06-13

THIS CARD MUST BE KEPT IN THE INSURED VEHICLE AND PRESENTED UPON DEMAND

IN CASE OF ACCIDENT: Report all accidents to your Agent/Company as soon as possible. Obtain the following Information:

R*

1

1. Name and address of each driver, passenger and witness.
2. Name of Insurance Company and policy number for each vehicle involved.

**NORTHEAST WASHINGTON RURAL RESOURCES
INSURANCE SUMMARY**

UPDATED: 6/30/01

ST. PAUL INSURANCE COMPANY

06/30/00 TO 06/30/03

#CK01900934

*Premium as of 06/30/00 Renewal
Refer to schedules for premium changes*

PROPERTY:

\$12,432

\$ 4,839,000 Blanket Buildings & Contents

➤ \$1,000 Deductible

➤ Special Form

➤ Replacement Cost

(Refer to Schedule for Changes)

Additional Coverages:

Business Income/Extra Expense (Actual Loss Sustained)

\$ 10,000 Money & Securities – On Premises

\$ 5,000 Money & Securities – Off Premises

\$ 75,000 Property Off Premises (Exhibit)

\$ 25,000 Valuable Papers & Records

\$ 25,000 Computer

\$ 15,000 Debris Removal

\$ 15,000 Accounts Receivable

\$ 2,500 Depositor's Forgery

\$ 3,000 Outdoor Trees, Shrubs, Plants & Lawns Limit Per Loss

\$ 500 Outdoor Trees, Shrubs, Plants & Lawns Limit Per Item

**NORTHEAST WASHINGTON RURAL RESOURCES
INSURANCE SUMMARY**

GENERAL LIABILITY: \$16,007

\$ 2,000,000	General Aggregate
\$ 2,000,000	Products Completed Operations Aggregate
\$ 1,000,000	Occurrence Limit
\$ 1,000,000	Personal/Advertising Injury
\$ 100,000	Fire Damage
\$ 5,000	Medical Payments
\$ 1,000,000	Employers Liability (Stop Gap)
\$ 1,000,000	Employee Benefits Liability (\$1,000 Deductible)
\$ 250	Property Damage Deductible (Each Claim)

(Refer to Schedule for Changes)

INSTALLATION FLOATER: \$ 250

\$ 10,000	Project Limit
\$ 10,000	Transit Limit
\$ 20,000	Catastrophe Limit
\$ 1,000	Deductible

MISCELLANEOUS PROPERTY: \$ 250

\$ 4,000	Unscheduled Equipment
\$ 2,000	Miscellaneous Tools & Equipment
\$ 250	Deductible

ELECTRONIC DATA PROCESSING: \$ 543

N. 320 Main, Colville, WA

\$ 30,000	Hardware Limit
\$ 65,000	Software, Media/Extra Expense
\$ 250	Deductible
\$ 1,000	Deductible Breakdown

**NORTHEAST WASHINGTON RURAL RESOURCES
INSURANCE SUMMARY**

CRIME: **\$ 690 ✓**

\$ 60,000 Blanket Limit Employee Dishonesty

\$ 1,000 Deductible

\$ 10,000 Forgery and Alteration

\$ 0 Deductible

(Money & Securities – Refer to Property Extension)

➤	Dishonesty Increased to \$110,000	3/20/01-6/30/01	\$ 47
		6/30/01-6/30/02	\$ 132 ✓
		6/30/02-6/30/03	\$ 132

UMBRELLA: **\$ 5,156 ✓**

\$ 5,000,000 Limit Each Occurrence

\$ 5,000,000 Limit Aggregate

For the Operation of Motor Propelled Vehicles

pursuant to the provisions of Chapter 81 RCW

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NE WA RURAL RESOURCE & DEVEL. ASSOC.
320 N. MAIN STREET
COLVILLE, WA 99114

PERMIT NO.
C-00889

Passenger and/or Express Service as a private, non-profit, transportation provider.

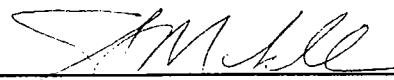
M. V. C. NO. 1216

11-28-79



WASHINGTON UTILITIES AND TRANSPORTATION
COMMISSION

By



FROM: Washington Utilities and Transportation Commission
Transportation Operations
PO Box 47250 Phone: (888) 606-9566
Olympia, WA 98504-7250 Fax: (360) 586-1118

Date: 07-30-2003 Staff: Linda Elhardt

TO: D079208
RURAL RESOURCES COMMUNITY ACTION
956 S. MAIN, SUITE A
COLVILLE, WA 99114

Return this document with the completed/corrected items listed below for prompt processing of your application for operating authority.

not needed per Mark H

Obtain a CVSA safety inspection of your vehicle (s) and remit a copy of the completed inspection form. You may contact Carolyn Caruso at (360) 664-1244 for an appointment.

Obtain a Uniform Motor Carrier Certificate of Insurance (Form E) from your insurance company. The insurance must show your name EXACTLY as it is shown above.