



**CITY OF POMONA
VEHICLE PARKING DISTRICT
BOARD OF PARKING PLACE COMMISSIONERS
AGENDA REPORT**

September 11, 2025

To: Vehicle Parking District Board of Parking Place Commissioners

From: Meg McWade, Public Works Director

Submitted By: Arnold Dichosa, City Engineer

SUBJECT: DISCUSS THE VEHICLE PARKING DISTRICT (VPD) ADA PROJECT UPDATES

RECOMMENDATION:

It is recommended that the Vehicle Parking District Board of Parking Place (VPD) Commissioners discuss current updates on the ADA Project.

EXECUTIVE SUMMARY:

On September 26, 2024, RFP #2024-60 Vehicle Parking District ADA Parking Stall Improvements was posted on the City's online bid hub, PlanetBids, with proposals due on October 24, 2024. One proposal was submitted by TKE Engineering, Inc., and the VPD Commission recommended awarding the contract for \$409,550 at their January 9, 2025 meeting. The contract was awarded to TKE, Engineering, Inc., for the rehabilitation and ADA compliance design by City Council on March 17, 2025.

FISCAL IMPACT:

A total of \$571,195 was budgeted in the Adopted Capital Improvement Program Budget for the Parking Lot Renovation project. To date, \$409,550 has been allocated to the evaluation and design phase of this project.

DISCUSSION:

At the August 14, 2025, VPD Commission Meeting, the Commissioners requested a status update on the ADA project. The City Engineer from Public Works and his team are in the process of finalizing the project's scope of work. Since the transition of VPD administration to Public Works, evolving circumstances (e.g., staff turnover, change of direction) have necessitated modifications to the scope originally included in the bid. It is anticipated that the finalized agreement will be executed by the end of October 2025, with design efforts commencing shortly thereafter.

Discuss the Vehicle Parking District Board of Parking Place (VPD) ADA Project Updates
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Prepared by:

Sylvia Gonzales, Management Analyst