



# CITY OF POMONA COUNCIL REPORT

September 18, 2023

To: Honorable Mayor and Members of the City Council

From: James Makshanoff, City Manager

Submitted By: Rene Guerrero, Public Works Director

**SUBJECT: AWARD OF PROFESSIONAL CONSULTANT SERVICES AGREEMENT  
FOR "POMONA TRANSIT CENTER ADA IMPROVEMENTS," PROJECT  
NO. 428-2590-XXXXX-67938**

## RECOMMENDATION:

It is recommended that the City Council take the following actions:

- 1) Award a Professional Consultant Services Agreement for "Pomona Transit Center ADA Improvements," Project No. 428-2590-XXXXX-67938 to HR Green Pacific, Inc. for Design and Construction Management services in the amount of \$692,201, and
- 2) Authorize the City Manager to execute the agreement and any subsequent amendments/revisions to the agreement with HR Green Pacific, Inc.

## EXECUTIVE SUMMARY:

This action will result in awarding a Professional Services Agreement to HR Green Pacific, Inc., in the amount of \$692,201, for design and construction management services for "Pomona Transit Center ADA Improvements," Project No. 428-2590-XXXXX-67938(Project). This Project addresses required improvements for compliance with the Americans with Disabilities Act (ADA).

## FISCAL IMPACT:

The FY 2023-24 budget impacts are summarized in the table below:

Project / Funding	"Pomona Transit Center ADA Improvements," Project No. 428-2590-XXXXX-67938
Beginning Budget ( <i>General Fund &amp; Prop A</i> )	\$1,800,000
Encumbrances & Expenses (as of 8/30/2023)	\$19,900
HR Green Pacific, Inc. Agreement	\$692,201
<b>Ending Available Budget</b>	<b>\$1,087,899</b>

## **PREVIOUS RELATED ACTION:**

On April 18, 2022, the City Council approved an amendment to the FY 2021-22 CIP Budget by creating a new CIP Project, “Pomona Transit Center ADA Improvements,” Project No. 428-2590-XXXXX-67938 and by appropriating \$600,000 of General Funds.

On June 6, 2022, the City Council approved Resolution No. 2022-94 adopting the FY 2022-23 Capital Improvement Program (CIP) Budget, and appropriating \$400,000 of Prop A Funds to “Pomona Transit Center ADA Improvements,” Project No. 428-2590-XXXXX-67938.

On June 5, 2023, the City Council approved Resolution No. 2023-24 adopting the FY 2023-24 Capital Improvement Program (CIP) Budget, and appropriating \$800,000 of Prop A Funds to “Pomona Transit Center ADA Improvements,” Project No. 428-2590-XXXXX-67938.

## **DISCUSSION:**

A Request for Proposals (RFP# 2023-18) for the design of proposed exterior ADA improvements at the Pomona Transit Center was posted on PlanetBids on May 10, 2023; nine (9) vendors were notified with two (2) prospective bidders, and zero (0) complete bids received. A Request for Proposals (RFP# 2023-19) for the design of proposed interior ADA improvements at the Pomona Transit Center was posted on PlanetBids on May 16, 2023; seven (7) vendors were notified with three (3) prospective bidders, and zero (0) complete bids received. Per California Public Contract Code 22038 (c), due to the lack of response to the RFP’s, the City reached out directly to a vendor on the Master Consultant List to address the design of both the interior and exterior ADA improvements.

Under the terms of the Settlement Agreement with the US Department of Justice, the City has three years from the date of execution (February 25, 2022) to address the deficient items as outlined in the Settlement Agreement. City staff has already begun addressing several of the required improvements, as staffing allows. However, there are other larger-scale items that require design and construction beyond the Staff’s resources.

It is important that the City hire a Designer/Construction Manager to assist with the design, schedule, and management of the contractors that will be hired to perform the work, prior to the completion date set in the Settlement Agreement.

## **COUNCIL PRIORITIES & GOALS:**

***This item supports the 2021-22 City Council Priority 4: Goal M: Improve safety and cleanliness at parks and public spaces.***

Prepared by:

Stephanie Carbajal  
Program Assistant