



---

---

# CITY OF POMONA COUNCIL REPORT

---

---

March 17, 2025

To: Honorable Mayor and Members of the City Council

From: Anita D. Scott, City Manager

Submitted By: Meg McWade, Public Works Director

**SUBJECT: AWARD CONTRACT TO TKE ENGINEERING INCORPORATED IN THE AMOUNT OF \$409,550 FOR VPD PARKING LOT REHABILITATION AND ADA COMPLIANCE DESIGN CONSULTING SERVICES**

---

## **RECOMMENDATION:**

It is recommended that the City Council:

- 1) Award a professional consulting services contract to TKE Engineering Incorporated for “VPD – Parking Lots Rehabilitation II,” Project No. 428-2590-XXXXX-71081 for professional design consulting services related to ADA Accessibility design to bring the VPD lots into current ADA compliance for a cost of \$409,550; and
- 2) Authorize the City Manager to execute the consulting contract and any related documents and subsequent change orders on behalf of the City.

## **EXECUTIVE SUMMARY:**

This action will result in awarding a professional consulting services contract, as recommended by the Vehicle Parking District (VPD) Board of Parking Place Commissioners, to TKE Engineering, Inc., for a cost of \$409,550 for “VPD – Parking Lots Rehabilitation II,” Project No. 428-2590-XXXXX-71081. This contract will cover the evaluation and design phase which is the first step in addressing necessary renovations of the VPD parking lots to comply with Department of Justice (DOJ) standards.

## **SB1439/GOVERNMENT CODE §84308 APPLICABILITY:**

When this box is checked, it indicates the agenda item is subject to the Levine Act SB1439 requirements. Councilmembers are reminded to check their campaign contributions and determine whether they have received a campaign contribution of \$500 or more that would require disclosure and/or recusal from discussing or acting on this agenda item. Campaign contributions of \$500 or

more made 1) by any person or entity who is identified in the agenda report as the applicant or proposer or 2) on behalf of the applicant or participant, including a parent, subsidiary or otherwise related business entity, or 3) by any person who has a financial interest in the agenda item requires a councilmember to comply with SB1439.

**FISCAL IMPACT:**

Approval of this action will award a professional consulting services contract to TKE Engineering, Inc. in the not to exceed amount of \$409,550 for the evaluation and design of the “VPD – Parking Lots Rehabilitation II,” Project No. 428-2590-XXXXX-71081. The following table outlines the fiscal impacts associated with the recommended actions:

<b>Category</b>	<b>“VPD – Parking Lots Rehabilitation II,” Project No. 428-2590-XXXXX-71081</b>
Beginning Budget	\$571,195
Expenditures/Encumbrances (as of February 12, 2025)	(\$40,009)
TKE Engineering Consultant Agreement	(\$409,550)
<b>Budget Remaining</b>	<b>\$121,636</b>

**PREVIOUS RELATED ACTION:**

During the January 9, 2025, Vehicle Parking District Commission meeting, the commission recommended the award of a contract to TKE Engineering Incorporated for Vehicle Parking District American Disability Act (ADA) parking stall improvements for compliance consulting services for a cost not to exceed \$409,550.

**DISCUSSION:**

The “VPD – Parking Lots Rehabilitation II,” Project No. 428-2590-XXXXX-71081, aims to bring the City’s VPD parking lots into compliance with current DOJ ADA standards. Over time, changes to ADA requirements have rendered several VPD parking lots non-compliant. The award of the contract will allow for the evaluation of each lot, identify deficiencies, and design solutions to address those issues.

To ensure proper execution, a qualified civil engineering firm is needed to oversee the assessment, design, and construction bidding processes. TKE Engineering, Inc. was selected through a Request for Proposal (RFP) issued on September 26, 2024. Out of ten (10) on-call engineering firms, four downloaded the RFP, and TKE Engineering was the sole bidder. Their proposal includes the necessary professional services for evaluation, design, and bidding oversight.

At its January 2025 Meeting, the VPD Board of Parking Place Commissioners reviewed the proposal and recommended the City Council award the contract to TKE Engineering, as the funds for this project will be drawn from the VPD’s CIP project. This first phase of the project will nearly exhaust the current CIP allocation. It is anticipated that the second phase, including construction, will require additional funds, and the VPD and City Council may choose to complete

the construction in phases to accommodate the available budget. Final construction costs will be determined after the design phase is completed.

Prepared by:  
Lindsay A. McElwain, Senior Management Analyst

**ATTACHMENT(S):**  
Attachment No. 1 - Agreement - TKE