



24-1295

TITLE: Consider/Discuss/Act on a Resolution Approving Qualified Firms to Provide Miscellaneous Drainage and Floodplain Management Services, and Authorizing the City Manager to Execute Agreements for Professional Services

COUNCIL GOAL: Operational Excellence
(2A: Balance available resources to accommodate the growth and maintenance needs of the city)

MEETING DATE: March 5, 2024

DEPARTMENT: Development Services/Engineering

CONTACT: Kyle Odom, CFM, RS, Engineering Environmental Manager
Shelley Lang, P.E., Assistant Director of Engineering
Sean Fu, Buyer II

RECOMMENDED CITY COUNCIL ACTION:

- Approval of Resolution.

ITEM SUMMARY:

- This Resolution approves qualified firms to provide miscellaneous drainage and floodplain management services, and authorizes the City Manager to enter into contracts with these firms within the guidelines of City of McKinney Purchasing Policy.

BACKGROUND INFORMATION:

- The City of McKinney uses on-call professional services contracts to efficiently carry out various projects by utilizing qualified professionals with the capabilities to support the city.
- State law specifically exempts contracts for professional services from competitive bidding requirements per Texas Local Government Code § 252.022 (a)(4).
- The City of McKinney issued a request for qualifications (RFQ) for miscellaneous drainage and floodplain management services (24-12RFQ) in November 2023.

- Various city departments are anticipated to require engineering firms to perform tasks under miscellaneous drainage and floodplain management services (24-12RFQ) such as performing and/or reviewing drainage and floodplain studies, providing design of drainage improvements, and performing other miscellaneous tasks related to drainage and floodplain management.
- Twenty (20) engineering firms submitted their qualification information in response to 24-12RFQ for miscellaneous drainage and floodplain management services.
- A committee of three staff members from the Engineering department reviewed and ranked the statements of qualifications based on the following criteria:
 - Qualifications of firm and project team members
 - Past experience of firm and team members on comparable projects
 - Project approach
 - Quality control and quality assurance (QA/QC) procedures
- A 3-point score allowance was provided for respondents who completed the Local Business Presence Consideration Application and provided evidence of their firm having a principal place of business within the City of McKinney city limits.
- Staff from the evaluation committees used Bonfire software (managed by Procurement Services) to independently review each statement of qualifications and record evaluation scores for each firm.
- Upon completion of all staff member's evaluation for each RFQ, an average firm score is computed within the Bonfire software and overall rankings are provided for each firm submittal.
- Of the twenty (20) firms that submitted a statement of qualifications for miscellaneous drainage and floodplain management services (24-12RFQ), the following six (6) engineering firms were determined to be the most qualified in the selection pool:
 - Freese and Nichols, Inc.
 - Halff Associates, Inc.
 - Kimley-Horn and Associates, Inc.
 - LJA Engineering, Inc.
 - Quiddity Engineering, LLC
 - Walter P. Moore & Associates, Inc.
- When miscellaneous drainage and floodplain management services are required, a fee proposal will be selected from one of these firms listed above in

accordance with the City of McKinney Procurement Policy.

- The firms will remain pre-qualified for professional services contracts for up to three (3) years from the date of the resolution.

FINANCIAL SUMMARY:

- The individual contracts will be funded through the approved City budget.

BOARD OR COMMISSION RECOMMENDATION:

- N/A

SUPPORTING MATERIALS:

[Resolution](#)

[Scoring Summary](#)