

# Business Plan

## 1324 Arcade St. Saint Paul

Company: Drive Time Auto Repair LLC

Organized 6-7-2017

Michael Frits Sole Proprietor

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### Type of Work:

- General auto repair also specializing in transmission, differential, transfer case repair/rebuilding. Electrical diagnosis, electronic module reprogramming. Engine tuning and repair. There are no plans of being a tire dealer.

### Hours of Operation:

- Monday thru Friday 7:30am to 5:30pm. Saturday possibly 9:00am to 1:00pm or 10:00am to 2:00pm. Closed Sunday. Weekday operation, open 7:30am to take in cars and review schedule. 8:00am start repair work on cars. 12:00 noon break for lunch 45 minutes approximately. Stop work at about 5:15pm to clean up shop from the days work (sweeping and/or scrubbing floors). 5:30pm close up for the day. Saturday 4 hour work day repairing cars, book work, cleaning or shop maintenance/improvements.

### Employees:

- Initially, I would be working by myself. I plan on hiring one employee as business picks up and possibly a second if needed for doing auto repair. My goal is to move into managing and diagnosing rather than working on cars. I may also hire a part time person a few hour a day for pick up and delivery of cars, people, transmissions, and parts depending on the shops needs.

### Basic Operation Outline:

- Cars would be taken in by appointment. Approximately 3-5 cars a day depending on the services needed. I would anticipate some walk in clients. I would offer transmission, transfer case, and differential rebuilding/repair to other shops in the area as a carry in or pickup/delivery basis. I would also offer electronic module reprogramming (car computers) to other shops in the area. Specializing in transmission and other rebuilding work is labor intensive, this would mean fewer cars but more labor. An example would be a car needing a transmission overhaul that takes 20 to 30 hours of labor depending on vehicle. It would take 2 to 4 days to complete. Rebuilding is also good for over the counter work. Clients would send me the transmission or other unit. Not the entire car or truck.

### Parking:

- I respect the parking situation in the neighborhood. I intend to move cars in the shop as quickly as possible. There will be 13 spaces in the shop for cars. With all the hoists raised, it can fit a total of 18. Bays 1 thru 4 will be designated for repair work. Bays 2 thru 4 will have hoists. Cars could be parked underneath the raise cars when they are not being worked on. Bays 5 thru 7 will be designated for cars that are being repaired but need to be moved off of the hoists while waiting for parts or the transmission or other component to be rebuilt. Bay 8 will be a work area with benches and other equipment. Bays 9 thru 12 and two other parking spaces will be reserved for employee parking and customer cars awaiting repair. In addition, bays 10 and 11

Other Practices:

- I will implement a \$25 a day storage fee for cars left more than 5 days after completion that retros to the day of completion to insure customer pick up is prompt. I also intend to work with Rice Street Mini Storage or Schmidt Towing or others to deal with cars that customers won't pick up. I don't believe in having junk or half dismantled cars/projects around. "Cars in cars out." I like to run a clean and organized shop that customers and employees would be comfortable in. I know some owners think the appearance, organization, and cleaning do not matter. In my opinion it does. Once I have achieved successful in this location I would improve things as I can afford them. Examples being new entry doors, patching concrete, replacing windows with something more efficient, the addition of lit awnings (if permissible), removing trees against building (with property owners permission), and making a very comfortable waiting area.

In Addition:

- I know that hazardous waste is a concern. There are three things that will generate hazardous waste. Used engine oil, oil filters and some types of cleaning fluid. The used oil will be stored in a double walled storage tank (as per the EPA). The filters will also be stored in an appropriate container. Recycling companys will pay money for used oil or will take the filters for free and properly recycle them. The cleaning fluids are recyclable. Some cleaning fluids are not considered hazardous waste and would be my first choice. One of the reasons I chose this building is the fact it has a flammable liquid trap. It's a large sump that traps chemicals, oils, and other debris for additional safety.

History:

- I have been in the automotive business professionally for over 25 years. I have worked in and successfully managed shops including Mr. Clutch and Kennedy Transmission. From 1995 to late 1998, I worked for Mr. Clutch rebuilding transmission, replacing clutches and eventually managing the store until they lost their lease. From 1999 to 2013, I worked for Kennedy Transmission rebuilding transmissions and helped in managing the shop until the owner retired and sold the building. From 2014 to present, I contract for other shops doing transmission rebuilding, electrical diagnostics, electronic module reprogramming and other technical work that their technicians cannot handle (most shops cannot afford to employ a technician of my ability full time).

Current:

- June 7<sup>th</sup> 2017, I started the company Drive Time Auto Repair LLC to help the public and give them options with automotive repair to the best of my technical ability. I believe the services I can provide will be a positive addition to the area. They would also compliment the other automotive businesses in the neighborhood.

Prepared by:



Michael Frits  
6-13-2017