



**MAINTENANCE PROPOSAL COSTS AND STAFFING PLAN**

**Hands on Management**

Global Parking System, Inc. is a locally owned company that focuses on providing direct “hands-on” management participation throughout the ownership levels of our management structure. GPS corporate office will personally continue to devote significant time and energy to the Maintenance Operation including regular on-site management, inspections, and reviews to ensure that our mutual performance goals and objectives are achieved. We will have one (1) full-time supervisor and (1) full-time operations manager on call 24/7.

Moreover, because we believe it is important for our managers to remain accessible 24-hours, 7 days per week, they carry cell phones to ensure continuous and instant accessibility. In fact, even our most senior operating officers are available 24 hours a day via cellular phones to enable immediate contact in the event of an emergency.

**Global Parking System, Inc. Location**

**Corporate**

Global Parking System, Inc.  
930 East 66<sup>th</sup> St.  
Indianapolis, IN 46220

**California**

Global Parking System, Inc  
26116 Red Corral Rd.  
Laguna Hills, CA 92653

Global Parking System, Inc  
3225 North Harbor Drive  
San Diego, CA 92101

**Arizona**

Global Parking System, Inc.  
3400 East Sky Harbor Blvd.  
Pheonix, AZ 85034



## **Maintenance-Staffing Plan and Cost Proposal**

### **10 Employees (10-FT)**

#### **10-General Maintenance Employees (4-FT and 2-PT)**

##### **Full-Time**

- Shift-1-5am-1pm-4 FT-employees- M-Sun-General Maintenance/Supervisor  
*Onsite Maintenance/Supervisor*  
*Daily duties in the operation of the maintenance contract. Answers directly to the Operations Manger*
- Shift 2- 1pm-9pm- 2 FT employees- General Maintenance

General maintenance completing daily, and weekly tasks as outlined in frequency of duties to be completed  
Completing daily garage, green space and helix walk throughs  
Completing general cleaning of areas

#### **4-Power Washing Employees (4-FT)**

##### **Full Time**

- 4-Power Washing Employees (4-FT)  
Shift-3- 8pm-4am- 4 FT employees- Sun-Th- Power Washing  
*All power washing as required by contract including daily power washing requirements*  
*Special project power washing duties*

#### **1-Vacuum Truck Operator (1-FT)**

##### **Full Time**

- 1-Vacuum Truck Operator (1-FT)  
Shift 8pm-4am- 1 FT employee-Sun-Th-Vacuum Cleaning  
All Vacuum as required by contract including daily requirements  
Special project power vacuum duties

##### **Full Time**

- 1-Operations Manager-8am-4pm-On-Call M-Sun  
Daily duties as required by contract including scheduling of power washing activities, special calendar events, interviewing and hiring employees, maintaining accurate records both financially and operationally.  
Attend weekly meetings with client to facilitate scheduling maintenance operations and communication of weekly progress



Maintain employee schedules in communication with the onsite manager/supervisor.  
 Maintain employee records and provide employee evaluations, discipline as needed, training, etc.

Garage/Parking Lot
West Economy Garage (uncovered employee parking)
West Economy Garage (covered public parking)
Terminal 3 Garage
Terminal 4 Garage
East Economy Garage A & B Entry
East Economy Garage A & B Ramp Up
Bus Washing-Weekly 4 Buses/Power Wash/Clean Inside

**24 Hours Full-Time (Monday-Sunday) Maintenance**

Shift M-F	Time	Operations Manager on Duty	Supervisor on Duty	Maintenance Employee
First	5:00am- 1:00pm <b>M-Sun</b>	1-On Site (Monday-Sunday) On Call	*1	4
Second	1:00pm – 9:00pm <b>M-Sun</b>	1	0	2
Third- Bus Cleaning	8:00pm – 4:00am <b>Tue</b>		0	4



**Power Washing and Vacuum Truck Staffing (Saturday-Wednesday) Maintenance**

Shift Sat-Wed	Time	Operations Manager on Duty	Power Washing	Vacuum Truck Operator
(1) shift	8pm -4:00 am Sun-Th	1-On Call	4	1

## Proposal and Staffing

Staffing Plan-10 Employees

10-Full Time General Maintenance Employees

4-Power Washing Employees

1-Vacuum Truck Operator

\*\*Supervisor-Duties combined with 1-Full-Time maintenance employee

1-Operations Manger

**Cost annually/monthly (current budget)**

Respectfully,  
Hal Darring, CEO  
Global Parking System, Inc.  
1/20/22

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Hal Darring/Owner/CEO/Global Parking System, Inc.

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Date

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date



**GLOBAL PARKING SYSTEM, INC.**  
*World Class Parking at Each and Every Location*