



STAFF REPORT
City of Dripping Springs
PO Box 384
511 Mercer Street
Dripping Springs, TX 78602

Submitted By: Andrew Binz, PCS Director

Council Meeting Date: July 2, 2024

Agenda Item Wording: **Discuss and consider a recommendation to City Council to select Halff Associates to be the consultant for the Parks, Recreation & Open Space Master Plan Update, and to authorize the City Administrator to negotiate a Professional Services Agreement between the City of Dripping Springs and Halff Associates for the Master Plan Update.**

Agenda Item Sponsor: Taline Manassian

Summary/Background: The 2014 - 2024 Parks, Recreation & Open Space Master Plan was approved by City Council in March of 2015 and is due to be updated. A Request for Qualifications was advertised in February 2024 and nine firms submitted Statements of Qualifications (SOQs). All nine SOQs were scored by city staff and two firms were selected for an interview. An interview panel of city staff and a Parks & Recreation Commissioner conducted the interviews and a recommendation to negotiate a professional services agreement with Half for the procurement of the Parks, Recreation & Open Space Master Plan update was determined.

Commission Recommendations: The Parks and Recreation Commission approved the recommendation at their June 20th meeting.

Recommended Council Actions: Approve the selection Halff Associates to be the consultant for the Parks, Recreation & Open Space Master Plan Update, and to authorize the City Administer to negotiate a Professional Services Agreement between the City of Dripping Springs and Halff Associates for the Master Plan Update.

Attachments: PCS Park, Recreation & Open Space Master Plan RFQ.
Halff Associates Statement of Qualifications.

Next Steps/Schedule: Negotiate a Professional Services Agreement with Halff Associates for the Parks, Recreation & Open Space Master Plan. Bring the negotiated Professional Services Agreement between the City of Dripping Springs and Halff Associates back to City Council for approval.