

Pacific Northwest Transportation Services, Inc. (C-862)  
d/b/a Capital Aeroporter  
PO Box 2163  
Olympia, Washington 98507

November 13, 2020

Mr. Mark Johnson  
Executive Director and Secretary  
Washington Utilities & Transportation Commission  
PO Box 47250  
1300 Evergreen Park Dr. SW  
Olympia, Washington 98504-7250

Re: Pacific Northwest Transportation Services, Inc. (C-862) Temporary Auto Transportation Authority Application

Mr. Johnson:

Pacific Northwest Transportation Services, Inc. (C-862) d/b/a Capital Aeroporter is hereby applying for the following Temporary Auto Transportation Authority:

- Door-to-Door Passenger Service between the SeaTac Airport and points within King County (Excluding Vashon and Maury Island), Snohomish County, and the portion of Pierce County that lies East and South of Puget Sound Waterways and the Tacoma Narrows, including Joint Base Lewis McChord (JBLM).
- Door-to-Door Passenger Service between the Seattle Waterfront Piers and points within King County (Excluding Vashon and Maury Island), Snohomish County, and the portion of Pierce County that lies East and South of Puget Sound Waterways and the Tacoma Narrows, including Joint Base Lewis McChord (JBLM).
- Scheduled Passenger Service between the Seattle-Tacoma International Airport, Downtown Seattle Hotels and the Seattle Waterfront Piers.

The traveling public in King, Snohomish and Pierce Counties and JBLM are in immediate need of Door-to-Door Passenger Service which is currently unavailable. Seattle Cruise Ship Customers are in need (Spring 2021) and Downtown Seattle Hotel guests are in immediate need of Scheduled Passenger Services which are also currently unavailable between those areas and the Seattle-Tacoma International Airport. Our Company receives phone calls and requests on a daily basis for these services.

An immediate public need and necessity is currently not satisfied in all areas listed within our application where we do not currently hold Auto Transportation Authority. **Per WAC 480-30-156** There is no other existing certificate holder that is providing any of these services to the satisfaction of the Commission. Our temporary certificate meets all the requirements of **WAC 480-30-096**. It is in the public interest that this temporary authority is granted as soon as possible, due to the lack of available auto transportation options and unmet public need.

With our many years of experience and immediately available resources, we will work diligently with WUTC Staff and Commissioners to quickly fill the void that has been left by previous operators and certificate holders.

Sincerely,

John Fricke  
Vice President—Operations/COO  
360-507-0476  
360-754-7113  
[johnf@capair.com](mailto:johnf@capair.com)



## AUTO TRANSPORTATION AUTHORITY APPLICATION

<b>FOR OFFICAL USE ONLY</b>			
DATE FILED: <b>11/13/2020</b>	Company: <b>Pacific Northwest Transportation Services Inc.</b>	Docket #: <b>TC-200927</b>	
111-0268	Receipt ID: <b>70994</b>	Payment ID:	Amount Paid: <b>\$ 150.00</b>
111-0268-232-01	111-0268-232-02	111-0268-230-01	111-0268-230-02

<b>Type of Passenger Transportation Authority Requested (check one box)</b>	<b>Fee Required</b>
<input type="checkbox"/> <b>New Certificate</b> (auto transportation company certificates include statewide charter and excursion carrier service if marked below). Complete Sections 1-8 and <i>Attachment A</i> . Submit a proposed tariff and time schedule.  Do you plan on providing charter/excursion service? <input type="checkbox"/> Yes <input type="checkbox"/> No  If yes, complete <i>Attachment F</i> .	<b>\$200.00</b>
<input type="checkbox"/> <b>Extension of Existing Auto Transportation Certificate C-</b> <input style="width: 100px;" type="text" value="862"/> Complete Sections 1-8. Submit a proposed tariff and time schedule.	<b>\$150.00</b>
<input type="checkbox"/> <b>Transfer or Lease Auto Transportation Authority</b> – Complete Sections 1-8 and <i>Attachments C &amp; G</i> . <input type="checkbox"/> Transferring all of Certificate C- <input style="width: 100px;" type="text"/> <input type="checkbox"/> Transferring a portion of Certificate C- <input style="width: 100px;" type="text"/>	<b>\$200.00</b>
<input checked="" type="checkbox"/> <b>Temporary Auto Transportation Authority</b> - New temporary authority or temporary to operate pending a commission decision on a parallel filed permanent application. Complete Sections 1-8 and <i>Attachment B</i> .	<b>\$150.00</b>
<input type="checkbox"/> <b>Mortgage of Certificate</b> – Complete Section 1 and <i>Attachment E</i> .	<b>\$35.00</b>
<input type="checkbox"/> <b>Name Change</b> – Change in corporate name, change in trade name; adding or deleting a trade name; or changing the surname of an individual owner or partner. Complete Section 1 and <i>Attachment D</i> .	<b>\$35.00</b>
<input type="checkbox"/> <b>Reinstatement of Canceled Certificate</b> – Complete Sections 1, 2 and 8.	<b>\$200.00</b>



**Section 1 - Business Information**

Legal Name: **Pacific Northwest Transportation Services, Inc.**

Trade Name, if applicable: **Capital Aeroporter Airport Shuttle**

Physical Address: **5033 Harrison Ave NW, Olympia, WA 98502**

Mailing Address: **PO Box 2163, Olympia, WA 98507**

Telephone Number: **360-754-7113**

Email: **customerservice@capair.com**

Fax Number: **360-754-7118**

Contact Name: **John Fricke, Vice President-Operations**

USDOT#: **1967348** If you do not have a USDOT number, go to the [FMCSA website](#) to apply or call 360-596-3812 for assistance.

Is your business registered with the [Department of Revenue](#)?  No  Yes

Business License/UBI#: **600-244-553**

**Type of Business**

Individual  Partnership  Corporation  Other (LP, LLP, LLC)

State of Incorporation

**Washington**

List the name, title, and percentage of all partner's share or stock distribution for major stockholders:

Name	Title	Stock Distribution/% of Shares
<b>Shirley M Fricke</b>	<b>Executive Vice President</b>	<b>51</b>
<b>James Fricke</b>	<b>President/CEO</b>	<b>39</b>
<b>John E Fricke</b>	<b>Vice President of Operations</b>	<b>10</b>
<b>Krista Moore</b>	<b>Director of Compliance</b>	<b>0</b>

**Section 2 – Proposed Service Information**

- 1) What type of service do you plan on providing: door-to-door services and/or scheduled service?
  - Door-to-door service** - Service provided between locations identified by the passengers and points specifically named by the company in its filed tariff and time schedule. Door-to-door service requires a time schedule in compliance with WAC [480-30-281\(2\)\(c\)](#) and may be restricted to "by reservation only"; and/or,
  - Scheduled service** - Service provided between locations specifically named by the company (for example, the X Hotel at 4th and Main) and points specifically named by the company in its filed tariff and time schedule. Scheduled service requires the company to file a time schedule in compliance with WAC [480-30-281 \(2\)\(b\)](#) and may be restricted to "by reservation only."
- 2) Provide the following documents with your application:
  - A map of the proposed line, route, or service territory that meets the standards described in [WAC 480-30-051](#).
  - Support statements for proposed service authority.



3) Describe the proposed type of service (see [WAC 480-30-096](#)) including the line, route, or service territory described in terms such as streets, avenues, roads, highways, townships, ranges, cities, towns, counties or other geographic description:

**Propose to provide Door-to-Door Passenger Service between the Seattle-Tacoma International Airport and Seattle Waterfront Piers on one hand, and points within King County (Excluding Vashon and Maury Island), Snohomish County, Joint Base Lewis McChord (JBLM) and the portion of Pierce County that lies East and South of Puget Sound Waterways and the Tacoma Narrows, on the other hand. Propose to provide Scheduled Passenger Service between Seattle-Tacoma International Airport and downtown Seattle Hotels and Seattle Waterfront Piers.**

4) State the conditions that demonstrate this proposed service is for the public convenience and necessity:

**The traveling public in King, Snohomish and Pierce Counties and JBLM are in need of SeaTac Airport Door-to-Door Passenger Service which is currently unavailable. Seattle Cruise Ship Customers are in need of scheduled passenger service which is also currently unavailable from SeaTac Airport and downtown Seattle hotels. Only expensive transportation alternatives are currently available. Our company receives phone calls and requests on a daily basis from these areas requesting these services. The public need is not currently being met or provided by any Auto Transportation Company.**

5) State the applicant's prior experience and familiarity with the statutes and rules that govern operations they proposes:

**Capital Aeroporter owners and management provided 48 years of auto transportation service and are familiar with all statutes and rules, from WAC 480-30 and RCW 81.68 and 81.70, respectively that govern operations.**

6) Do other auto transportation companies currently provide service between any of the points or along any portion of the route you propose to serve?  No  Yes If yes, list the names and addresses of companies:

**We are unaware of any auto transportation companies currently providing door-to-door service between SeaTac, SeaTac Airport and Seattle Waterfront Piers and those points in King, Snohomish and Pierce Counties and JBLM OR scheduled passenger service between SeaTac Airport and points at downtown Seattle hotels and Seattle Waterfront Piers.**

7) Do you currently hold, or have you ever held, an auto transportation certificate?  No  Yes  
If yes, please indicate your certificate number C- **862**

8) Have you ever applied for and been denied an auto transportation certificate?  No  Yes  
If yes, please explain:

9) Have you or your company ever been cited for a business-related violation of state laws or commission rules by the UTC or any other federal or state agency?  No  Yes If yes, please explain:

**TC-160332 Violation of WAC 480-30-221, Vehicle and Driver Safety Requirements, violations immediately addressed and remedied to the Satisfaction of the Commission.  
TC-190130 Violation of WAC 480-30-221, Vehicle and Driver Safety Requirements, violations immediately addressed and remedied to the Satisfaction of the Commission.**



**Section 3 – Tariff and Time Schedule**

- 10) Is this application for temporary authority, a new certificate, or extension of existing certificated authority?  
 No  Yes **If yes, you must include a proposed tariff and time schedule that is in compliance with WAC 480-30-256 through WAC 480-30-436.**
- 11) Are you applying for fare flexibility as described in WAC 480-30-420?  Yes  No  
**If yes, complete Attachment H to show your proposed base rate and maximum rate.**
- 12) If this application is a transfer or a lease of authority from an existing certificated company, you must either file a new tariff and time schedule at the same rate levels as on file, or, you must adopt the current certificate holder’s tariff and time schedule. To file a new tariff, use the standard tariff format attached to this application or an approved alternate format. Indicate which option you will use:  Adopt  File new tariff

**Section 4 - Financial Statement**

Complete the following or attach a balance sheet, profit and loss statement, or business plan.

Assets		Liabilities	
Cash in Bank	\$ 500,000	Salaries/Wages Payable	
Notes Received		Accounts Payable	\$ 1,500,000
Investments		Notes Payable	
Other Current Assets	\$ 500,000	Mortgages Payable	
Prepaid Expenses		<b>Total Liabilities</b>	<b>\$ 1,500,000</b>
Land and Buildings		Net Worth	<b>\$ 10,000</b>
Trucks and Trailers	\$ 500,000	Preferred Stock	
Office Furniture	\$ 10,000	Common Stock	
Other Equipment		Retained Earnings	
Other Assets		Capital	\$ 1,500,000
<b>TOTAL ASSETS</b>	<b>\$ 1,510,000</b>	<b>TOTAL LIABILITIES AND NET WORTH</b>	<b>\$ 1,510,000</b>

In addition, the application must include the following (see WAC 480-30-096)

- Ridership and Revenue forecasts for the first twelve months of operation.
- A pro forma balance sheet and income statement for the first twelve months of operation.

**Section 5 – Hearing Information**

If the commission assigns this application for a formal hearing, estimate the number of witnesses you will present and the amount of time you will need for your presentation.

Number of witnesses: <b>2</b>	Amount of time: <b>15 Minutes</b>
Will an attorney be representing you? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <b>If Yes, complete the following:</b>	
Attorney’s Name:	Attorney’s Phone Number:
Attorney’s Firm:	Fax Number:
Street:	
City, State, Zip:	Email:



**Section 6 - Equipment List**

Describe the equipment that will be used (attach additional sheet if necessary). All vehicles must pass a Commercial Vehicle Safety Alliance inspection before an application is granted. All fields are required. Per [WAC 480-30-036 \(2\)](#), "**Party bus**" means any motor vehicle whose interior enables passengers to stand and circulate throughout the vehicle because seating is placed around the perimeter of the bus or is nonexistent and in which food, beverages, or entertainment may be provided. A motor vehicle configured in the traditional manner of forward-facing seating with a center aisle is not a party bus.

Year	Make	License Number	Vehicle ID (VIN)	Seating Capacity	Party Bus?
	See Attached				

\*attach additional pages if necessary

13) Will you be employing CDL drivers?  Yes  No

**You must submit evidence of enrollment in a drug and alcohol testing program**

**Section 7 - Operational Responsibilities**

Identify the person and position responsible for understanding and complying with the requirements of each category shown below:

**Tariffs, Time Schedules, Rates and Rate Filings ([WAC 480-30-251](#) through [WAC 480-30-436](#))** Companies must file a tariff showing all rates it will impose on its customers, together with rules that govern how rates will be assessed. Companies must also file a time schedule. Charter and excursion only carriers are not required to file tariffs and time schedules per [WAC 480-30-251](#).

Name: <b>John Fricke</b>	Position: <b>VP Operations</b>
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**Annual Reports and Regulatory Fees ([WAC 480-30-066](#) through [WAC 480-30-081](#))** Auto transportation companies must file an annual report of its financial and operational activity and pay regulatory fees by May 1 of each year. Charter and excursion carriers must file an annual safety report by May 1; and pay regulatory fees by Dec. 31 of each year.

Name: <b>John Fricke</b>	Position: <b>VP Operations</b>
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**Customer Service** Person responsible for customer service complaints, and customer notice requirements.

Name: <b>John Fricke</b>	Position: <b>VP Operations</b>
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**State of Washington General Laws, Rules and Regulations** Individuals and companies doing business in the state of Washington must comply with the regulations of local, state, and federal agencies such as, but not limited to: Department of Labor and Industries (industrial insurance, safety, prevailing wage); Department of Licensing (vehicle and drivers licenses, fuel permits, fuel tax); Secretary of State (corporate registrations); Department of Revenue and Internal Revenue Service (business licensing, taxes); and Employment Security.

Name: <b>Shirley Fricke</b>	Position: <b>Executive Vice President</b>
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**Section 8 – Safety**

In each of the categories shown below, list the person and position responsible for understanding and complying with the **Federal Motor Carrier Safety Regulations (FMCSR)** and Washington State laws and rules. Please refer to the WAC rules, fact sheets, and publication "Your Guide to Achieving a Satisfactory Safety Rating" for assistance with requirements.

**Controlled Substance Abuse and Alcohol Use and Testing (Title 49, Code of Federal Regulations Part 382 and Part 40).** If you operate commercial motor vehicles, your drivers must be in a Controlled Substance and Alcohol Use and Testing program. You must have an alcohol and controlled substances testing program. **Please attach evidence of your enrollment in a drug and alcohol testing program if your company has commercial vehicles and employs CDL drivers.**

Name: <b>Shirley Fricke</b>	Position: <b>Executive Vice President</b>
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**Driver Qualification Requirements (Title 49, Code of Federal Regulations Part 391)** Drivers must meet minimum qualification requirements and each company must maintain driver qualification files for each driver.

Name: <b>Robinson Dishaw</b>	Position: <b>Driver Supervisor</b>
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**Driver Hours of Service (Title 49, Code of Federal Regulations Part 395)** Drivers must maintain logs and each company must maintain true and accurate hours of service records for each driver.

Name: <b>Robinson Dishaw</b>	Position: <b>Driver Supervisor</b>
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**Inspection, Repair and Maintenance (Title 49, Code of Federal Regulations Part 396)** Every motor carrier shall systematically inspect, repair, and maintain all motor vehicles subject to its control.

Name: <b>Jeremy Garland</b>	Position: <b>Vehicle Maintenance Supervisor</b>
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**Safety Regulations, General (Title 49, Code of Federal Regulations Part 390)**

Name: <b>Krista Moore</b>	Position: <b>Director of Compliance</b>
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**Driving of Commercial Motor Vehicles (Title 49, Code of Federal Regulations Part 392)**

Name: <b>Robinson Dishaw</b>	Position: <b>Driver Supervisor</b>
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**Parts and Accessories Necessary for Safe Operation (Title 49, Code of Federal Regulations Part 393)**

Name: <b>Jeremy Garland</b>	Position: <b>Vehicle Maintenance Supervisor</b>
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**Section 9 - Declaration of Applicant**

- INITIAL
- JF** I understand that filing this application **does not** authorize me to start operations requested or in the territory described until the commission grants the application and issues a certificate.
  - JF** I understand the responsibilities of a passenger transportation company, and I am in compliance with all local, state, and federal regulations governing business in the state of Washington.
  - JF** I certify under penalty of perjury under the laws of the State of Washington that the information contained in this application is true and correct.
  - JF** I certify that I am the applicant, or I am authorized to execute and file this document on behalf of the applicant.

Name: <b>John Fricke, Vice President Operations</b>	Date: <b>11/13/2020</b>
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## SECTION 6 PASSENGER TRANSPORTATION VEHICLE EQUIPMENT LIST

### Instructions

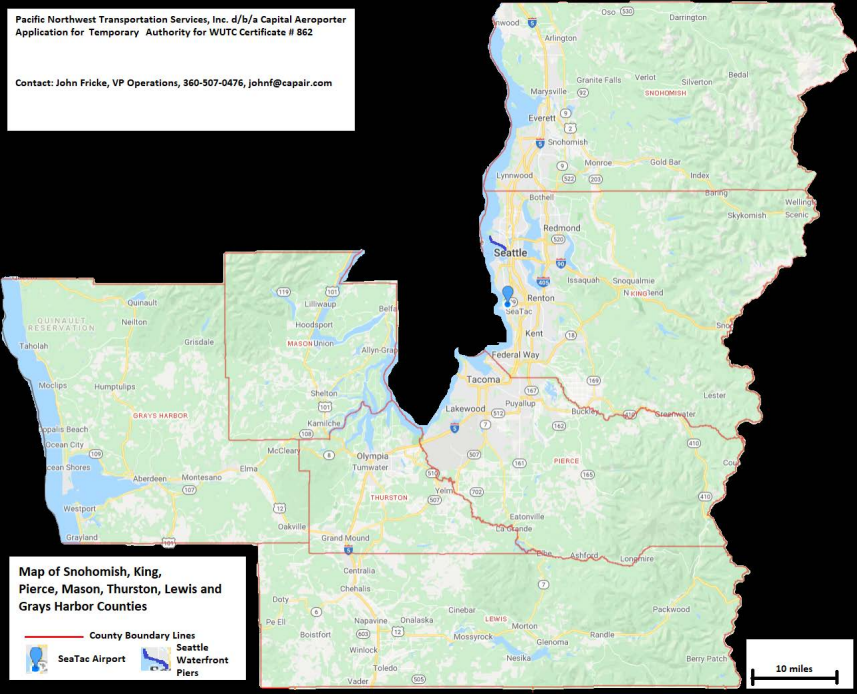
Describe the equipment that will be used (attach additional sheet if necessary). All vehicles must pass a Commercial Vehicle Safety Alliance inspection before an application is granted. All fields are required. Per **WAC 480-30-036 (2)**, "**Party bus**" means any motor vehicle whose interior enables passengers to stand and circulate throughout the vehicle because seating is placed around the perimeter of the bus or is nonexistent and in which food, beverages, or entertainment may be provided. A motor vehicle configured in the traditional manner of forward-facing seating with a center aisle is not a party bus.

Line No.	Year	Make	Model	State of Registration	License No.	VIN	Company Unit	Seating Capacity	Vehicle Type (from drop
1	2019	Mercedes	Sprinter	WA	C01943S	<b>W1Z4EFHY7KP202321</b>	1	12	Van
2	2016	Mercedes	Metris	WA	C52645F	<b>WD4PG2EE5G3094207</b>	2	8	Van
3	2015	Mercedes	Sprinter	WA	C42279L	<b>WDZPE7DC5F5984030</b>	3	12	Van
4	2016	Mercedes	Sprinter	WA	C84473K	<b>8BRPE7DD1GE129284</b>	5	12	Van
5	2016	Mercedes	Sprinter	WA	C35092L	<b>8BRPE8DD3GE129292</b>	7	12	Van
6	2018	Mercedes	Sprinter	WA	C52644F	<b>WDZPE7DD4E5837429</b>	8	12	Van
7	2019	Mercedes	Sprinter	WA	BRL1450	<b>WDZPF1ED4KT010725</b>	11	12	Van
8	2019	Mercedes	Sprinter	WA	BQY8699	<b>WDZPE7CDOHP398997</b>	14	12	Van
9	2019	Mercedes	Sprinter	WA	C54763D	<b>WDZPFOCDOKP186032</b>	15	12	Van
10	2016	Mercedes	Sprinter	WA	C35135L	<b>8BRPE8DD6GE121736</b>	17	12	Van
11	2019	Mercedes	Sprinter	WA	C20195G	<b>WDZPE7DDOGP246313</b>	18	12	Van
12	2016	Mercedes	Sprinter	WA	C01012H	<b>WDZPE8DC8FP157732</b>	19	12	Van



**Pacific Northwest Transportation Services, Inc. d/b/a Capital Aeroporter  
Application for Temporary Authority for WUTC Certificate # 862**

**Contact: John Fricke, VP Operations, 360-507-0476, johnf@capair.com**



**Map of Snohomish, King,  
Pierce, Mason, Thurston, Lewis and  
Grays Harbor Counties**

**County Boundary Lines**



**SeaTac Airport**



**Seattle  
Waterfront  
Piers**

**10 miles**



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# W P C I

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*The Nation's Premier Comprehensive Drug Program Administrator*

1124 Broadway, Suite A, Scottsbluff, NE 69361 308-632-7411 FAX 308-632-6448

November 10, 2020

Pacific NW Transportation Services  
PO Box 2163  
Olympia, WA 98507

Thank you to Pacific NW Transportation Services for being our partner in a drug-free workplace. Pacific NW Transportation Services was originally enrolled on April 21, 2010. This company has not had any lapse in enrollment.

Your participation in WPCI's random pool program shows your sincere desire to provide a safe work environment for your employees and those with whom they come in contact. WPCI, as your third party administrator, has performed random selections for your company.

WPCI utilizes the latest approved CCF's for both drug and alcohol testing. This company is in the combined RSSDOT50 pool 50% for drug and 10% alcohol selections per year. This random pool is on track to meet the requirements for 2020.

WPCI is not subject to a Public Interest Exclusion.

Thank you for helping us keep America drug free!

Stephanie McConkey  
Random Pool Coordinator  
308-632-7411  
Email: [randoms@wpcidrugfree.com](mailto:randoms@wpcidrugfree.com)