<u> Operational Plan – Sample Food Truck</u>

<u>Monday –</u>	<u>Tuesday –</u>	<u>Wednesday –</u>
Boston Public Library	<u>City Hall Plaza</u>	Belvidere Street
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Timing	Timing	Timing
Arrive and Set up: 3:00PM	Arrive and Set up: 10:30 AM	Arrive and Set up: 3:00PM
Business Hours: 3:30PM – 9:00PM	Business Hours: 11:00AM – 2:45PM	Business Hours: 3:30PM – 9:00PM
Departure: 9:30PM	Departure: 3:00PM	Departure: 9:30PM
Vehicle Staffing	Vehicle Staffing	Vehicle Staffing
Thomas M. Menino	Thomas M. Menino	Thomas M. Menino
JM Curley	JM Curley	JM Curley
	Paul revere	Elizabeth Warren
Traffic/Parking Margin Strategy	Traffic/Parking Margin Strategy	Traffic/Parking Margin Strategy
One person exits the truck, the driver	One person exits the truck, the driver	One person exits the truck, the driver
remains in the truck. The outside	remains in the truck. The outside	remains in the truck. The outside
person directs the driver safely into	person directs the driver safely into	person directs the driver safely into
the designated parking space.	the designated parking space.	the designated parking space.
Customer Queuing	Customer Queuing	Customer Queuing
Two lines – one for ordering and one	Two lines – one for ordering and one	Two lines – one for ordering and one
for pickup on side walk.	for pickup on side walk.	for pickup on side walk.
Staff Restroom Access Plan	Staff Restroom Access Plan	Staff Restroom Access Plan
BPL Restrooms	City Hall Plaza	Prudential Center Mall
Trash Plan	Trash Plan	Trash Plan
Two trash Barrels with lids and bags	Two trash Barrels with lids and bags	Two trash Barrels with lids and bags
on site. Trash will be removed at end	on site. Trash will be removed at end	on site. Trash will be removed at end
of shift and disposed of at	of shift and disposed of at	of shift and disposed of at
commissary.	commissary.	commissary.