



Agenda Item

Meeting Date: February 17, 2026

SUBJECT: ENTER INTO NEGOTIATIONS WITH SELECTED CONSULTANT FOR HISTORIC PRESERVATION FUND GRANT

Item: Action Item

Department: Planning and Development

Presented By: Tamaya Huff Planning Manager

Summary:

From December 5, 2025, to January 2, 2026, the Historic Resources Survey Request for Proposals (RFP) was advertised on the Georgia Procurement Registry's website.

Two consultant firms submitted proposals by January 2, 2026, which included:

- Williamson Landscape Architecture
- New South Associates

A selection committee was assembled to choose the best candidate based on their experience in historic preservation and relevant qualifications, including knowledge of the Secretary of the Interior's Standards. Per the RFP, the committee was to be composed of:

- Two (2) City of Stone Mountain Historic Preservation Commission Members
- Two (2) City of Stone Mountain Staff Members
- One (1) County Representative or Designated Alternate

Due to availability issues, the county representative or their designated alternative was not present. During its regular meeting on December 17, 2026, the Historic Preservation Commission (HPC) appointed two representatives, and two staff members served on the committee. Below is the scoring:

Consultant Firm	Scoring (Total)
WLA Studio	157
New South Associates	133

Based on the results outlined above, WLA Studio – Williamson Landscape Architecture has been chosen by the Selection Committee as the most qualified firm to conduct the Historic Preservation Fund Grant Survey. Following the evaluation of the consultants' proposals by the Selection Committee, the City may choose to engage in one or more rounds of negotiations with those

identified by the Selection Committee as falling within the competitive range. The competitive range will be determined based on clear criteria, and only consultants with highly scored proposals will be included.

Resource Impact:

Staff are requesting permission to enter negotiations with WLA Studio – Williamson Landscape and produce a contract.

Attachments/Exhibits: Scoring Sheets, WLA Studio – Williamson Landscape and New South Associates

Requested Action: Approve staff to enter negotiations with WLA Studio – Williamson Landscape Architecture.

EVALUATION CRITERIA FORM RFP 1031-25-003

RUBRIC	1	2	3	4				
	POOR	BELOW AVERAGE	ABOVE AVERAGE	EXCEPTIONAL				
PROJECT CATERGORIZATION								
CRITERIA	PROPOSAL #1		PROPOSAL #2					
	WILLIAMSON LANDSCAPE ARCHTECTURE		NEW SOUTH ASSOCIATIES					
	1	2	3	4	1	2	3	4
1	TABLE OF CONTENTS			✓		✓		
ROLES, RESPONSIBILITIES AND QUALIFCATIONS								
2	CONSULTANT EXPERIENCE (PER SECTION IV) PROJECT TEAM CONTACT(S) (1) NAMES (2) ADDRESS (3) PHONE NUMBER (4) RESUMES (5) STATEMENT OF PRIOR PRESERVATION PROJECTS				✓			✓
SCHEDULE								
3	PROPOSAL SHOULD SUBMIT A SCHEDULE THAT SHOWS HOW THE PROPOSAL WILL BE ACCOMPLISHED ACCORDING TO THE REQUIREMENTS OF THE RFP.			✓		✓		
STATEMENT OF AVAILABILITY								
4	AVAILABILITY OF PROJECT TEAM MEMBERS TO PERFORM THE WORK, AND THE ASSESSMENT OF ABILITY TO PERFORM THE WORK IN ACCORDANCE WITH THE REQUESTED SCHEDULE AND EXISTING COMMITMENTS				✓		✓	
EXISTING COMMITMENTS								
5	NUMBER OF PROJECTS CURRENTLY MANAGED BY THE CONSULTANT.				✓		✓	
CONSULTANT REQUIREMENTS								
6	SAM.GOV REGISTRATION A Unique Entity Identifier (UEI) number. The Federal Government transitioned from using the Data Universal Numbering System (DUNS) number.							
7	KNOWLEDGE OF AMERICAN ARCHITECTURAL HISTORY				✓		✓	
8	EXPERIENCE WITH HISTORIC RESOURCE RESEARCH, ARCHITECTURAL SURVEYS, AND WRITING CONTEXTS			✓				✓
9	FAMILIARITY WITH GEORGIA'S HISTORIC RESOURCES AND SURVEY PROCEDURES				✓		✓	
10	STRONG WRITING AND DIGITAL PHOTOGRAPHY SKILLS SHOULD INCLUDE: A. A LIST OF COMPLETED PROJECTS WITH DETAILS (NAME, LOCATION, NATURE OF WORK, DATES, COST, AND CONTACT INFORMATION) B. EVIDENCE OF PROFESSIONAL QUALIFICATIONS C. ORGANIZATIONAL HISTORY, INCLUDING YEARS IN BUSINESS AND RESUMES OF RELEVANT STAFF D. ESSENTIAL TRADE OR REFERENCE LISTINGS.			✓				✓

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CONSULTANT REQUIREMENTS									
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7	KNOWLEDGE OF AMERICAN ARCHITECTURAL HISTORY				4				4
8	EXPERIENCE WITH HISTORIC RESOURCE RESEARCH, ARCHITECTURAL SURVEYS, AND WRITING CONTEXTS				4				4
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STATEMENT OF AVAILABILITY												
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EXISTING COMMITMENTS												
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CONSULTANT REQUIREMENTS												
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7	KNOWLEDGE OF AMERICAN ARCHITECTURAL HISTORY							x				x
8	EXPERIENCE WITH HISTORIC RESOURCE RESEARCH, ARCHITECTURAL SURVEYS, AND WRITING CONTEXTS							x				x
9	FAMILIARITY WITH GEORGIA'S HISTORIC RESOURCES AND SURVEY PROCEDURES							x				x
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CRITERIA

WILLIAMSON LANDSCAPE ARCHITECTURE

NEW SOUTH ASSOCIATES

1

2

3

4

1

2

3

4

TABLE OF CONTENTS

ROLES, RESPONSIBILITIES AND QUALIFICATIONS

CONSULTANT EXPERIENCE (PER SECTION IV)
PROJECT TEAM CONTACT(S)
(1) NAMES
(2) ADDRESS
(3) PHONE NUMBER
(4) RESUMES
(5) STATEMENT OF PRIOR PRESERVATION PROJECTS

X

X

SCHEDULE

PROPOSAL SHOULD SUBMIT A SCHEDULE THAT SHOWS HOW THE PROPOSAL WILL BE ACCOMPLISHED ACCORDING TO THE REQUIREMENTS OF THE RFP.

X

X

STATEMENT OF AVAILABILITY

AVAILABILITY OF PROJECT TEAM MEMBERS TO PERFORM THE WORK, AND THE ASSESSMENT OF ABILITY TO PERFORM THE WORK IN ACCORDANCE WITH THE REQUESTED SCHEDULE AND EXISTING COMMITMENTS

X

X

EXISTING COMMITMENTS

NUMBER OF PROJECTS CURRENTLY MANAGED BY THE CONSULTANT.

X

X

CONSULTANT REQUIREMENTS

SAM.GOV REGISTRATION A Unique Entity Identifier (UEI) number. The Federal Government transitioned from using the Data Universal Numbering System (DUNS) number.

X

X

KNOWLEDGE OF AMERICAN ARCHITECTURAL HISTORY

X

X

EXPERIENCE WITH HISTORIC RESOURCE RESEARCH, ARCHITECTURAL SURVEYS, AND WRITING CONTEXTS

X

X

FAMILIARITY WITH GEORGIA'S HISTORIC RESOURCES AND SURVEY PROCEDURES

X

X

STRONG WRITING AND DIGITAL PHOTOGRAPHY SKILLS SHOULD INCLUDE:
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