



25-3348

TITLE: Consider/Discuss/Act on a Recommendation to City Council Approving Qualified Firms to Provide Professional Landscape Architectural Services for the Design of various Parks Projects

COUNCIL GOAL: Operational Excellence
2B: Balance Available Resources to Accommodate the Growth and Maintenance Needs of the City
Enhance the Quality of Life in McKinney
5E: Develop Sustainable Quality of Life Improvements Within the City of McKinney

MEETING DATE: November 13, 2025

DEPARTMENT: Parks & Recreation
Procurement Services

CONTACT: Amy Kinkade, Director of Parks & Recreation
Mindy Smith, Assistant Procurement Services Manager

RECOMMENDED PROS BOARD ACTION:

- Approval of the Recommendation

ITEM SUMMARY:

- Staff is recommending approval of a list of qualified firms to provide professional landscape architectural services for the design of various parks, trails and/or public right of way improvements.

BACKGROUND INFORMATION:

- The City of McKinney utilizes consultants to provide professional landscape architect services for parks design and analysis.
- The City of McKinney issued a request for qualifications (25-57RFQ) for Professional Landscape Architect Services on July 18, 2025.

- Twenty-One (21) professional landscape architect firms submitted statements of qualification in response to the RFQ.
- A committee of four (4) staff members from Parks Development reviewed and ranked the statements of qualifications based on the following criteria:
 - Qualification of Firm and Project Team Members
 - Past Experience of Firm and Team Members on Comparable Projects
 - Project Approach
 - Team Service and Innovation
- Of the twenty-one (21) firms that submitted statements of qualification, ten (10) firms were determined to be the most qualified by the evaluation committee:
 - Dunaway Associates
 - Halff Associates, Inc.
 - Huitt-Zollars, Inc.
 - Kimley-Horn and Associates, Inc.
 - LJA Engineering, Inc.
 - Parkhill, Smith and Cooper Inc.
 - Studio Outside
 - TBG Partners
 - Teague Nall and Perkins, Inc.
 - Westwood Professional Services, Inc.
- When professional landscape architect services are required for a specific project, staff members from Parks Development will interview one or more firms from this list to determine the most qualified firm for that specific project.
- A fee proposal will be negotiated with the most qualified firm in accordance with the professional services procedures provided by the approved City of McKinney Procurement Policy.
- The firms listed herein will remain pre-qualified for traffic engineering services for a period of at least five (5) years.

FINANCIAL SUMMARY:

- Funding for individual contracts will be allocated through the Parks Capital Improvement Program budget.
- Contracts for landscape architect services will be prepared and executed in accordance with the City of McKinney Procurement Policy.
- Contracts in excess of \$100,000 will be authorized by City Council.

SUPPORTING MATERIALS:

