



# COLLIN COUNTY

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## MEMO

Date: August 12, 2024

To: County Judge and Commissioners

From: Tracy Homfeld, P.E., Director of Engineering

Subject: Approval of the Scope and Fee for Halff to Update the Collin County Regional Trails Master Plan. Project Code #OI07PG113

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On April 18, 2022 (CO#2022-360-04-18) Commissioners Court deemed Halff the most qualified firm to perform the tasks associated with updating the Collin County Trails Master Plan. The attached Scope and Fee outlines the tasks. On July 11, 2024, the Parks Advisory Board voted unanimously to recommend approval to the court.

The plan update is anticipated to take up to 16 months to complete. The project will involve stakeholder and community input. In summary the project will:

- Inventory existing trail networks,
- Collect data on available constraints and corridors,
- Involve all local governments, major utility providers and transportation agencies,
- Prepare a future trail system mapping network to include a GIS component,
- Identify priorities trail projects to be used by county staff, The Parks Advisory Board and other agencies as well as Collin County citizens for purposes of planning.

A draft plan will be brought to the Court at a later date for adoption.

The total for all tasks, including direct expenses, is \$289,000.

A Budget Adjustment is needed to move funds into the new project code:

\$7,294.64 from: FI01MP-4003-400308008-809150 to OI07PG113-4003-750600044-809150

\$41,828.67 from: FI01MP-4003-400308008-809250 to OI07PG113-4003-750600044-809150

\$239,877 from: OI07OS-4016-750600044-626550 to OI07PG113-4016-750600044-809150

### **Action Requested:**

We recommend Commissioners Court Approval of Scope and Fee of \$289,000 for Halff to update the Collin County Regional Trails Master Plan and associated Budget Adjustments.