



TMP23-0630

TITLE: Consider/Discuss/Act on a Resolution Awarding a Professional Services Contract to Hicks & Company, Environmental/Archeological Consulting for a Historic Resources Survey Update

COUNCIL GOAL: Enhance the Quality of Life in McKinney

MEETING DATE: June 6, 2023

DEPARTMENT: Planning

CONTACT: Paula Nasta, AIA, Planning Manager
Cassie Bumgarner, Planner, Historic Preservation
Lisa Littrell, Procurement Services Manager

RECOMMENDED CITY COUNCIL ACTION:

- Approval of Resolution

ITEM SUMMARY:

- This Resolution authorizes award of a contract with Hicks & Company, Environmental/Archeological Consulting to conduct a historic resources survey for the Historically Significant Area of McKinney and provide detailed documentation of the survey.

BACKGROUND INFORMATION:

- In August of 2022, staff presented an informational update to City Council on the current historic preservation programs in McKinney.
- At that time, Council expressed interest in opportunities to improve and/or expand the scope of historic preservation in the city.
- In December of 2022, staff presented information on potential opportunities, which included the possibility of a new historic resources survey
- Staff received direction from Council to move forward with several opportunities, including pursuing a new historic resources survey.
- The City issued a request for qualifications, 23-20RFQ, to solicit statements of

qualifications from experienced consultant teams who can demonstrate they have the resources, experience, and qualifications to complete a comprehensive historic resources survey for a portion of the city.

- Advertised in the McKinney Courier-Gazette
 - Posted on McKinney TV
 - 911 matching eBid Supplier Notifications, including 70 Historically Underutilized Business (HUB) suppliers
- Out of 911 supplier notifications, three (3) responses were received on March 23, 2023.
- An evaluation committee comprised of staff from the Planning Department and McKinney Performing Arts Center, reviewed and ranked the responses based on the following criteria:
 - 40 points past experience of firm and team members on comparable projects;
 - 30 points qualifications of firm and project team members;
 - 20 points project approach;
 - 5 points references;
 - 5 points submittal completeness and conformance;
 - 25 points Interview
- Based on the results of the evaluated responses, the evaluation team interviewed two finalists.
- Of the two finalists, Hicks & Company was scored by the committee as the highest-rated respondent.
- The contract amount for the full scope of services outlined in the proposal is \$184,997.85.

FINANCIAL SUMMARY:

- Funding for this project is currently budgeted in 001-1241-413-8516.

BOARD OR COMMISSION RECOMMENDATION:

- N/A

SUPPORTING MATERIALS:

[Resolution](#)