

## **AGREEMENT FOR CITYWIDE PARKING STUDY**

**THIS AGREEMENT** is made and effective as of March 12, 2025 between the City of Hawthorne, a municipal corporation ("City") and Kimley-Horn and Associates ("Consultant"). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

1. **TERM**

This Agreement shall commence on March 12, 2025, and shall remain and continue in effect on an as needed basis unless sooner terminated pursuant to the provisions of this Agreement.

2. **SERVICES**

The Consultant shall perform the tasks described and set forth in Exhibit A, attached hereto and incorporated herein as though set forth in full as part of its services. The Consultant may be asked to provide additional services if necessary during the term of this Agreement.

3. **PERFORMANCE**

The Consultant shall at all times faithfully, competently and to the best of his/her ability, experience, and talent, perform all tasks described herein. The Consultant shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing similar services as are required of the Consultant hereunder in meeting its obligations under this Agreement.

4. **PAYMENT**

(a) The City agrees to pay the Consultant in accordance with the payment rates and terms and the schedule of payment as set forth in Exhibit A, attached hereto and incorporated herein by this reference as though set forth in full, based upon actual time spent on services indicated in Exhibit A of this Agreement unless additional payment is approved as provided in this Agreement.

(b) The Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement which are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by the Director of Public Works/City Engineer. The Consultant shall be compensated for any additional services in the amounts and in the manner as agreed to by the Director of Public Works/City Engineer and at the time the City's written authorization is given to the Servicer Provider for the performance of said services.

(c) The Consultant will submit invoices for actual services performed. Payment shall be made within thirty (30) days of receipt of each invoice as to all non-disputed fees. If the City disputes any of Consultant's fees it shall give written notice to the Consultant within thirty (30) days of receipt of an invoice of any disputed fees set forth on the invoice.

5. **SUSPENSION OR TERMINATION OF AGREEMENT WITHOUT CAUSE**

(a) The City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving upon the Consultant at least ten (10) days prior written notice. Upon receipt of said notice, the Consultant shall immediately cease all work under this Agreement, unless the notice provides otherwise. If the City suspends or terminates a portion of this Agreement such suspension or termination shall not make void or invalidate the remainder of this Agreement.

(b) In the event this Agreement is terminated pursuant to this Section, the City shall pay to the Consultant the actual value of the work performed up to the time of termination, provided that the work performed is of value to the City. Upon termination of the Agreement pursuant to this Section, the Consultant will submit an invoice to the City.

6. **DEFAULT OF CONSULTANT**

(a) The Consultant's failure to comply with the provisions of this Agreement shall constitute a default. In the event that the Consultant is in default for cause under the terms of this Agreement, City shall have no obligation or duty to continue compensating the Consultant for any work performed after the date of default and can terminate this Agreement immediately by written notice to the Consultant. If such failure by the Consultant to make progress in the performance of work hereunder arises out of causes beyond the Consultant's control, and without fault or negligence of the Consultant, it shall not be considered a default.

(b) If the Director of Public Works/City Engineer or his delegate determines that the Consultant is in default in the performance of any of the terms or conditions of this Agreement, he/she shall cause to be served upon the Consultant a written notice of the default. The Consultant shall have ten (10) days after service upon it of said notice in which to cure the default by rendering a satisfactory performance. In the event that the Consultant fails to cure its default within such period of time, the City shall have the right, notwithstanding any other provision of this Agreement, to terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement.

7. **OWNERSHIP OF DOCUMENTS**

(a) The Consultant shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by City that relate to the performance of services under this Agreement. The Consultant shall maintain adequate records of services provided in sufficient detail to permit an evaluation of services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. The Consultant shall provide free access to the representatives of City or its designees at reasonable times to such books and records; shall give City the right to examine and audit said books and records; shall permit City to make transcripts therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of three (3) years after receipt of final payment.

(b) Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared in the course of providing the services to be performed pursuant to this Agreement shall become the sole property of the City and may be used, reused, or otherwise disposed of by the City without the permission of the Consultant.

8. **INDEMNIFICATION**

When the law establishes a professional standard of care for Consultant Services, to the fullest extent permitted by law, The Consultant shall indemnify, protect, defend and hold harmless City and any and all of its officials, employees and agents (“Indemnified Parties”) from and against any and all losses, liabilities, damages, costs and expenses, including attorney’s fees and costs to the extent same are caused in whole or in part by any negligent or wrongful act, error or omission of the Consultant, its officers, agents, employees or sub Consultant (or any entity or individual that Consultant shall bear the legal liability thereof) in the performance of professional services under this Agreement.

9. **INSURANCE**

A) The Consultant shall maintain in-force: Professional Liability Insurance. Consultant shall maintain in-force; Professional Liability Insurance (and/or Errors & Omissions Insurance) with minimum limits of \$2,000,000 per occurrence and \$4,000,000 general aggregate for loss or damages because of wrongful or negligent acts or omissions by named insured.

B) The Consultant shall maintain in-force Workers’ Compensation and Employer’s Liability Insurance as required by the California Labor Code. Evidence of coverage shall take the form of a Certificate of Insurance or a California Certificate to Self-Insure. Acceptable minimum limits for this

coverage are: Workers' Compensation; Statutory in California; Employer's Liability: \$1,000,000.

C) Certificates of Insurance. The Consultant shall furnish to Customer evidence of any insurance required by this Agreement. A Certificate of Insurance from an insurer admitted to do business in the State of California will be provided, indicating that the respective policy(s) meets the following requirements: (1) The City, its officers, and employees shall be named as additional insured on the General Liability Insurance; (2) Insurance shall not be canceled or terminated without 30 days written notice; (3) General Liability shall be primary and any insurance held by City for its own protection shall be excess and shall be effective only upon exhaustion of the Consultant's insurance; (4) Insurance shall be maintained for the duration of the Agreement, including any period extended beyond the expiration date of this Agreement required to complete performance as stipulated in this Agreement and all amendments thereto.

10. **INDEPENDENT CONSULTANT**

(a) The Consultant is and shall at all times remain as to the City a wholly independent Consultant. The personnel performing the services under this Agreement on behalf of the Consultant shall at all times be under the Consultant's exclusive direction and control. Neither City nor any of its officers, employees, or agents shall have control over the conduct of the Consultant or any of Consultant's officers, employees, or agents, except as set forth in this Agreement. The Consultant shall not at any time or in any manner represent that it or any of its officers, employees, or agents are in any manner officers, employees, or agents of the City. The City Provider shall not incur or have the power to incur any debt, obligation, or liability whatever against City, or bind City in any manner.

(b) No employee benefits shall be available to the Consultant in connection with the performance of this Agreement. Except for the fees paid to the Consultant as provided in the Agreement, City shall not pay salaries, wages, or other compensation to the Consultant for performing services hereunder for City. City shall not be liable for compensation or indemnification to the Consultant for injury or sickness arising out of performing services hereunder.

11. **LEGAL RESPONSIBILITIES**

The Consultant shall keep itself informed of State and Federal laws and regulations which in any manner affect those employed by it or in any way affect the performance of its service pursuant to this Agreement. The Consultant shall at all times observe and comply with all such laws and regulations. The City, and its officers and employees, shall not be liable at law or in equity occasioned by failure of the Consultant to comply with this Section.

12. **UNDUE INFLUENCE**

The Consultant declares and warrants that no undue influence or pressure is used against or in concert with any officer or employee of the City of Hawthorne in connection with the award, terms or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of the City of Hawthorne will receive compensation, directly or indirectly, from the Consultant, or from any officer, employee or agent of the Consultant, in connection with the award of this Agreement or any work to be conducted as a result of this Agreement. Violation of this Section shall be a material breach of this Agreement entitling the City to any and all remedies at law or in equity.

13. **NO BENEFIT TO ARISE TO LOCAL EMPLOYEES**

No member, officer, or employee of City, or their designees or agents, and no public official who exercises authority over or responsibilities with respect to the Project during his/her tenure or for one year thereafter, shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for work to be performed in connection with the Project performed under this Agreement.

14. **RELEASE OF INFORMATION/CONFLICTS OF INTEREST**

(a) All information gained by the Consultant in performance of this Agreement shall be considered confidential and shall not be released by the Consultant without City's prior written authorization. The Consultant, its officers, employees, agents, or sub Consultants, shall not without written authorization from the City Manager or unless requested by the City Attorney, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories, or other information concerning the work performed under this Agreement or relating to any project or property located within the City. Response to a subpoena or court order shall not be considered "voluntary" provided the Consultant gives City notice of such court order or subpoena.

(b) The Consultant shall promptly notify City should Consultant, its officers, employees, agents, or sub Consultants be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions, or other discovery request, court order, or subpoena from any person or party regarding this Agreement and the work performed thereunder or with respect to any project or property located within the City. City retains the right, but has no obligation, to represent the Consultant and/or be present at any deposition, hearing, or similar proceeding. The Consultant agrees to cooperate fully with City and to provide the opportunity to review any response to discovery requests provided by the Consultant. However, City's right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response.

15. **ASSIGNMENT**

The Consultant shall not assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, without prior written consent of the City because of the personal nature of the services to be rendered pursuant to this Agreement.

16. **LICENSES**

At all times during the term of this Agreement, the Consultant shall have in full force and effect, all licenses required of it by law for the performance of the services described in this Agreement.

17. **GOVERNING LAW**

The City and Consultant understand and agree that the laws of the State of California shall govern the rights, obligations, duties, and liabilities of the parties to this Agreement and also govern the interpretation of this Agreement. Any litigation concerning this Agreement shall take place in the municipal, superior, or federal district court with jurisdiction over the City of Hawthorne.

18. **ENTIRE AGREEMENT**

This Agreement contains the entire understanding between the parties relating to the obligations of the parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written, are merged into this Agreement and shall be of no further force or effect. Each party is entering into this Agreement based solely upon the representations set forth herein and upon each party's own independent investigation of any and all facts such party deems material.

19. **AUTHORITY TO EXECUTE THIS AGREEMENT**

The person or persons executing this Agreement on behalf of the Consultant warrants and represents that he/she has the authority to execute this Agreement on behalf of the Consultant and has the authority to bind the Consultant to the performance of its obligations hereunder.

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed the day and year first above written.

CITY OF HAWTHORNE:

CONSULTANT:

\_\_\_\_\_  
**VONTRAY NORRIS**  
*City Manager*  
City of Hawthorne

By: \_\_\_\_\_  
**Name:**  
*Title:*  
Kimley-Horn and Associates

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
**ROBERT KIM**  
*City Attorney*  
City of Hawthorne

\_\_\_\_\_  
**DAYNA WILLIAMS-HUNTER**  
*City Clerk*  
City of Hawthorne

**EXHIBIT A**

**Proposal**

Proposal for

# CITYWIDE PARKING STUDY



Prepared for:

City of

**HAWTHORNE**

Prepared by:

**Kimley»Horn**

Expect More. Experience Better.



## Cover Letter

February 7, 2025

Dweejal (DJ) Torado, TE  
Public Works Department  
Engineering Division  
4455 West 126th Street  
Hawthorne, CA 90250

180 East Ocean Boulevard  
Suite 1200  
Long Beach, CA 90802  
TEL: 562.549.2200

### RE: Proposal for Citywide Parking Study

Dear Mr. Torado:

The City of Hawthorne (City) is seeking a qualified and responsive consultant to identify and recommend changes to the City's on- and off-street parking regulations for residential areas and commercial corridors. These changes would be aimed at mitigating the growing demand driven by residents and new businesses, further exacerbated by recent state policies and inefficient parking behaviors. With our deep bench of parking specialists, relevant experience, and local knowledge, Kimley-Horn is the consultant to help you address these concerns and prepare a comprehensive parking study that will gain the support of policy decision makers. The Kimley-Horn team brings you the following key benefits:

**We Understand Parking, and So Much More.** Kimley-Horn is widely recognized as a leader in the parking industry. We understand that parking impacts residents, businesses, and commuters. We have worked with public agencies of various sizes and characteristics to develop parking studies that show how to meet today's needs while laying a groundwork for the future. Our team combines local expertise with national experience in all areas of parking planning, design, and management. We collaborate with municipalities to identify and prioritize the right balance of facility development and parking management strategies, build consensus around cost-effective solutions, and ensure that rates, regulations, and ordinances align with new land uses, foster business development, and protect neighborhoods. Supported by over 8,600 professionals in traffic, transportation planning, transit operations, landscape planning, mobility planning, and other engineering services, we have the resources to help create thriving communities. With this robust support network, we're not only your trusted parking advisor, but also a reliable resource for any challenges that arise throughout the duration of your project.

**A Committed and Qualified Team.** Based on your task order request, our own study of the project area, and our understanding of the City, Kimley-Horn has assembled a core team of readily available specialists to deliver this parking study. **Laura Forinash, PE, TE**, will serve as project manager and main point of contact for this pursuit. Laura has been providing staff augmentation services and collaborating closely with the City and its residents since 2022. Her deep, hands-on familiarity with City staff and procedures will enable a seamless transition into the project manager role, ensuring she can effectively drive each phase of this project forward. Laura will be supported by **Brian Shaw, CAPP**, a parking and transportation planning leader who brings diverse experience working on parking and mobility projects throughout California and across the nation. Together they will lead a carefully selected, multidisciplinary team of skilled engineers, planners, and analysts, all of whom bring relevant expertise to the table, contributing to the project's success at every stage.

Kimley-Horn is very excited about the opportunity to work with the City in providing a high-quality parking study that meets your needs. Thank you for your time and consideration of our proposal. If you have any questions or need any additional information, please feel free to contact project manager **Laura Forinash, PE, TE**, directly at 562.549.2186 or [laura.forinash@kimley-horn.com](mailto:laura.forinash@kimley-horn.com).

Sincerely,  
**KIMLEY-HORN AND ASSOCIATES, INC.**

Laura Forinash, PE, TE  
Project Manager

Sri Chakravarthy, PE, TE  
Senior Vice President/Senior Associate with binding authority

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## Firm Qualifications

### Firm Background

Kimley-Horn is widely recognized throughout the parking industry as a leader in community parking management processes, innovative technology and operations approaches, and creative solutions to support the needs of the communities we serve.

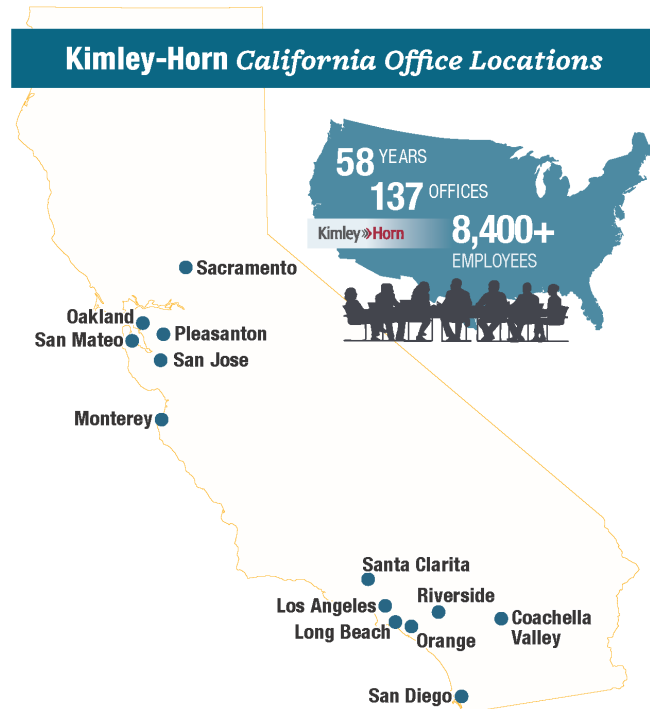
Founded in 1967, Kimley-Horn is a full-service, multidisciplinary planning and engineering consulting firm with more than 8,400 employees in 137 offices nationwide, including in Long Beach, Orange, and Los Angeles. With this support network, we are not only a trusted parking consultant, but also a resource for transportation, smart cities, circulation, and asset management issues. Our parking specialists are part of a team of engineers and planners who address the full range of land use and transportation issues. We tailor solutions that efficiently meet your needs today while laying groundwork for anticipated growth.

### On- and Off-Street Parking Analysis

Kimley-Horn parking staff includes experts in the fields of strategic planning, supply and demand analyses, demand management, revenue control, parking pricing, program management, structural design, context-sensitive design, traffic circulation, wayfinding, intelligent parking systems, and intercept surveys. Drawing on an integrated team of engineers and planners, the firm works with public agencies and private owners to identify and prioritize an optimal mix of facility development and parking management strategies; build consensus for innovative, cost-effective solutions; and help develop rate structures, regulations, and ordinances that reflect new land uses, support business development, and protect neighborhoods.

### Strategic Parking Planning and Management

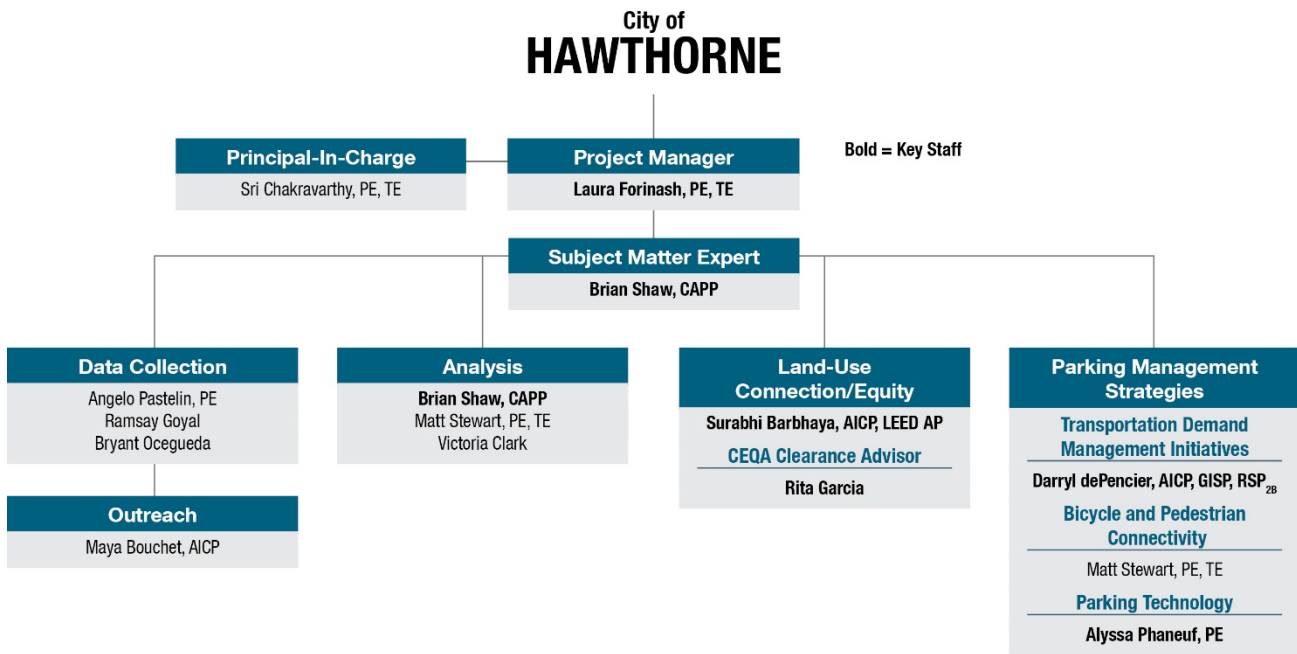
Kimley-Horn provides practical, hands-on operations and management experience that is focused on integrating parking with other community planning decisions. By consistently identifying and documenting industry best practices and successful strategies, Kimley-Horn staff works to align parking and transportation programs and policies with the larger strategic goals of the communities they serve. For clients across the country, Kimley-Horn has promoted an integration of parking and transportation management strategies; worked to leverage new technologies to enhance service delivery, ease of access, operational efficiency, and revenue; and improved basic parking program management frameworks and policies.





## Project Staffing and Resumes

With over 58 years of experience as one of the few full-service traffic and civil engineering firms in the country, Kimley-Horn can provide nearly all engineering services in-house, allowing for quick and seamless coordination among each technical group. Collectively, our proposed team has a proven track record of successfully completing projects on time, within budget, and with demonstrated attentiveness regardless of project scale. **Laura Forinash, PE, TE**, who has over 12 years of transportation engineering experience, will serve as the primary, hands-on contact for the City and will oversee the work of our project team. **Key personnel resumes are outlined starting on the following page.**





## Key Personnel Resumes



### Laura Forinash, PE, TE

*Project Manager*

Laura is a professional civil and traffic engineer with over 12 years of traffic operations and transportation engineering experience ranging from small design projects and task orders to large design-build environments and City Traffic Engineer roles. Her background encompasses traffic analysis, design and simulation, and transportation planning. Prior to joining Kimley-Horn, Laura served as technical lead for multimodal microsimulation models, traffic studies, and signing and marking design.



#### PROFESSIONAL CREDENTIALS

- Master of Science, Civil Engineering, Georgia Institute of Technology
- Bachelor of Science, Civil Engineering, Georgia Institute of Technology
- Professional Civil Engineer in California #93146
- Professional Traffic Engineer in California #2818



#### RELEVANT EXPERIENCE

- **City of Hawthorne, Professional Traffic Engineering Services On-Call, Hawthorne, CA** – Project Manager
- **City of Hawthorne, SB 743 Vehicle Miles Traveled Implementation, Hawthorne, CA** – Project Manager
- **City of Hawthorne, Safety Action Plan, Hawthorne, CA** – Project Manager
- **City of Laguna Niguel, Traffic Manual and Neighborhood Traffic Management, Laguna Niguel, CA** – Project Manager
- **City of Moorpark, Los Angeles Avenue Traffic Study, Moorpark, CA** – Project Engineer
- **City of Malibu, Engineering and Traffic Survey, Malibu, CA** – Project Engineer
- **City of Agoura Hills, Kanan Road Traffic Study, Agoura Hills, CA** – Project Engineer
- **City of Oxnard, Fifth Street and Rice Avenue Grade Separation PS&E, Oxnard, CA** – Project Engineer
- **City of Agoura Hills, Kanan Road/Agoura Road Ultimate Intersection Improvements Project, Agoura Hills, CA** – Project Engineer
- **City of Diamond Bar, Neighborhood Traffic Management Plan on North Del Sol Lane and Highland Valley Road, Diamond Bar, CA** – Project Engineer
- **City of La Canada Flintridge, Traffic Circulation, and Signal Operations for Foothill Boulevard and Angeles Crest Highway, La Canada Flintridge, CA** – Project Engineer
- **City of Malibu, Pacific Coast Highway Signal System Improvements Project, Malibu, CA** – Project Engineer
- **City of Malibu, Pacific Coast Highway Mobility Improvements at Various Locations, Malibu, CA** – Project Engineer
- **OCTA, Chapman Avenue Corridor Traffic Signal Synchronization Project (TSSP) (Task Order for Traffic Engineering Services for), Orange County, CA** – Project Engineer
- **City of Irvine, Barranca Parkway Regional Traffic Signal Synchronization Program, Irvine, CA** – Project Engineer



## Brian Shaw, CAPP

### *Project Advisor*

Brian is a nationally recognized, award-winning transportation planning executive and leader with a record of making fundamental shifts in transportation methods that save money and improve the environment. Brian's experience includes strategic planning, budgeting, staff development, community and government relations, and public speaking. Brian has strong planning and analysis skills, with the ability to create and implement large-scale solutions to complex, multi-organizational issues. He is a good listener, communicator, and motivator with a reputation for building consensus that enables individuals and organizations to meet and exceed expectations.



### PROFESSIONAL CREDENTIALS

- Master of Science, City and Regional Planning, University of Pennsylvania
- Bachelor of Science, History, University of California, Los Angeles
- Certified Administrator of Public Parking (CAPP)



### RELEVANT EXPERIENCE

- **California State University Long Beach, Parking Study, Long Beach, CA** – Interim Project Manager & Advisor
- **City of Portsmouth, VA Downtown Parking Assessment, Portsmouth, NH** – Project Advisor
- **Purdue University, American Disabilities Act (ADA) Parking Study, West Lafayette, IN** – Project Advisor
- **Atrium Health, Parking Operator Evaluation and Recommendations, Atlanta, GA** – Project Advisor
- **University of Rochester, Parking Policy and Permitting Recommendations, Rochester, NY** – Project Advisor
- **General Motors Technical Center, Parking and Transportation Demand Management Strategies and Recommendations, Warren, MI** – Project Advisor
- **Fidelity Investments, Parking Guidance Technology Overview Technical Memo, Charlotte, NC** – Project Advisor
- **Stanford University, Land, Buildings & Real Estate, Redwood City, CA** – Project Manager\*
- **Blizzard Entertainment, Parking Demand Projections and Mitigation Study, Irvine, CA** – Project Manager\*
- **University of Pennsylvania, Business Services, Philadelphia, PA** – Project Manager\*
- **Winston-Salem State University, Parking and Transportation Improvements Study, Winston-Salem, NC** – Project Manager\*
- **University of Chicago, Transportation and Parking Services, Chicago, IL** – Project Manager\*

\*Prior to joining Kimley-Horn



### Surabhi Barbhaya, AICP, LEED AP

*Land-Use Connection/Equity*

Surabhi has 18 years of experience in urban planning, urban design, and active transportation. She has worked on a spectrum of projects, including General Plan updates, Specific Plans, design guidelines, objective design standards, complete streets, bike master plans, trail and greenway planning, and pedestrian studies. Her urban planning background helps her take a holistic approach towards projects by integrating land use, transportation, and sustainable development to respond to demographic, market, economic, physical, and organizational forces. Her architecture and urban design background further add to this holistic approach by focusing on the project’s aesthetic aspects via design guidelines. Many of her projects have won local and state APA and American Society of Landscape Architects (ASLA) awards.



#### PROFESSIONAL CREDENTIALS

- Master of City Planning, Land Use Planning, University of Cincinnati
- Bachelor of Architecture, Architecture, Maharaja Sayajirao University of Baroda, India
- American Institute of Certified Planners (AICP) #022061
- LEED Accredited Professional



#### RELEVANT EXPERIENCE

- **City of Calimesa, Housing Element Implementation, Calimesa, CA** – Principal-in-Charge
- **City of Rolling Hills Estates, General Plan Update, Rolling Hills, CA** – Project Manager\*
- **Hidden Valley Tech Campus, Land-Use Plan, Norco, CA** – Task Manager
- **City of Castroville, Castroville Community Plan, Castroville, CA** – Project Manager\*
- **City of Palo Alto, Retail Recovery Study, Palo Alto, CA** – Project Manager\*

\*Prior to joining Kimley-Horn



### Rita Garcia

*CEQA Clearance Advisor*

With over 35 years of experience, Rita has provided environmental and planning services to a broad range of public and private sector clients. She has experience managing and contributing to CEQA/NEPA policy/planning and compliance documentation. She has been involved with varied large-scale infrastructure projects in sensitive environments with substantial public involvement and controversy. Rita’s extensive experience includes managing project-level and programmatic studies for complex multi-component projects in both rural and urban settings. These studies required detailed analyses of a broad range of environmental resource areas and land use plan/policy/regulation compliance, among others. Rita routinely and effectively interacts with federal, State, and local agencies on behalf of her clients, including through project workshop and public hearing presentations.



#### PROFESSIONAL CREDENTIALS

- Bachelor of Science, Urban and Regional Planning, California Polytechnic University, Pomona
- National Association of Environmental Planners, Member
- American Planning Association (APA), Member



#### RELEVANT EXPERIENCE

- **City of Hawthorne, 5151 West El Segundo Boulevard Hotel Project, Hawthorne, CA** – Project Manager
- **County of Orange, Coastal Treatment Plant Facility Improvements Project CEQA Compliance Documentation/Notice of Exemption, Orange County, CA** – Project Manager
- **City of El Segundo, The Lakes Specific Plan and Topgolf Project Environmental Impact Report (EIR) and Proposed Modified Project CEQA Compliance Review, El Segundo, CA** – Project Manager
- **City of Malibu, Civic Center Wastewater Treatment Facility Modified Phase 2 Project Addendum EIR, Malibu, CA** – Project Manager



**Darryl dePencier, AICP, GISP, RSP<sub>2B</sub>**

*Transportation Demand Management Initiatives*

Darryl has more than 17 years of experience assisting on and leading transportation planning and engineering projects. He uses data driven approaches to assess transportation system performance for operations, safety, equity, and other factors as needed. He has supported the development and implementation of

GIS analysis methods for transit and traffic performance assessment, traffic safety analysis, ADA transition plans and other transportation planning functions.

**RELEVANT EXPERIENCE**

- **City of Hawthorne, Professional Traffic Engineering Services On-Call, Hawthorne, CA** – Project Engineer
- **City of Goleta, Traffic Safety Study for the Systemic Safety Analysis Report Program (SSARP), Goleta, CA** – Project Planner
- **City of Palmdale, Sustainable Transportation Plan, Palmdale, CA** – Project Manager
- **City of Palm Desert, Rail Station Feasibility Study, Palm Desert, CA** – Project Manager
- **Caltrans, Statewide Vulnerable Road Users Safety Assessment, Statewide, CA** – Project Manager

**PROFESSIONAL CREDENTIALS**

- Master of Urban Spatial Analytics, University of Pennsylvania
- Bachelor of Arts, Geography, Carleton University, Ottawa
- American Institute of Certified Planners #026552
- Geographic Information Systems Professional #59317
- Roadway Safety Professional 1 #279
- Roadway Safety Professional 2B #17



**Alyssa Phaneuf, PE**

*Parking Technology*

Alyssa has 25 years of experience in various intelligent transportation systems (ITS) and traffic engineering and transportation planning projects, including regional ITS planning, parking, and systems engineering. She has experience on a wide

variety of projects including the planning and implementation of advanced traffic signals systems, transit signal priority, transit AVL, changeable message design, and parking guidance projects. Her recent work includes the design and implementation of dynamic message signs to provide real-time driver information, integrated traffic and transit control systems, and connected vehicle applications. She is a specialist in the Systems Engineering process, having developed and taught a class for Caltrans, and excels at engaging stakeholders and translating their needs into on-the-ground technology solutions.

**RELEVANT EXPERIENCE**

- **California State University, Northridge, Parking Management System Project, Northridge, CA** – Project Engineer
- **City of San Mateo, Downtown Parking Technology Implementation, San Mateo, CA** – Project Engineer
- **SANDAG, Regional Transportation System Management and Operations (TSMO) Plan, San Diego, CA** – Project Manager
- **Southern California Association of Governments, Regional ITS Architecture Update, Multiple Locations, CA** – Project Manager
- **LA Metro, Los Angeles County Regional ITS Architecture (RITSA) Update, Los Angeles, CA** – Project Engineer

**PROFESSIONAL CREDENTIALS**

- Master of Science, Civil Engineering, Georgia Institute of Technology,
- Bachelor of Science, Civil Engineering, University of California, Berkeley
- Professional Engineer in California #63123
- International Parking and Mobility Institute (IPMI), Member
- Intelligent Transportation Society (ITS), Board Member



## Project Understanding and Approach

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### Project Overview

The Citywide Parking Study for the City of Hawthorne is designed to address the growing parking challenges faced by this densely built-out City. With a high population density and many multi-generational households, the demand for on-street parking has placed significant pressure on the local street network. The City's emergence as a destination for tech companies and the expansion of existing businesses have further increased parking demand. Additionally, parking near commercial centers is often inefficiently used, as spaces are dominated by employee vehicles, limiting availability for shoppers and visitors. State policies like Senate Bill 9 and Assembly Bill 2097, which reduce parking requirements for developments near transit corridors, have exacerbated the issue. These challenges are affecting the quality of life for residents, visitors, and commuters. The City has implemented previous and ongoing strategies to address parking challenges in residential areas, including the installation of "parking Ts" to optimize curb space usage. Additionally, the City recently halted its Preferential Parking Program.

### Project Purpose

The City of Hawthorne is seeking the services of a qualified and experienced parking consultant to help the City address the following concerns regarding City-overseen on-street and off-street parking throughout the City:

- Inconsistent regulation of on-street parking in residential neighborhoods leading to congested streets and unavailable parking throughout the City's residential neighborhoods
- Unregulated and free-to-the-user parking along several commercial corridors leading to a lack of parking for customers at the businesses in these corridors
- Spillover parking from large employers in the City encroaching into both residential and commercial areas of the City

### Goals for the Parking Study

The City has the following goals for this study of parking:

- Establish a consistent, data driven inventory of parking throughout the City, by location, time of day, weekday and weekends
- Understand the utilization of parking in residential neighborhoods and commercial corridors
- To the degree possible, determine the demographic background of who is parking in the City of Hawthorne, i.e. residents, retail customers, or commuters
- Provide recommendations to ensure the parking in the City is made available to its residents, customers and commuters
- Determine if new parking facilities are needed and if so, when and where?
- Provide recommendations to manage, enforce and generate revenue from the City's parking assets
- Understand the impact of the proposed parking garage at City Hall during construction and after it's complete
- Learn from stakeholders their parking issues, needs and challenges
- Help to inform the City's forthcoming General Plan update in regard to parking needs, improvements and future considerations

### Study Area

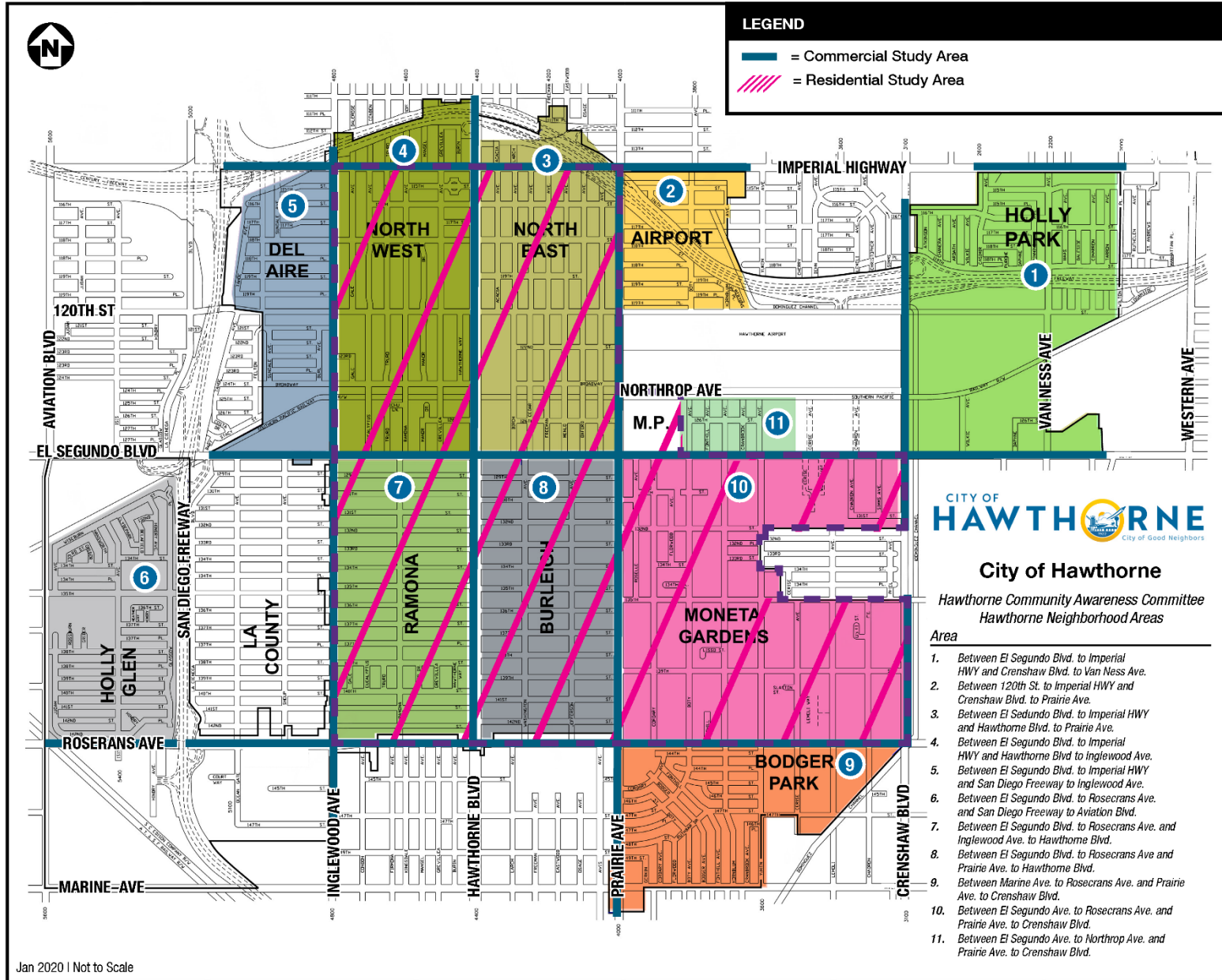
As requested by the City of Hawthorne, this proposal outlines three distinct study areas (Citywide, Residential, and Commercial) as shown in **Exhibit A** on the following page. The Residential Study Area focuses on on-street parking within neighborhoods identified by the City as well as the two City-owned residential parking lots. The Commercial Study Area examines on-street parking along major corridors throughout the City. The Citywide Study Area encompasses both the Residential and Commercial Study Areas, along with the remaining areas of the City.



# Proposal for CITYWIDE PARKING STUDY

HAWTHORNE  
MEMORIAL  
CENTER

Exhibit A – Study Area





## Scope of Services

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### A. Project Coordination, Administration, and Meetings

Kimley-Horn will collaborate closely with the following City Departments: Public Works, Planning, Police Department, City Manager, Community Services, and any other City departments for an assumed duration of eight (8) months.

Include attendance at the following meetings:

- In-person kick-off meeting between consultant and City staff
- Up to eight (8) monthly meetings with City staff (in-person and/or virtually) to provide information supporting findings to date and proposed management strategies
- One City Council meeting to present a PowerPoint on the draft report and findings
- One City Council meeting for approval to implement new or modify existing policies and programs (if applicable)

A schedule will be prepared by Kimley-Horn. The schedule will include tasks, project milestone dates, and agency review periods for project submittals. The schedule will be updated monthly, or as required, to reflect changes and progress on major milestones throughout the duration of the project. Progress reports and billing statements will be prepared following the end of each month. Project expenditures will be tracked and reported for each major task element. This task includes the assistance with project correspondence, billings, and submittals.

### B. Community Outreach and Input

Kimley-Horn will propose a methodology for surveying and/or interview various stakeholders, including business owners, employees, residents, visitors, developers, and City staff. The outreach should aim to uncover parking needs, concerns, experiences, and challenges.

1. Determine stakeholders (i.e., HOAs, business owners, etc.) who need to be interfaced. Recommend and develop survey instrument with a QR code to survey stakeholders on parking issues and concerns in the City. This will include a clickable map, such as Kimley-Horn's Public Coordinate software, for survey takers to indicate where they experience parking challenges. This survey will also be used for stakeholder interviews.
2. Disseminate the survey as determined by City and stakeholders. This scope assumes Kimley-Horn will attend up to two (2) City events, create up to two (2) social media posts, and produce up to two (2) flyers for the City to distribute
3. Up to 10 interviews with stakeholders identified by the City.
4. Analyze and synthesize survey results.

Survey results and interview findings will inform the areas of the City that need to be included in the data collection, as well as help to validate or modify the time of day, days of the week, and frequency for parking utilization data collection.

This task will conclude with a slide deck of the survey findings and issues gleaned from the stakeholder interviews.

### C. Inventory and Parking Analysis of Existing and Future Parking Conditions

The Kimley-Horn team will conduct parking audits for the study area at various times of the day to assess parking demand and evaluate demand versus current inventory. We will provide insight into the changing dynamics of parking demand to determine average and peak occupancy, average turnover, and average parking durations. We will also identify areas that have parking shortage or surplus.

The findings from Task B will help inform the exact locations, timing and frequency of parking utilization counts conducted for this study. For the purposes of fee estimation, Kimley-Horn is recommending the following schedule for parking utilization data collection in the three study areas. However, this may be subject to change, adjusted, and re-estimated.

To save on costs and expedite data collection, Kimley-Horn will perform data collection with our own team. The parking utilization data will also form a database of parking usage in the City, detailing the number of parking spaces, type, and restrictions. This database will provide a baseline of parking demand which can be used for future needs such as parking projections, demand modeling, or measuring impacts of parking management policies of the City.



Data collection: Parking utilization counts as well as parking space allocation/regulations in the three study areas:

**1. Residential (North West, North East, Ramona, Burleigh, MP, Moneta Gardens):**

- Hourly counts conducted on one weekday from 7:00pm to midnight,
- Hourly counts conducted on a Saturday and Sunday from 8:00am to noon and 7:00pm to midnight
- Collect the parking space allocation and regulations throughout the study area

The two City lots where residents are allowed to park overnight will also be counted:

- 116<sup>th</sup> Street from Gale Avenue to Eucalyptus Avenue
- Parking lot west of Hawthorne Boulevard near 129<sup>th</sup> Street & 130<sup>th</sup> Street

These areas represent 55% of the City's residential neighborhoods.

**2. Commercial (Hawthorne Boulevard, Inglewood Avenue, Prairie Avenue, Crenshaw Boulevard, Rosecrans Avenue, El Segundo Boulevard, Imperial Highway):**

- Hourly counts conducted on Tuesday, Wednesday and Thursday from 10:00am to 6:00pm, and 9:00pm to midnight
- Hourly counts conducted Saturday and Sunday from 10:00am to midnight.
- Collect the parking space allocation and regulations throughout the study area

Partial license plate data will be captured to help determine vehicle turnover.

These corridors represent close to 100% of on-street commercial parking area.

**3. Rest of the City:**

The additional areas in the City to be covered by data collection will be finalized by findings in Task B. Residential areas to be covered in addition to the neighborhoods listed above will be done on the same schedule as the proscribed residential areas. Commercial or industrial areas of the City to be covered in addition to the corridors listed above will be done on the same schedule as the proscribed commercial corridors. As with the other two study areas, the team will collect the parking space allocation and regulations throughout the determined study area.

Any streets included in the data collection effort will be limited to the jurisdiction of the City of Hawthorne. Sides or parts of streets in other municipalities bordering the City of Hawthorne (El Segundo, Inglewood, Lawndale, and unincorporated Los Angeles County) will not be counted.

The remaining areas of the City make up 45% of the City's residential neighborhoods.

Fees for the data collection will be broken down by Residential, Commercial, and the Rest of the City. The fee for the Rest of the City is based on covering up to eight (8) centerline miles.

**4. Records and Parking Operations Review:**

In addition to collecting parking utilization data, Kimley-Horn will perform the following reviews and documentation:

- Review the City's current parking, transportation, and land-use policies (i.e., City of Hawthorne Municipal Code, General Plan, existing permit parking programs, specific plans, City development and construction standards, etc.)
- Review all City-owned parking lots and garage(s) and ability to generate parking revenue
- Review any upcoming improvement projects and potential plans expected in the next five years
- Review current parking enforcement operations, including citation issuance data
- Review similar parking challenges in other nearby cities and their strategies



## 5. Documentation:

Kimley-Horn will prepare geographic maps of existing parking supply locations for each of the study areas. The maps will display the parking type, including metered, unmetered, on-street, off-street, time-limit, hours of operations, user restrictions, etc.

Kimley-Horn will summarize parking utilization for each parking space type and parking area in tabular and graphic formats for analysis. Parking data will be summarized by time, day, and location in order to determine problem areas.

This task will conclude with a slide deck report of parking utilization in the areas covered, and summary findings from the above research.

## D. Parking Management Strategies

Kimley-Horn will provide the City with a policy, criteria, or guidelines to help address parking concerns. These policies and guidelines can include but are not limited to the following:

- Explore the use of alternative striping, such as diagonal and perpendicular stalls
- Explore modifications to vehicle circulation, such as one-way streets
- Explore creating parking districts
- Evaluate the use of paid public parking in commercial areas (i.e. mobile parking, parking meters and stalls on Hawthorne Boulevard)
- Recommend potential revisions to existing residential preferential parking program

### 1. Residential Area Recommendations:

The recommendations will be focused on the following residential neighborhoods: North West, North East, Ramona, Burleigh, MP, Moneta Gardens. If data collection and discussions with the City and stakeholders reveal other neighborhoods needing new parking management, Kimley-Horn will provide recommendations for those to-be-determined residential neighborhoods.

Findings from the study could reveal a neighborhood does not need any parking management changes, which will be noted and justified.

### 2. Commercial Area Recommendations:

Recommendations for the commercial areas will focus on the following corridors: Hawthorne Boulevard, Inglewood Avenue, Prairie Avenue, Crenshaw Boulevard, Rosecrans Avenue, El Segundo Boulevard, Imperial Highway. Recommendations for the commercial corridors will include time limits, daily no-parking times, when free parking is appropriate, hourly parking rates, and payment technology.

In the commercial corridors, where data collection and analysis reveal high parking utilization (above 85%), Kimley-Horn will also provide recommendations to mitigate parking demand such as:

- Bicycle and pedestrian connectivity improvements, such as additional bike lanes, dedicated bus lanes, signage, and wayfinding
- Suggest minor text amendments to land use ordinances, such as adjustments to parking standards and parking in-lieu fees
- Introducing various programs and initiatives, such as educational campaigns, rideshare and bikeshare programs, parking demand management strategies, and enforcement measures

Included in the task will be the following value-added efforts that make best use of the data collected in Task C, as well as the knowledge and understanding gained during Tasks B, C and D:



### **3. Parking Demand Model:**

Kimley-Horn will make use of the parking utilization data to create a parking demand model using Park+, a Kimley-Horn interactive parking scenario planning model, or a custom approach based on the City's needs. This model will allow the City to virtually test changes to parking policy, enforcement, pricing, eligibility, and the removal or increase of parking supply. This model would be maintained by Kimley-Horn and made available to the City upon request for an agreed-upon fee. The model would be viable for up to three years when data collection would need to be performed to keep the model up to date. If the City has scenarios they want modeled, Kimley-Horn can perform those modeling exercises following Task D. Park+ has the ability for users to analyze the impacts of parking demand for various scenarios. Costs would depend on the number of scenarios to be modeled and the factors to be included in the model scenarios, such as supply change, enforcement policy, price, etc.

### **4. Operating Models for Parking Enforcement:**

Kimley-Horn will evaluate different operating models for parking enforcement. State law changed several years ago to allow municipalities to outsource parking enforcement to a third party. Outsourcing parking enforcement has proven to be cost effective, achieve higher levels of compliance, and free up public safety resources for other needed purposes. Kimley-Horn will analyze outsourcing enforcement for the City and compare it to the current approach. This will allow the City to determine the optimal way to enforce parking.

### **5. Parking Guidance Technology:**

Kimley-Horn will evaluate parking guidance technology to facilitate drivers finding parking in the City. Technology is available today to identify where parking is available and provide that information to drivers through electronic signage, as well as mobile apps. This technology tends to be used in commercial zones as well as off-street lots and garages. Parking guidance technology is effective where parking has frequent turnover.

This task will conclude with a slide deck outlining the recommended strategies, policies, rates, parking model, parking management and operations improvements, and parking guidance technology to address the concerns raised by stakeholders and high utilization found through data collection.

## **E. Deliverables**

Kimley-Horn will provide the following:

- Timeline of the tasks outlined in the Scope of Work, including staff review and City Council review
- A Comprehensive Citywide Parking Study report documenting data gathered, discoveries and recommendations based on the aforementioned tasks. A draft copy will be presented for review by City staff, public and City Council. Following feedback and revisions, two (2) copies of the final revised plan and an electronic copy in PDF format will be submitted.
- A GIS map of the current City parking inventory, including handicap spaces, drop off/loading zones, and time restrictions
- Meeting minutes, agendas, and reports of all meetings with City staff and stakeholders
- All public presentation materials, letters, and memos, as required (some materials may need to be bilingual, English and Spanish)
- Assist City staff in preparing all required draft resolutions and/or ordinances related to implementing new or modifying any existing policies to City Council as needed



## Cost Proposal

Task		Fees
<b>Task A</b>	<b>Project Coordination, Administration, and Meetings</b>	
A.1	Project Administration	\$26,500
A.2	City staff meetings	\$11,600
A.3	City Council meetings	\$8,900
		<b>\$47,000</b>
<b>Task B</b>	<b>Community Outreach and Input</b>	
B.1	Determine Stakeholders, Develop Survey	\$7,700
B.2	Disseminate Survey	\$6,100
B.3	Conduct Stakeholder Interviews	\$11,000
B.4	Presentation of survey and interview findings	\$7,600
		<b>\$32,400</b>
<b>Task C</b>	<b>Parking Analysis of Existing and Future Parking Conditions</b>	
C.1	Residential Parking Data Collection (Inventory and Utilization)	\$41,500
C.2	Commercial Parking Utilization Collection (Inventory and Utilization)	\$51,700
C.3	Rest of City Parking Data Collection (Inventory and Utilization)	\$34,800
C.4	Records and Parking Operations Review	\$21,100
C.5	Report of utilization, maps, and documentation	\$19,400
		<b>\$168,500</b>
<b>Task D</b>	<b>Parking Management Strategies</b>	
D.1	Residential areas recommendations	\$58,500
D.2	Commercial areas recommendations	\$48,400
D.3	Parking demand model	\$23,700
D.4	Operating models for parking enforcement	\$34,000
D.5	Parking guidance technology	\$19,100
		<b>\$183,700</b>
<b>Task E</b>	<b>Deliverables</b>	
E.1	Final report, maps, minutes, presentation materials	\$39,300
E.2	Draft resolutions and/or ordinances	\$13,800
		<b>\$53,100</b>
<b>Total Hours:</b>		<b>\$484,700</b>
<b>Out of Pocket Expenses (mileage, print material, data collection materials + misc.)</b>		<b>\$12,000</b>
		<b>\$496,700</b>



**Kimley»Horn**

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