Coleman, Judy

From: Allen, Alma R2
Sent: Monday, March 29, 2010 11:07 AM
To: R2MAIL
Subject: Re-solicitation for Parking Interest in the New Office Space

On February 16, 2010, an e-mail was sent to the staff soliciting names of employees interested in parking in the new space. This email was issued prior to reaching final agreement on the Memorandum of Understanding (MOU) regarding parking between Region II and NTEU; therefore, NTEU has requested and management agrees to re-solicit for interest in participating in the Region II's Employee Parking Subsidy Program. As such, employees interested in participating in the Parking Subsidy Program are requested to send an email to Clinton McGill indicating your interest by April 2nd. Employees who have already indicated interest do not need to respond. Please note that for the selection of parking spaces in Marquis Tower I and II parking garages that was completed last week, the assignment of parking spaces may only apply for April 2010. Depending on staff interest, re-soliciting for parking interest could result in a change in the order of priority for selection of spaces for the month beginning in May 2010. If this occurs, you will be notified by DRMA and asked to select another parking space.

Background:

The Peachtree Center building management offered NRC limited reserved parking in the Marquis Tower garages. There are 28 reserved single parking spaces and 22 reserved tandem spaces (two cars sharing one space) in the Marquis Tower (MT) garages. In addition, NRC has been offered ample non-reserved parking spaces in the International Tower (IB) for employees not interested/eligible for parking in the MT garages in a single or a tandem space. For clarification, tandem parking spaces afford two cars to share one parking space; however, there is only a single exit for both vehicles. Therefore, the first person to arrive must notify their parking partner if they must deviate from their normal work schedule. The second driver will have to make arrangements to move their vehicle to allow the first vehicle to exit the parking space.

Employees' parking costs are $65 in the MT; $60 in the IB parking garage; and $55 in a tandem or shared space, with the NRC paying the remaining costs. For April and May 2010, employees are required to pay the full cost of the parking fee charged by Lanier Parking Systems and will be reimbursed by the agency for those two months. For a single space in the MT the cost is $135, for the IB the cost is $130 and for a tandem space the cost is $125. The employee will be reimbursed for the agency's share ($70) of the monthly parking costs by submitting Form 1034. For the month of April, the parking fee will be prorated at an amount of $67.50 (MT), $65 (IB), and $62.50 (tandem). In addition, each employee will be required to pay a non-refundable $15 card activation fee.

Beginning June 1, 2010, payroll deduction will be the only method available to participate in the Region II's Parking Subsidy Program. The employee's share for monthly parking will be paid through a once a month payroll deduction. Employees will be required to submit a SF 1199 to the Financial Management Branch, DRMA, for monthly payroll deduction of parking fees. Forms must be submitted by April 15, 2010, to continue parking in any of the available parking garages and receive the agency parking subsidy.

Since the parking in the MT garages has a limited number of reserved spaces, the priority for selecting parking spaces in the MT will be based on the order of the following categories as outlined in the *Memorandum of Understanding: (1) Handicapped (2) Deputy Directors and above (3) Carpools (4) Single Occupant vehicles. In each of the aforementioned categories, the priority of the assignment of parking spaces will be determined by retirement service computation date (SCD), with employees having more Federal service time appearing at the top of the list. The remaining parking spaces will be in the IB parking garage which is non-reserved. DRMA will maintain a waiting list that includes employees who did not get their first choice for a parking space.

Attached also for your information and use are (1) parking garage locations and (2) diagrams outlining available parking in MT Employees selecting parking spaces will be notified of their opportunity to select a

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parking space based on the SCD. Employees are expected to pay with a the personal check for the months of April and May 2010.

Lastly, the Midnight Parking Services Co. (MPS)/SNAFC does not provide prorated parking on a daily basis. Staff are encouraged to contact the MPS local office at 404-521-3309 to discuss parking arrangements.

**Note: Corrects the order of priority from the initial MOU dated 3/18/10.*

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