

**AGREEMENT FOR SERVICES BETWEEN  
THE CITY OF SALINAS AND LAZ PARKING CALIFORNIA, LLC.**

**Monterey Street Parking Garage Operation**

THIS AGREEMENT is executed this 17th day of February 2026, (“Agreement” or “Contract”) between the City of Salinas, a California Charter city and municipal corporation (hereinafter “City”) and LAZ Parking California, LLC., a limited liability corporation (hereinafter “Contractor”).

IT IS HEREBY MUTUALLY AGREED AS FOLLOWS:

1. **Scope.** Contractor hereby agrees to provide to the City, as the scope of services under this Agreement, the following services: Monterey Street Parking Garage Operation. Scope of work is further discussed in Monterey Street Parking Garage Operation Request for Proposal, **Attachment B.**
2. **Timeliness.** Contractor shall perform all tasks in a timely fashion, as set forth more specifically in Section 3 below. Failure to so perform is hereby deemed a material breach of this Agreement, and City may terminate this Agreement with no further liability hereunder, or the city may agree in writing with Contractor to an extension of time.
3. **Term.** The work under this Agreement shall commence January 1, 2026, and shall be completed by January 1, 2029, unless City grants a written extension of time as set forth in Section 2 above.
4. **Payment.** City agrees to pay, and Contractor agrees to accept as full and fair consideration for the performance of this Agreement, an annual amount not-to-exceed Three Hundred Ninety Thousand Four Hundred Seventy-Two Dollars (\$390,472), as more fully described in title of Contractor’s fee schedule, **Attachment C.** Contractor has no right of reimbursement for expenses under this Agreement. Compensation shall become due and payable 30 days after City’s approval of Contractor’s submission of monthly written invoices to the City. The payment of any compensation shall be contingent upon performance of the terms and conditions of this Agreement to the satisfaction of the City. If City determines that the work set forth in the written invoice has not been performed in accordance with the terms of this Agreement, City shall not be responsible for payment until such time as the work has been satisfactorily performed.
5. **Meet & Confer.** Contractor agrees to meet and confer with City or its agents or employees with regard to services as set forth herein as may be required by City to insure timely and adequate performance of this Agreement.
6. **Insurance.** Contractor shall procure and maintain for the duration of this Agreement insurance meeting the requirements specified in **Attachment A** hereto.
7. **Indemnification.** Contractor shall hold harmless, defend at its own expense, and indemnify City and its officers, officials, employees, agents, and volunteers from and against all

liability, claims, damages, losses, and/or expenses including reasonable City attorney fees arising from all acts or omissions of Contractor or its officers, agents, or employees arising out of the performance of the work under this Contract, caused in whole or in part by any negligent act or omission of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, except where caused by the sole negligence or willful misconduct of the City.

8. Licensing. Contractor warrants that it is properly licensed to perform the work specified under this Agreement, including but not limited to possession of a current City business license.

9. Termination. City may terminate this Agreement upon ten days' written notice. The amount of damages, if any, as a result of such termination may be decided by negotiations between the parties or before a court of competent jurisdiction.

10. Agency. In performing the services specified under this Agreement, Contractor is hereby deemed to be an independent contractor and not an agent or employee of City.

11. Non-Assignability. The rights and obligations of Contractor hereunder are not assignable and cannot be delegated without written consent of City.

12. Entire Agreement. This Agreement constitutes the entire Agreement between the parties hereto and supersedes any and all prior agreements, whether oral or written, relating to the subject matter thereof. Any modification of the Agreement will be effective only if it is in writing signed by both parties hereto.

13. Validity. If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will continue in full force without being impaired or invalidated in any way.

14. Counterparts. This Agreement may be executed in multiple originals, each of which is deemed to be an original, and may be signed in counterparts.

15. Laws. Contractor agrees that in the performance of this Agreement it will comply with all applicable State, Federal and local laws and regulations. This Agreement shall be governed by and construed in accordance with the laws of the State of California, County of Monterey, and City of Salinas.

16. Levine Act Disclosure Compliance (Cal Government Code Sec. 84308). Contractor hereby affirms and warrants that it has not contributed to the campaign of any elected or appointed City official an amount totaling more than \$500 within twelve (12) months of the effective date of this Agreement, except as Contractor has disclosed within its Levine Act Disclosure Form submitted by Contractor to the City. Contractor agrees, that in the event it makes any contributions subject to the Levine Act's disclosure requirements within twelve (12)

months of the effective date of this Agreement, that it will file a Levine Act Disclosure Form (or Forms). Contractor acknowledges this duty of disclosure and that the City has made the Levine Act Disclosure Form(s) readily available on the City’s public internet site under Your Government / Transparency section for Contractor’s continuous compliance.

17. Electronic Execution of Agreement. The words “execution,” “signed,” “signature,” and words of like import in this Agreement and shall be deemed to include electronic signatures or electronic records (including, without limitation, DocuSign and AdobeSign), each of which shall be of the same legal effect, validity, enforceability, and admissibility as a handwritten signature.

IN WITNESS WHEREOF, this Agreement is entered into by the parties hereto on the day and year first written above.

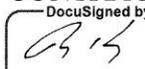
CITY OF SALINAS

\_\_\_\_\_  
René Mendez, City Manager

APPROVED AS TO FORM:

\_\_\_\_\_  
Christopher A. Callihan, City Attorney, or  
Rhonda Combs, Assistant City Attorney

CONTRACTOR

DocuSigned by:  
  
\_\_\_\_\_  
2A79716D65E94D3...

By (Printed Name): Mike Kuziak

Its (Title): Chief Operating Officer

Attachment A

**Insurance Requirements**

Contractor shall procure and maintain for the duration of the contract, and for three years thereafter, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his/her/its officers, agents, representatives, employees, and/or subcontractors.

**MINIMUM SCOPE AND LIMIT OF INSURANCE**

Coverage shall be at least as broad as:

1. **Commercial General Liability** (“CGL”): Insurance Services Office (“ISO”) Form CG 00 01 covering CGL on an occurrence basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$2,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO Form CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.
2. **Automobile Liability**: ISO Form CA 0001 covering Code 1 (any auto), with limits no less than **\$1,000,000** per accident for bodily injury and property damage.
3. **Workers’ Compensation**: as required by the State of California, with Statutory Limits, and Employers’ Liability insurance with a limit of no less than \$1,000,000 per accident for bodily injury or disease.
4. **Contractors’ Pollution Legal Liability and/or Asbestos Legal Liability and/or Errors and Omissions** (if project involves environmental hazards): with limits no less than \$1,000,000 per occurrence or claim, and \$2,000,000 policy aggregate, on an annual basis.

If the Contractor maintains broader coverage and/or higher limits than the minimums shown above, the Contractor requires and shall be entitled to the broader coverage and/or higher limits maintained by the Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

***Self-Insured Retentions***

Self-insured retentions must be declared to and approved by the City. At the option of the City, either: the Contractor shall cause the insurer shall to reduce or eliminate such self-insured retentions as respects the City, its officers, officials, employees, and volunteers; or the Contractor shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration, and defense expenses. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or City.

***Other Insurance Provisions***

The insurance policies are to contain, or be endorsed to contain, the following provisions:

1. **The City, its officers, officials, employees, and volunteers are to be covered as additional insureds** on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations and automobiles owned, leased, hired, or borrowed by

or on behalf of the Contractor. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10, CG 11 85 or **both** CG 20 10, CG 20 26, CG 20 33, or CG 20 38; **and** CG 20 37 forms if later revisions used).

2. For any claims related to this project, the **Contractor's insurance coverage shall be primary** insurance coverage at least as broad as ISO CG 20 01 04 13 as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

3. Each insurance policy required by this clause shall provide that coverage shall not be canceled, except with notice to the City.

4. A copy of the claims reporting requirements must be submitted by Contractor to the City.

5. If the services involve lead-based paint or asbestos identification/remediation, the Contractor's Pollution Liability policy shall not contain lead-based paint or asbestos exclusions. If the services involve mold identification/remediation, the Contractor's Pollution Liability policy shall not contain a mold exclusion, and the definition of Pollution shall include microbial matter, including mold.

#### ***Acceptability of Insurers***

Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best rating of no less than A: VII, unless otherwise acceptable to the City.

#### ***Waiver of Subrogation***

Contractor hereby agrees to waive rights of subrogation which any insurer of Contractor may acquire from Contractor by virtue of the payment of any loss. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation. The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the City for all work performed by the Contractor, its employees, agents and subcontractors.

#### ***Verification of Coverage***

Contractor shall furnish the City with original Certificates of Insurance including an additional insured endorsement and all required amendatory endorsements (or copies of the applicable policy language effecting coverage required by this clause) and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to City before work begins. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements, required by these specifications, at any time.

#### ***Subcontractors***

Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that City is an additional insured on insurance required from subcontractors. For CGL coverage subcontractors shall provide coverage with a form at least as broad as CG 20 38 04 13.

#### ***Maintenance of Insurance***

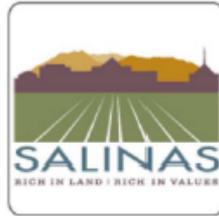
Maintenance of insurance by Contractor as specified shall in no way be interpreted as relieving

Contractor of its indemnification obligations or any responsibility whatsoever and the Contractor may carry, at its own expense, such additional insurance as it deems necessary.

***Special Risks or Circumstances***

City reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

**Attachment B**



**Public Works Department**

**Request for Proposal (RFP) for Professional Services**

**Monterey Street Parking Garage Operation**

<b>Submit Questions Regarding RFP:</b>	<b>2:00 p.m. Thursday, November 13, 2025</b>
<b>RFP Submittal Deadline:</b>	<b>2:00 p.m. Friday, November 21, 2025</b>
<b>Contact:</b>	Jenny Davila Public Works Administrative Supervisor jenny.davila@salinas.gov

City of Salinas  
Public Works Department  
426 Work Street  
Salinas, Ca, 93901  
(831) 758-7108

**REQUEST FOR PROPOSAL (RFP)  
FOR  
PROFESSIONAL SERVICES**

**TITLE: MONTEREY STREET PARKING GARAGE OPERATION**

**1. INTRODUCTION**

The City of Salinas is seeking proposals for qualified firms to provide services for efficient and professional operations for the Monterey Street Parking Garage. Proposals for a multi-year contract with a qualified, professional and highly motivated firm or consortium to perform daily parking garage operations are encouraged. The required services and performance conditions are described in the Scope of Work (or Services) – Attachment B.

**2. ATTACHMENTS**

The attachments below are included with this Request for Proposals (RFP) for your review and submittal (see asterisk):

- Attachment A – Proposer’s Information Form\*
- Attachment B – Scope of Work/Services
- Attachment C – Sample Agreement for Professional Services
- Attachment D – Sample Table, Qualifications of Firm relative to City’s Needs
- Attachment E – Cost Proposal Format

The items identified with an asterisk (\*) shall be filled out, signed by the appropriate representative of the company and returned with submittal.

**3. INSTRUCTIONS TO PROPOSERS**

3.1 Examination of Proposal Documents

The submission of a proposal shall be deemed a representation and certification by the Proposer that they:

- 3.1.1 Have carefully read and fully understand the information that was provided by the City to serve as the basis for submission of this proposal.

- 3.1.2 Have the capability to successfully undertake and complete the responsibilities and obligations of the proposal being submitted.
- 3.1.3 Represent that all information contained in the proposal is true and correct.
- 3.1.4 Did not, in any way, collude, conspire to agree, directly or indirectly, with any person, firm, corporation or other Proposer in regard to the amount, terms or conditions of this proposal.
- 3.1.5 Acknowledge that the City has the right to make any inquiry it deems appropriate to substantiate or supplement information supplied by Proposer, and Proposer hereby grants the City permission to make these inquiries, and to provide any and all related documentation in a timely manner.

No request for modification of the proposal shall be considered after its submission on grounds that Proposer was not fully informed to any fact or condition.

3.2 Addenda/Clarifications

Should discrepancies or omissions be found in this RFP or should there be a need to clarify this RFP, questions or comments regarding this RFP must be put in writing and received by the City no later than 2:00 p.m., Thursday, November 13, 2025. All correspondence shall be submitted to the PlanetBids website. Inquiries received after the date and time stated may not be accepted. All addenda shall become a part of this RFP and shall be acknowledged on the Proposer's Form.

The City shall not be responsible for, nor be bound by any oral instructions, interpretations or explanations issued by the City or its representatives.

3.3 Submission of Proposals

All proposals shall be submitted electronically on the PlanetBids project page. Proposals must be received no later than 2:00 p.m. on Friday, November 21, 2025. All proposals received after that time will be rejected for non-compliance and deemed as disqualified. Proposal should bear Proposer's name and address, clearly marked "RFP – Monterey Street Parking Garage Operation".

3.4 Local Ordinances

All contractors are required to comply with all the requirements of the City of Salinas Local Hiring Preference Ordinance 2330, Salinas City Code Chapter 12, Article IV.

In determining the lowest bid for a public works contract that exceeds \$5,000, a qualified local business shall receive a five percent (5%) preference, per the City's Local Purchasing Preference Ordinance (Sec. 12-28.050 and Sec. 12-28.060).

### 3.5 Withdrawal of Proposals

A Proposer may withdraw its proposal **at any time before the expiration of the time for submission of proposals** as provided in the RFP by delivering a written request for withdrawal signed by, on or behalf of the Proposer.

### 3.6 Rights of the City of Salinas

This RFP does not commit the City to enter into a contract, nor does it obligate the City to pay for any costs incurred in preparation and submission of proposals or in anticipation of a contract. The City reserves the right to:

- Make the selection based on its sole discretion;
- Reject any and all proposals;
- Issue subsequent Request for Proposals;
- Postpone opening for its own convenience;
- Remedy technical errors in the Request for Proposal process;
- Approve or disapprove the use of particular subconsultants;
- Negotiate with any, all, or none of the Proposers;
- Accept other than the lowest offer;
- Waive informalities and irregularities in the Proposals; and/or
- Enter into an agreement with another Proposer in the event the originally selected Proposer defaults or fails to execute an agreement with the City.

An agreement shall not be binding or valid with the City unless and until it is executed by authorized representatives of the City and of the Proposer.

## 4. PROPOSED TENTATIVE TIMELINE

The tentative Request for Proposal (RFP) timeline is as follows:

————— ( 4 ) —————

RFP Issued	Friday, November 7, 2025
Deadline for Questions/Clarifications	Thursday, November 13, 2025
Proposals Due	Friday, November 21, 2025
Interviews (if needed)	Week of November 24
Proposal Selection	Week of November 21
Contract Awarded	Week of December 8
Work Commences	Thursday, January 1, 2025

**5. INFORMATION TO BE SUBMITTED (to be submitted in this order only)**

These instructions outline the guidelines governing the format and content of the proposal and the approach to be used in its development and presentation. The intent of the RFP is to encourage responses that clearly communicate the Proposer's understanding of the City's requirements and the Proposer's approach to successfully provide the products and/or services on time and within budget (See project Scope of Work – Attachment B). Only that information which is essential to an understanding and evaluation of the Proposal should be submitted. Items not specifically and explicitly related to the RFP and Proposal, e.g. brochures, marketing material, etc. will not be considered in the evaluation.

All proposals shall address the following items in the order listed below and shall be numbered 1 through 8 in the proposal document. Proposals shall not exceed thirty (30) pages.

**5.1 Chapter 1 – Proposal Summary**

This chapter shall discuss the highlights, key features and distinguishing points of the Proposal. A separate sheet shall include a list of individuals and contacts for this Proposal and how to communicate with them. Limit this Chapter to a total of three (3) pages including the separate sheet.

**5.2 Chapter 2 – Profile on the Proposing Firm(s)**

This chapter shall include a brief description of the Prime Proposer's firm size as well as the proposed local organization structure. Include a discussion of the Prime Proposer firm's financial stability, capacity and resources. Include all other firms participating in the Proposal, including similar information about the firms.

Additionally, this section shall include a listing of any lawsuit or litigation and the result of that action resulting from (a) any public project undertaken by

the Proposer or by its subcontractors where litigation is still pending or has occurred within the last five years or (b) any type of project where claims or settlements were paid by the consultant or its insurers within the last five years.

5.3 Chapter 3 – Qualifications of the Firm

This chapter shall include a brief description of the Proposer's and Sub-Proposer's qualifications and previous experience on similar or related projects. Provide in a table format (see Sample Table, Attachment D) descriptions of pertinent project experience with other public municipalities and private sector that includes a summary of the work performed, the total project cost, the percentage of work the firm was responsible for, the period over which the work was completed, and the name, title, and phone number of client's to be contacted for references. Give a brief statement of the firm's adherence to the schedule and budget for the project.

This chapter shall include information regarding any relationships with firms and/or individuals who may submit proposals in response to the RFPs being developed.

5.4 Chapter 4 – Work Plan or Proposal

This chapter shall present a well-conceived service plan. Include a full description of major tasks and subtasks. This section of the proposal shall establish that the Proposer understands the City's objectives, work requirements, and Proposer's ability to satisfy those objectives and requirements. Succinctly describe the proposed approach for addressing the required services and the firm's ability to meet the City's schedule, outlining the approach that would be undertaken in providing the requested services.

5.5 Chapter 5 – Proposed Innovations

The Proposer should suggest technical or procedural innovations that have been used successfully on other engagements, and which may provide the City with better service delivery. In this Chapter discuss any ideas, innovative approaches, or specific new concepts included in the Proposal that would provide benefit to the City.

5.6 Chapter 6 – Project Staffing

This chapter shall discuss how the Proposer would propose to staff this project. Key project team members shall be identified by name, title and specific responsibilities on the project. An organization chart for the project team and resumes for key Proposer personnel shall be included. Key personnel will be an important factor considered by the review committee. Changes in key personnel may be cause for rejection of the proposal.

5.7 Chapter 7 – Proposal Exceptions

This chapter shall discuss any exceptions or requested changes that Proposer has to the City's RFP conditions, requirements and sample Agreement. If there are no exceptions noted, it is assumed the Proposer will accept all conditions and requirements identified in Attachment C – "Sample Agreement for Services". Items not excepted will not be open to later negotiation.

5.8 Chapter 8 – Proposal Costs Sheet and Rates

The fee information is relevant to a determination of whether the fee is fair and reasonable in light of the services to be provided. Provision of this information assists the City in determining the firm's understanding of the project, and provides staff with tools to negotiate the cost, provide in a table (See Attachment E, Table).

Proposer shall provide the following information:

- 5.8.1 Direct Labor rates for proposed staff;
- 5.8.2 Overhead rate and breakdown of overhead elements;
- 5.8.3 Subconsultant billing rates and mark-up percentage for ODC's (other direct costs); and identify all reimbursable expenses. Most recent complete financial instrument that would establish Proposer's ability to complete the obligations of the contract resulting from this solicitation. Proposers need to submit their last two audited financial statements (e.g., balance sheet, income statement, and statement of cash flow).

This chapter shall include the proposed costs to provide the services desired. Include any other cost and price information, plus a not-to-exceed amount, that would be contained in a potential agreement with the City. The hourly rates may be used for pricing the cost of additional services outlined in the Scope of Work.

PLEASE NOT: The City of Salinas will not pay for services before it receives them. Therefore, do not propose contract terms that call for upfront payments or deposits.

## 6. CONTRACT TYPE AND METHOD OF PAYMENT

It is anticipated that the agreement resulting from this solicitation, if awarded, will be a not-to-exceed budget per task form of contract. A Sample Agreement of Services is provided as Attachment C. The method of payment to the successful Proposer shall be on a per task basis with a maximum "not-to-exceed" fee as set by the Proposer in the Proposal or as negotiated between the Proposer and the City as being the maximum cost to perform all work. This figure shall include direct costs and overhead, such as, but limited to, transportation, communications, subsistence and materials and any subcontracted items of work. Billing shall be conducted monthly.

Proposers shall be prepared to accept the terms and conditions of the Agreement, Insurance Requirements in Attachment C. If a Proposer desires to take exception to the Agreement, Proposer shall provide the following information in Chapter 7 of their submittal package. Please include the following:

- Proposer shall clearly identify each proposed change to the Agreement, including all relevant Attachments.
- Proposer shall furnish the reasons for, as well as specific recommendations, for alternative language.

The above factors will be taken into account in evaluating proposals. Proposals that take substantial exceptions to the proposed Agreement may be determined by the City, at its sole discretion, to be unacceptable and no longer considered for award.

### 6.1 Insurance Requirements

The selected Proposer(s), at Proposer's sole cost and expense and for the full term of the Agreement or any extension thereof, shall obtain and maintain, at a minimum, all of the insurance requirements outlined within the Sample Agreement document in Attachment C.

All policies, endorsements, certificates and/or binders shall be subject to the approval of the City Attorney as to form and content. The selected Proposer agrees to provide the City with a copy of said policies, certificates and/or endorsement upon award of contract.

## **7. REVIEW AND SELECTION PROCESS**

City staff will evaluate the proposals provided based on the following criteria:

- 7.1 Cost of services;
- 7.2 Experience;
- 7.3 References from similar programs, indicating that contractor has performed services professionally with a positive impact on the community;
- 7.4 Level of customer service;
- 7.5 Implementation Plan;

A selection committee will make a recommendation to the Public Works Department that will in turn forward said recommendation to the City Council. The acceptance of the proposal will be evidenced by written Notice of Award from the City Public Works Department to the successful Proposer after Council approval.

## **8. ORAL INTERVIEWS**

Proposers may be required to participate in an oral interview. The oral interview will be a panel comprised of members of the selection committee.

Proposers may only ask questions that are intended to clarify the questions that they are being asked to respond.

Each Proposer's time slot for oral interviews will be determined randomly. Proposers who are selected shall make every effort to attend. If representatives of the City experience difficulty on the part of any Proposer in scheduling a time for the oral interview, it may result in disqualification from further consideration.

## **9. PUBLIC NATURE OF MATERIALS**

Responses to this RFP become the exclusive property of the City of Salinas. All proposals received in response to this RFP becomes a matter of public record and shall be regarded as public records, with the exception of those elements in each proposal which are defined by the Proposer as business or trade secrets and plainly marked as "Confidential," "Trade Secret," or "Proprietary". The City shall not in any way be liable or responsible for the disclosure of any such proposal or portions thereof, if they are not plainly marked as "Confidential," "Trade Secret," or "Proprietary" or if disclosure is required under the Public Records Act. Any proposal which contains language purporting to render all or significant portions of the proposal "Confidential," "Trade Secret," or "Proprietary" shall be regarded as non-responsive.

Although the California Public Records Act recognizes that certain confidential trade secret information may be protected from disclosure, the City of Salinas may not accept or approve that the information that a Proposer submits is a trade secret. If a request is made for information marked "Confidential," "Trade Secret," or "Proprietary," the City shall provide the Proposer who submitted the information with reasonable notice to allow the Proposer to seek protection from disclosure by a court of competent jurisdiction.

#### **10. COLLUSION**

By submitting a proposal, each Proposer represents and warrants that its proposal is genuine and not a sham or collusive or made in the interest of or on behalf of any person not named therein; that the Proposer has not directly induced or solicited any other person to refrain from submitting a proposal; and that the Proposer has not in any manner sought collusion to secure any improper advantage over any other person submitting a proposal.

#### **11. DISQUALIFICATION**

Factors such as, but not limited to, any of the following may be considered just cause to disqualify a proposal without further consideration:

- 11.1 Evidence of collusion, directly or indirectly, among Proposers in regard to the amount, terms or conditions of this proposal;
- 11.2 Any attempt to improperly influence any member of the evaluation team;
- 11.3 Existence of any lawsuit, unresolved contractual claim or dispute between Proposer and the City;
- 11.4 Evidence of incorrect information submitted as part of the proposal;

- 11.5 Evidence of Proposer's inability to successfully complete the responsibilities and obligation of the proposal; and
- 11.6 Proposer's default under any previous agreement with the City, which results in termination of the Agreement.

## **12. NON-CONFORMING PROPOSAL**

A Proposal shall be prepared and submitted in accordance with the provisions of these RFP instructions and specifications. Any alteration, omission, addition, variance, or limitation of, from or to a proposal may be sufficient grounds for non-acceptance of the proposal, at the sole discretion of the City.

## **13. GRATUITIES**

No person shall offer, give or agree to give any City employee any gratuity, discount or offer of employment in connection with the award of contract by the City. No City employee shall solicit, demand, accept or agree to accept from any other person a gratuity, discount or offer of employment in connection with a city contract.

## **14. FIRMS OR PERSONS NOT ELIGIBLE TO SUBMIT A PROPOSAL**

In order to avoid any conflict of interest or perception of a conflict of interest, Proposer(s) selected to provide professional services under this RFP will be subject to the following requirements:

- 14.1 The Proposer(s) may not have interest in any potential Proposer for the ultimate procurement.

~ End of Section ~

### Attachment A Proposer's Information Form

**PROPOSER (please print):**

Name: LAZ Parking California, LLC

Address: 5901 Christie Ave •Suite 202• Emeryville, CA 94608

Telephone: (510) 250-2052 Email: smooney@lazparking.com

Contact person, title, email, and telephone: Cindy Hefner, Regional VP, NorCal  
chefner@lazparking.com (510) 250-2052 x7352

**Proposer, if selected, intends to carry on the business as (check one):**

Individual  Joint Venture

Partnership

Corporation

When incorporated? 12/14/2009

In what state? Connecticut

When authorized to do business in California? 02/04/2010

Other (explain): Limited Liability Company

**ADDENDA**

To assure that all Proposers have received each addendum, check the appropriate box(es) below. Failure to acknowledge receipt of an addendum/addenda may be considered an irregularity in the Proposal:

Addendum number(s) received:  1;  2;  3;  4;  5;  6;

Or  \_\_\_\_\_ No Addendum/Addenda Were Received (check and initial).

**PROPOSER'S SIGNATURE**

No proposal shall be accepted which has not been signed in ink in the appropriate space.

Attachment A – Proposer Information continued...

1. If Proposer is **INDIVIDUAL**, sign here:

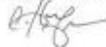
Date: \_\_\_\_\_  
Proposer's Signature  
\_\_\_\_\_  
Proposer's typed name and title

2. If Proposer is **PARTNERSHIP** or **JOINT VENTURE**; at least two (2) Partners shall sign here:

Partnership or Joint Venture Name (type or print)  
Date: \_\_\_\_\_  
Member of the Partnership or Joint Venture signature  
Date: \_\_\_\_\_  
Member of the Partnership or Joint Venture signature

3. If Proposer is a **CORPORATION**, the duly authorized officer shall sign as

follows: The undersigned certify that he/she is respectively:

 Cindy Hefner and Regional VP, NorCal  
Signature \_\_\_\_\_ Title \_\_\_\_\_

Of the corporation named below; that they are designated to sign the Proposal Cost Form by resolution (attach a certified copy, with corporate seal, if applicable, notarized as to its authenticity or Secretary's certificate of authorization) for and on behalf of the below named CORPORATION, and that they are authorized to execute same for and on behalf of said CORPORATION.

LAZ Parking California, LLC  
Corporation Name (type or print)  
By: Cindy Hefner & Muhammad Mansoor Date: 11/20/25  
Regional VP, NorCal & VP, Enforcement & Municipal Operations  
Title: \_\_\_\_\_

City of Salinas – Monterey Street Parking Garage Management RFP  
**ATTACHMENT B – SCOPE OF WORK**

Project Background:

As part of the successful implementation of the Downtown Vibrancy Plan, the City of Salinas has made significant progress in transforming its downtown into a vibrant, accessible destination. A key component of this plan has been the effective management of the City's parking assets, which include two parking garages, several surface lots, and a substantial inventory of on-street parking.

To support this effort, the Public Works Department has taken over parking enforcement responsibilities, unified all parking-related programs under a single management structure, and developed a comprehensive, long-term parking management strategy. One major milestone in this initiative has been the renewal and operational streamlining of the Monterey Street Parking Garage, which now plays a central role in supporting downtown parking needs.

With this foundation in place, the City is now seeking qualified proposals to build upon this success by providing ongoing Monterey Street Garage Parking Management Services.

Description of Project:

As part of the successful implementation of the Downtown Vibrancy Plan, the City of Salinas continues to enhance downtown accessibility and support economic vitality through improved parking management. With key milestones already achieved – including the consolidation of parking programs under the Public Works Department – the City is now focused on ensuring continued success of its parking assets through professional, efficient operations.

The City of Salinas is seeking proposals from qualified and experienced organizations to provide **Parking Garage Management Services** for the Monterey Street Parking Garage. The City desires a provider that can deliver responsible and reliable day-to-day operations, maintain a high standard of professionalism, and offer excellent customer service to the public.

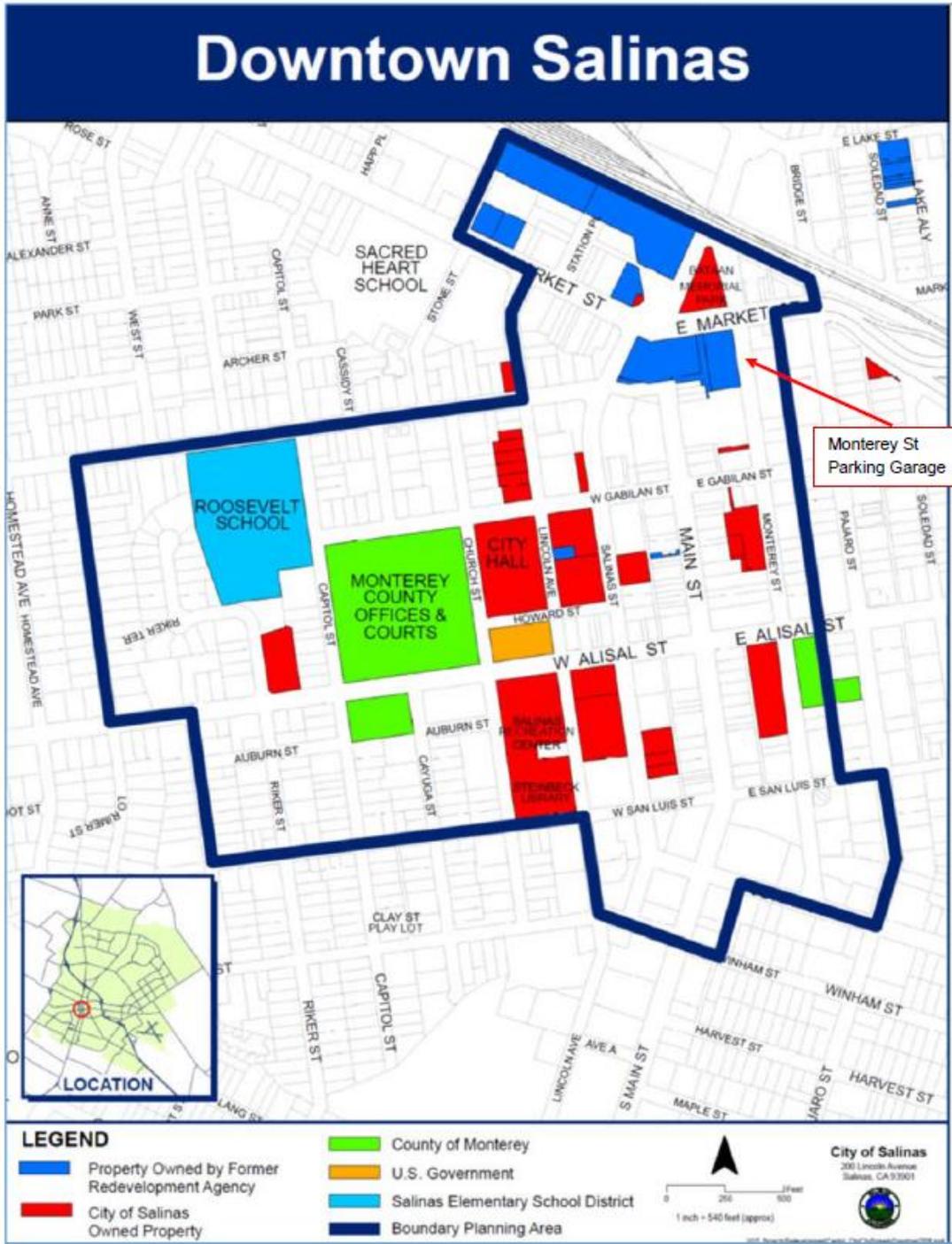
The City is interested in entering into a three (3) year agreement with an opportunity to extend for two (2) one-year extensions. The selected provider will be expected to collaborate closely with the City to ensure the parking garage continues to support the broader goals of the Downtown Vibrancy Plan while operating efficiently, safely, and in a customer-focused manner.

Monterey Street Parking Garage Details

The Garage is located next to the National Steinbeck Center at Salinas Center, the Maya Cinema 16-theatre movie complex. Together they comprise the core of the 15-block historic downtown Salinas (See Figure 1).

- 435 space capacity

- Hours:
  - Monday – Thursday 5:30 a.m. – 1:00 a.m.
  - Friday 5:30 a.m. – 2:00 a.m.
  - Saturday 8:00 a.m. – 2:00 a.m.
  - Sunday 8:00 a.m. – 1:00 a.m.
- Parking Rates:
  - Transient (Hourly) \$1.25/hour
  - Monthly \$50/Month
- Transient Parking in the Garage:
  - 145,000 Theater Parkers @ 3 hours each/per year
  - 15,600 other transient spaces/per year



### Selection Criteria and Process

The City's selection of a parking vendor to operate the Garage will be based upon experience, quality references, cost of services, level of customer service and implementation plan. The City will use a panel to review all submitted proposals. The panel will select two (2) operators for interviews if needed. Based on the combined scoring of the original proposals and the operator interviews, the panel will select a preferred operator. The City's representative will meet with the preferred operator to negotiate an agreement acceptable to the City. If an agreement cannot be reached with the preferred operator, the City's representative will move to the operator ranked second. When an acceptable agreement has been reached, the Public Works Department will prepare a staff report recommending approval of an operating agreement for the Monterey Street Garage.

### Fiscal Responsibilities

The Contractor will be responsible for the daily processing of deposits and expenses. Garage revenue will be accounted for separately from the expenses. "Revenue" for the purposes of this proposal, are those funds derived directly from the Garage as they relate to transient parking fees and monthly permits. "Revenue" does not include City generated monies from advertising on the building or special events held at the structure. Revenues are based solely upon deposit amounts and not based upon the actual spaces used. The City reserves the right to confirm reconciliations of revenue, prior to issuing payments for any incentive fees. All revenues will be sent to the City with a monthly check with a weekly reconciliation attached. The City will then approve the payment of the management fee as they may be applicable. The Contractor will not pay itself.

Payment for all direct costs, within those parameters defined in the maintenance section, will be paid by the Contractor. Use of cash for direct costs is to be discouraged. All direct expenses will be reconciled monthly and submitted to the City. The City will then reimburse the Contractor through monthly invoice.

The City reserves the right to review the expense records and audit transactions periodically. The City will call into question any unreasonable transactions as they may occur from time to time. The City reserves the right to make changes to sub-contractors if the service they provide is too costly or ineffective. A quarterly review between the City and Contractor will be established to review these transactions.

### Personne/Staffing

The firm selected for the Agreement, and all of its personnel, should demonstrate an exceptional familiarity with parking garage management. Most importantly, the firm chosen should demonstrate a superior understanding of operational requirements, public relations, and customer service practices.

The contractor will be responsible for all aspects of recruitment, selection, and initial and on-going training of personnel, so the contractor shall employ only persons competent and skilled and shall

provide responsible supervision for each individual employed. The contract service provider shall not use discriminatory hiring practices in regard to ethnic origin, race, religion, gender, sexual orientation, and physical or mental disability. The contractor must adhere to all existing Government Code and City nondiscrimination policies, and the contractor's personnel shall at all times be polite and courteous to all citizens and City staff. The contractor's personnel shall be required to speak and write and communicate effectively to the City's customers, residents and visitors and bilingual skills are recommended to better serve the City's Spanish speaking community. The contractor will be responsible for assuring employee compliance with all laws and regulations, responding to inspections/audits by regulatory agencies, and paying any fines or assessments levied by regulatory agencies. In addition, the contract service provider will be responsible for all personnel supervision, discipline, and termination actions. However, the City may require the removal of any Contractor's personnel, when it is determined to be in the best interest of the City, at any time.

The Contractor must provide a thorough background investigation on all potential employees, including but not limited to, criminal/driving history, outstanding violations, polygraph and/or psychological exams, medical history, prior work issues and a skills assessment test. As the individuals selected for the process will be representing the City of Salinas on a day-to-day basis, the selection criteria are expected to be stringent. Employees should also be interviewed by City of Salinas staff prior to approval.

The Contractor shall be responsible for the conduct, demeanor, and appearance of all employees. All employees shall act in a courteous and respectable manner while on duty, and during any interaction with the public. The City of Salinas seeks to maintain the highest level of customer service, and employees must be attentive, alert, and responsive when dealing with customers' issues, needs, or complaints.

Please include a detailed sheet in your proposal which outlines compensation and benefits costs for each position listed in your staffing plan. The City will also require documentation that background checks on all Contractor employees have been successfully completed to the satisfaction of the Contractor, prior to the employees working in the Garage. A simple E-Mail to the City's representative announcing the start of a new employee will suffice. No employees will begin work in the Garage without first having received the approval from the City's representative. All employees with access to money will be bonded by the Contractor. City reserves the right to review and comment on the performance of employees and recommend corrective action and/or removal from future work at the Garage.

The Contractor shall select and hire only persons who are well-qualified to perform the duties for their respective job positions and should provide classifications of all employee positions within their proposal, including a job description.

Classifications might be limited to:

- Parking Garage Supervisor/Manager: Assist the parking garage management staff with day-to-day operations and staffing issues. Supervisor shall be responsible to report with

the City representative on a monthly basis and provide updates on the operations, any feedback from the public, and any incidents that have occurred. A supervisor should possess sufficient IT knowledge to be able to handle equipment issues.

- **Parking Garage Staff:** Responsible for the day-to-day management of operations. These individuals must have the capacity to act as "Ambassadors" for the City, providing information about the parking garage.

The Contractor should provide performance metrics for each position so that performance evaluations may take place.

Prompt Action on Maintenance Issues

The Contractor is expected to act quickly to address deficiencies in the facility or operation. In general, the operation of the computerized parking equipment, phones, lights, signage and other systems will be the responsibility of the Contractor. Maintenance will be performed via work order, approved by the City's representative, and a log will be kept to track all repairs. At least once a month, more frequently if needed, the City's representative and Contractor's supervisor will tour the facility to note any issues.

A daily inspection by maintenance staff will occur once per day. Contractor will provide a daily, weekly, and monthly inspection form to be used in the facility with this Request for Proposals.

All parking equipment malfunctions will be reported within one hour of the first recognition to both the equipment vendor (in an effort to quickly schedule repair service), and to the City's representative. All repairs made under warranty (as an example but not limited to the exhaust fans, elevator and parking computer systems) will be reported immediately to the City's representative.

The Contractor is required to address any maintenance deficiency posing a threat of injury or property damage to the public or employees at an estimated of a cost of less than \$1,000 within 24 hours and to report the circumstances to the City's representative within 48 hours. The Contractor is required to bring any maintenance deficiency posing a threat of injury or property placing the public or employees at risk of a cost of more than \$1,000 immediately to the City's attention by contacting the City's representative be cell phone or landline.

Security

The City and contractor will share this responsibility. City is responsible for the enforcement of all laws, and the police department will be the Contractor's first point of contact if a violation occurs. This will include towing of abandoned vehicles, parking violations, and the violation of other laws. The City will pay directly for a security company to monitor the alarms and for the surveillance of the video cameras. The City will establish an on-call list for 24-hour emergencies. The City will be

responsible for the maintenance and safety checks of fire extinguishers, fire sprinkler systems, alarm system maintenance and repairs.

Contractor will provide adequate training as to the safety features of the facility, and provide, in an obvious agreed upon location, a list of all emergency contact phone numbers. Contractor will provide all forms of communication to be used between the two staff members on site (cellphone, 2-way radio, etc.). Contractor employees are responsible for contacting the City to report suspicious behavior, unusual circumstances, be a witness in the event they see a crime and help to defend the City against any claims for damages. Contractor is responsible for the opening, closing and securing of the facility per scheduled operating hours. Contractor employees will assist in emergencies by directing traffic, blocking lanes, and controlling public egress and ingress as needed to secure sections or all of the garage until City staff can respond to relieve them.

#### Proposal Requirements

Proposals shall not exceed thirty (30) pages and shall include the following information:

- Company Information – Company history and experience in parking operations, annual revenues, regional representative, facility references (including Monterey Bay region references);
- Operations and Staffing Plan – Include the number of cashiers, maintenance staff, facility manager and operations manager. Include specific shift schedules and compensation;
- Operating Budget – Include a twelve (12) month operating budget based on anticipated revenue information (provided by City) and operators identified operating expenses for the garage;
- Management Fee – This fee represents the overhead costs associated with garage operations and the operators' profit;
- Set Up Expenses – Expenses required to begin operations at the garage;
- Monthly Operating Statement – A sample of the operating statement which will include a complete detailed statement of revenues and expenses, with receipts to support all expenditures;
- Capital Allowance – Include a recommended capital allowance for the Garage;
- Samples of the following policies:
  - Facility Auditing
  - Employee Training
  - Customer Service/Relations

ATTACHMENT D

SAMPLE TABLE FORMAT - QUALIFICATIONS OF FIRM RELATIVE TO CITY'S NEEDS

Project Name	Client	Description of work performed	Total Project Cost	Percentage of work firm as responsible for	Period work was completed	Client contact information*
SFMTA Garages	San Francisco Municipal Transportation Agency	Parking Management	\$180M	100%	2011 - Present	Rob Malone (415) 705-5535 <a href="mailto:rob.malone@sfmta.com">rob.malone@sfmta.com</a>
<p>Did your firm meet the project schedule (Circle one): <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Give a brief statement of the firm's adherence to the schedule and budget for the project: LAZ Parking has consistently delivered all contracted services for this City on schedule, within budget, and without a single cost overrun or service interruption, demonstrating our disciplined project management and unwavering commitment to operational excellence.</p>						
Parking Management	County of Alameda	Parking Management	\$4.9M	100%	2015 - Present	Ashwin Swenson (510) 224-7326 <a href="mailto:Ashwin.Swenson@acgov.org">Ashwin.Swenson@acgov.org</a>
<p>Did your firm meet the project schedule (Circle one): <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Give a brief statement of the firm's adherence to the schedule and budget for the project: LAZ Parking has consistently delivered all contracted services for this City on schedule, within budget, and without a single cost overrun or service interruption, demonstrating our disciplined project management and unwavering commitment to operational excellence.</p>						
Parking Management	City of Stockton	Parking Management	\$1.6M	100%	2020 - Present	Tina McCarty (209) 937-8907 <a href="mailto:tina.mccarty@stocktonca.gov">tina.mccarty@stocktonca.gov</a>
<p>Did your firm meet the project schedule (Circle one): <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Give a brief statement of the firm's adherence to the schedule and budget for the project: LAZ Parking has consistently delivered all contracted services for this City on schedule, within budget, and without a single cost overrun or service interruption, demonstrating our disciplined project management and unwavering commitment to operational excellence.</p>						
Parking Management	City of Walnut Creek	Parking Management	\$3.5M	100%	2011 - Present	Mike Vickers (925) 256-3538 <a href="mailto:vickers@walnut-creek.org">vickers@walnut-creek.org</a>
<p>Did your firm meet the project schedule (Circle one): <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Give a brief statement of the firm's adherence to the schedule and budget for the project: LAZ Parking has consistently delivered all contracted services for this City on schedule, within budget, and without a single cost overrun or service interruption, demonstrating our disciplined project management and unwavering commitment to operational excellence.</p>						

## 8. PROPOSAL COST SHEETS & RATES

This chapter presents LAZ Parking’s proposed pricing for the operation of the Monterey Street Parking Garage in the format requested by the City. Our goal is to provide clear, transparent cost information that demonstrates a fair and reasonable fee structure aligned with the Scope of Work.

LAZ is submitting two cost options for the City’s consideration. Option 1 is an annual operating budget that assumes continuation of the existing PARCS infrastructure. Option 2 is an optional enhanced budget that includes PARCS replacement and related technology upgrades as outlined in Chapter 5 – Proposed Innovations. Both options are presented in the Attachment E table format.

No subconsultants are proposed for this engagement, and no markups will be applied to other direct costs; all services will be performed directly by LAZ Parking. The hourly rates shown in the Attachment E table represent the raw wages paid to LAZ staff for each position. These rates may be used by the City to price additional services consistent with the Scope of Work. LAZ’s two most recent years of audited financial statements, including balance sheet, income statement, and statement of cash flows, are provided under separate confidential cover to demonstrate our financial capacity to fulfill all contractual obligations.

Please see our attached cost proposal, in the format requested by the City. We have also included our audited financial statements via the online portal along with this proposal document.

### Annual Budget

Scope	Labor Categories (e.g., Consultant, Sr. Consultant, etc.)	Est. Hours	Hourly Rate	Extended Rate
<b>Task 1</b>	LAZ Parking Operations Manager	1,920	\$ 34.00	\$ 70,720
	LAZ Parking Ambassador Staff	9,950	\$17 - \$22.50	\$ 174,850
	Payroll Burdens	11,870		\$ 68,067
<b>TOTAL NOT TO EXCEED, TASK 1</b>	<b>Total Garage Labor</b>	11,870		<b>\$ 313,647</b>
<b>Task 2</b>	LAZ Management Fee			\$ 500
<b>TOTAL NOT TO EXCEED, TASK 2</b>	<b>Total Management Fee</b>			<b>\$ 6,000</b>
<b>Task 3</b>	Operating Expenses/Including: R&M, operating & cleaning supplies, sanitation, telecom, uniforms, insurance, licenses & compliance, etc.			\$ 70,825
<b>TOTAL NOT TO EXCEED, TASK 3</b>	<b>Total Operating Expenses</b>			<b>\$ 70,825</b>
<b>TOTAL NOT TO EXCEED (TASKS 1 – 3)</b>	<b>Operations Manager (1), Ambassador Staff (3FT/4PT), Management Fee, Operating Expenses</b>			<b>\$ 390,472</b>

### Optional Proposed Annual Budget with PARCS

Scope	Labor Categories (e.g., Consultant, Sr. Consultant, etc.)	Est. Hours	Hourly Rate	Extended Rate
<b>Task 1</b>	LAZ Parking Operations Manager	1,920	\$ 34.00	\$ 70,720
	LAZ Parking Ambassador Staff	5,200	\$17 - \$22.50	\$ 113,066
	Payroll Burdens	7,120		\$ 50,976
<b>TOTAL NOT TO EXCEED, TASK 1</b>	<b>Total Garage Labor</b>	7,120		<b>\$ 234,762</b>
<b>Task 2</b>	LAZ Management Fee			\$ 500
<b>TOTAL NOT TO EXCEED, TASK 2</b>	<b>Total Management Fee</b>			<b>\$ 6,000</b>
<b>Task 3</b>	Operating Expenses/Including: New parking access & revenue control equipment, R&M, operating & cleaning supplies, sanitation, telecom, uniforms, insurance, licenses & compliance, etc.			\$ 113,899
<b>TOTAL NOT TO EXCEED, TASK 3</b>	<b>Total Operating Expenses</b>			<b>\$ 113,899</b>
<b>TOTAL NOT TO EXCEED (TASKS 1 – 3)</b>	<b>Operations Manager (1), Ambassador Staff (2FT/1PT), Management Fee, Operating Expenses</b>			<b>\$ 354,661</b>