

**PARKING STRATEGIC PLAN****Schedule 1 - Recommended Maintenance Schedule  
Appendix 14**

Work Item	Daily	Weekly	Monthly	Semi-Annual	Annual	As Needed	Maintenance Procedures	Equipment or Materials Used	Warranty Expiration	Installer	Comments
<b>Cleaning</b>											See Section 7.01
A. Sweeping											
1. Stair & Elev. Lobbies, Elev. Floors, etc.	H							Bristle Brooms, Etc.			
2. Floor Slabs, etc.		H						Sweeper			Inspect sweeper periodically to avoid damage to membrane.
B. Trash Collection											
1. Empty Trash Cans	H										
2. Floor Drains		H									Collect & remove debris from floor drains.
C. Slab Washdown				H							Coincide with ceiling survey to identify leaking joints.
D. Stair Enclosures - Frames, Doors, and Glass			H				Wash or wipe down				
E. Elevators - Floors & Walls			H				Wash or wipe down				
F. Signs				H		M	Clean w/ mild detergent				
G. Parking Control Equipment		H				M					
<b>Doors and Hardware</b>											
A. Check Operation				I							
B. Lubricate				M							
<b>Electrical System</b>											
A. Light Fixtures		I				M	Inspect individual fixtures				See Section 7.03
B. Light System		I				M	Inspect system for area blackouts, etc.				
<b>Elevators</b>						H,I,M					
<b>HVAC</b>						H,I,M					
<b>Landscaping</b>						H,I,M					
<b>Painting</b>											
A. Misc. Metal Doors, Piping, Handrails, Bollards, etc.			I			M	Review for paint chips and/or rust spots.				See Section 7.06
B. Concrete and Masonry Painting					I	M	Review for paint chips and peeling.				See Section 7.06
C. Parking Stripes					I	M	Review for fading, wear, and debonding.				See Section 7.06
<b>Parking Control Equipment</b>	I	H		M			Clean, lubricate, and confirm operation.				

**PARKING STRATEGIC PLAN****Schedule 1 - Recommended Maintenance Schedule  
Appendix 14**

Work Item	Daily	Weekly	Monthly	Semi-Annual	Annual	As Needed	Maintenance Procedures	Equipment or Materials Used	Warranty Expiration	Installer	Comments
<b>Plumbing Systems</b>											
A. Floor Drains			I,H			M	Remove debris buildup.				Perform drain cleanout in conjunction with floor washdown.
B. Floor Drain Lines			I			M	Check for leaks & damage.				Perform drain cleanout in conjunction with floor washdown, if necessary.
<b>Waterproofing</b>											
A. Penetrating Sealer											See Section 7.09 Review for reapplication every 3 to 7 years.
B. Crack & Joint Sealant			I,H		I	M	Review for leaks, adhesive or cohesive failures, tears, adjacent concrete or coating deterioration, snow-pow damage, etc. Repair Immediately				5-year warranty against leaking, wear, etc. See Section 7.09.
C. Expansion Joints			I			M	Review for leaks, adhesive or cohesive failures, tears, adjacent concrete or coating deterioration, snow-pow damage, etc. Repair Immediately				5-year warranty against leaking, wear, etc. See Section 7.09.
D. Roof Flashing			H		I	M	Review for paint chipping, peeling, fading, chalking, or other damage. Maintain sealants. Clean w/ mild detergents.				20-year warranty against chalking, fading, or color change.
E. Traffic Bearing Membrane			I,H			M	Review for wear, tears, cracks, blisters, snowplow damage, debonding, leaks, etc. Repair immediately.				5-year warranty against leaking, wear, etc. See Section 7.09.
<b>Safety Checks</b>	I					M					See Section 7.10.
<b>Security Systems</b>	I					M	Review for damage.				See Section 7.11.
<b>Signs (Graphics)</b>		I		H		M	Review for damage from vandalism, chipping, or flaking of paint. Review for sign & hardware damage.				See Section 7.12.

Work Item	Daily	Weekly	Monthly	Semi-Annual	Annual	As Needed	Maintenance Procedures	Equipment or Materials Used	Warranty Expiration	Installer	Comments
<b>Structural System</b>											
A. Columns, P/C Tees, P/C Spandrels, Walls					I	M	Review for leaking cracks, spalls, delaminations, etc. Repair immediately.				See Section 7.13.
B. Supported Floor Slabs			I,H			M	Review for leaking cracks, spalls, delaminations, etc. Repair immediately.				See Section 7.13.
<b>Stair Enclosures</b>				I,H		M	Review for leaking joints, damage, etc. Repair immediately.				See Section 7.14
<b>Masonry</b>				I		M	Review for cracks, stains, damage, etc.				Perform cleaning and repairs as necessary. See Section 7.15.