

# Memorandum of Agreement

Between

State of Alaska, Department of Natural Resources (DNR), Division of Parks & Outdoor Recreation (DPOR)  
and  
Matanuska-Susitna Borough (MSB)

---

## Beginning and Completion Dates:

Project start date – December 30, 2019

Project completion date – December 31, 2020

## Goals:

This agreement between DPOR and MSB is for the design and construction of interpretive media placed in Shem Pete Trail kiosks/on posts in Newman Park (formerly known as Willow Community Park). A detailed breakdown of tasks and fees is attached.

## Responsibilities:

### DPOR will:

- Conduct two (2) site visits (an initial planning visit and a final installation/site visit);
- Produce the Shem Pete Trails Interpretive Plan from which panel design/content can originate;
- Provide MSB's point of contact (POC) with a review schedule and opportunity to provide comments on the draft interpretive plan and design/content for panels listed below;
- Produce and install one (1) Orientation panel [dimensions are 30½" x 36½" and 1/8" thick – placed vertically/portrait within the Type A Kiosk frame];
- Produce and install one (1) Type D, larger interpretive panel [dimensions approx. 30½" x 36½" and ½" thick – mounted horizontally/landscape];
- Produce and install six (6) Type E, smaller interpretive panels with mounting plate [dimensions approx. 15"x18" up to 18"x24"]; and
- Provide a materials list and design plan sheets to MSB Capital Projects Department, PD&E Division for:
  - One Type A Orientation Kiosk,
  - One Type D Interpretive Kiosk, and
  - Six Type E Bases/Posts.

### MSB will:

- Provide funding to DPOR not to exceed \$52,191.00;
- Provide DPOR with a single POC for the project;
  - The POC will act as liaison and provide comments from the Willow Area Community Organization and MSB Community Development and Capital Projects Department to DPOR during review periods;
  - Provide DPOR with timely and relevant comments about the interpretive plan and the panels; and
  - Provide photos and site information as requested.
- Prior to DPOR's second site visit and prior to June 30, 2020, provide and install:
  - One Type A Orientation Kiosk with frame for orientation panel (panel supplied by DPOR);
  - One Type D Interpretive Kiosk with frame for interpretive panel (panel supplied by DPOR); and
  - Six Type E Bases/Posts for smaller interpretive panels (panels supplied by DPOR).

**Budget:**

| Amount      | Description   |
|-------------|---|
| \$52,191.00 | See attached proposal for detailed breakdown of tasks and fees. |

**Ownership and Maintenance:**

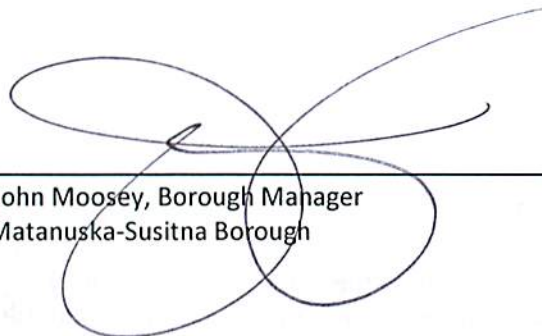
The Willow Area Community Organization (WACO) will own and maintain the improvements described in this MOA once installation is complete.

Signed: \_\_\_\_\_  
Linda Oxley, Chair  
Willow Area Community Organization (WACO)

Date: \_\_\_\_\_

Signed:  \_\_\_\_\_  
Shawna Popovici, Natural Resource Manager  
Interpretation and Education Unit  
State of Alaska, DNR, DPOR – Alaska State Parks

Date: 12/23/19

Signed:  \_\_\_\_\_  
John Moosey, Borough Manager  
Matanuska-Susitna Borough

Date: 12.24.19

**COST ESTIMATE PER TASK**

|                              |  |   |  |   |  |                        |  |
|------------------------------|--|---|--|---|--|------------------------|--|
| FIRM: Alaska State Parks D&C |  |   |  | PROJECT TITLE: Newman Park / Shem Peto Trail Interpretive Plan and Panels |  |                        |  |
| TASK NO: 1                   |  | TASK DESCRIPTION: Interpretation            |  | DATE: 8/14/2019   |  |                        |  |
| GROUP: 1                     |  | METHOD OF PAYMENT: FP                       |  | CPFF  |  | PREPARED BY: Shem Peto |  |
| SUB-TASK NO.                 |  | SUB-TASK DESCRIPTION                        |  | LABOR HOURS PER JOB CLASSIFICATION  |  |                        |  |
|                              |  |   |  |   |  |                        |  |
| 1                            |  | Initial Site Visit / Planning               |  | 8.0   |  |                        |  |
| 2                            |  | Budgeting/Communication                     |  | 8.0   |  |                        |  |
| 3                            |  | Interpretation Plan                         |  | 40.0  |  |                        |  |
| 4                            |  | Research (writing)                          |  | 16.0  |  |                        |  |
| 5                            |  | Layout Design                               |  |   |  |                        |  |
| 6                            |  | Editing and Review                          |  |   |  |                        |  |
| 7                            |  | 1 Orientation Panel                         |  |   |  |                        |  |
| 8                            |  | Research (writing)                          |  | 32.0  |  |                        |  |
| 9                            |  | Layout Design                               |  |   |  |                        |  |
| 10                           |  | Editing and Review                          |  | 12.0  |  |                        |  |
| 11                           |  | 1 Type D and 6 Type E Interpretation Panels |  |   |  |                        |  |
| 12                           |  | Research (writing)                          |  | 40.0  |  |                        |  |
| 13                           |  | Layout Design                               |  | 196.0   |  |                        |  |
| 14                           |  | Editing and Review                          |  | 95.0  |  |                        |  |
| 15                           |  | Final Site Visit / Install                  |  | 8.0   |  |                        |  |
| 16                           |  |   |  |   |  |                        |  |
| 17                           |  |   |  |   |  |                        |  |
| 18                           |  |   |  |   |  |                        |  |
| 19                           |  |   |  |   |  |                        |  |
| 20                           |  |   |  |   |  |                        |  |
| 21                           |  |   |  |   |  |                        |  |
| 22                           |  |   |  |   |  |                        |  |
| 23                           |  |   |  |   |  |                        |  |
| 24                           |  |   |  |   |  |                        |  |
| 25                           |  |   |  |   |  |                        |  |
| 26                           |  |   |  |   |  |                        |  |
| 27                           |  |   |  |   |  |                        |  |
| 28                           |  |   |  |   |  |                        |  |
| 29                           |  |   |  |   |  |                        |  |
| 30                           |  |   |  |   |  |                        |  |
| 31                           |  |   |  |   |  |                        |  |
| 32                           |  |   |  |   |  |                        |  |
| 33                           |  |   |  |   |  |                        |  |
| 34                           |  |   |  |   |  |                        |  |
| 35                           |  |   |  |   |  |                        |  |
| 36                           |  |   |  |   |  |                        |  |
| 37                           |  |   |  |   |  |                        |  |
| 38                           |  |   |  |   |  |                        |  |
| 39                           |  |   |  |   |  |                        |  |
| 40                           |  |   |  |   |  |                        |  |
| 41                           |  |   |  |   |  |                        |  |
| 42                           |  |   |  |   |  |                        |  |
| 43                           |  |   |  |   |  |                        |  |
| 44                           |  |   |  |   |  |                        |  |
| 45                           |  |   |  |   |  |                        |  |
| 46                           |  |   |  |   |  |                        |  |
| 47                           |  |   |  |   |  |                        |  |
| 48                           |  |   |  |   |  |                        |  |
| 49                           |  |   |  |   |  |                        |  |
| 50                           |  |   |  |   |  |                        |  |
| 51                           |  |   |  |   |  |                        |  |
| 52                           |  |   |  |   |  |                        |  |
| 53                           |  |   |  |   |  |                        |  |
| 54                           |  |   |  |   |  |                        |  |
| 55                           |  |   |  |   |  |                        |  |
| 56                           |  |   |  |   |  |                        |  |
| 57                           |  |   |  |   |  |                        |  |
| 58                           |  |   |  |   |  |                        |  |
| 59                           |  |   |  |   |  |                        |  |
| 60                           |  |   |  |   |  |                        |  |
| 61                           |  |   |  |   |  |                        |  |
| 62                           |  |   |  |   |  |                        |  |
| 63                           |  |   |  |   |  |                        |  |
| 64                           |  |   |  |   |  |                        |  |
| 65                           |  |   |  |   |  |                        |  |
| 66                           |  |   |  |   |  |                        |  |
| 67                           |  |   |  |   |  |                        |  |
| 68                           |  |   |  |   |  |                        |  |
| 69                           |  |   |  |   |  |                        |  |
| 70                           |  |   |  |   |  |                        |  |
| 71                           |  |   |  |   |  |                        |  |
| 72                           |  |   |  |   |  |                        |  |
| 73                           |  |   |  |   |  |                        |  |
| 74                           |  |   |  |   |  |                        |  |
| 75                           |  |   |  |   |  |                        |  |
| 76                           |  |   |  |   |  |                        |  |
| 77                           |  |   |  |   |  |                        |  |
| 78                           |  |   |  |   |  |                        |  |
| 79                           |  |   |  |   |  |                        |  |
| 80                           |  |   |  |   |  |                        |  |
| 81                           |  |   |  |   |  |                        |  |
| 82                           |  |   |  |   |  |                        |  |
| 83                           |  |   |  |   |  |                        |  |
| 84                           |  |   |  |   |  |                        |  |
| 85                           |  |   |  |   |  |                        |  |
| 86                           |  |   |  |   |  |                        |  |
| 87                           |  |   |  |   |  |                        |  |
| 88                           |  |   |  |   |  |                        |  |
| 89                           |  |   |  |   |  |                        |  |
| 90                           |  |   |  |   |  |                        |  |
| 91                           |  |   |  |   |  |                        |  |
| 92                           |  |   |  |   |  |                        |  |
| 93                           |  |   |  |   |  |                        |  |
| 94                           |  |   |  |   |  |                        |  |
| 95                           |  |   |  |   |  |                        |  |
| 96                           |  |   |  |   |  |                        |  |
| 97                           |  |   |  |   |  |                        |  |
| 98                           |  |   |  |   |  |                        |  |
| 99                           |  |   |  |   |  |                        |  |
| 100                          |  |   |  |   |  |                        |  |
| 101                          |  |   |  |   |  |                        |  |
| 102                          |  |   |  |   |  |                        |  |
| 103                          |  |   |  |   |  |                        |  |
| 104                          |  |   |  |   |  |                        |  |
| 105                          |  |   |  |   |  |                        |  |
| 106                          |  |   |  |   |  |                        |  |
| 107                          |  |   |  |   |  |                        |  |
| 108                          |  |   |  |   |  |                        |  |
| 109                          |  |   |  |   |  |                        |  |
| 110                          |  |   |  |   |  |                        |  |
| 111                          |  |   |  |   |  |                        |  |
| 112                          |  |   |  |   |  |                        |  |
| 113                          |  |   |  |   |  |                        |  |
| 114                          |  |   |  |   |  |                        |  |
| 115                          |  |   |  |   |  |                        |  |
| 116                          |  |   |  |   |  |                        |  |
| 117                          |  |   |  |   |  |                        |  |
| 118                          |  |   |  |   |  |                        |  |
| 119                          |  |   |  |   |  |                        |  |
| 120                          |  |   |  |   |  |                        |  |
| 121                          |  |   |  |   |  |                        |  |
| 122                          |  |   |  |   |  |                        |  |
| 123                          |  |   |  |   |  |                        |  |
| 124                          |  |   |  |   |  |                        |  |
| 125                          |  |   |  |   |  |                        |  |
| 126                          |  |   |  |   |  |                        |  |
| 127                          |  |   |  |   |  |                        |  |
| 128                          |  |   |  |   |  |                        |  |
| 129                          |  |   |  |   |  |                        |  |
| 130                          |  |   |  |   |  |                        |  |
| 131                          |  |   |  |   |  |                        |  |
| 132                          |  |   |  |   |  |                        |  |
| 133                          |  |   |  |   |  |                        |  |
| 134                          |  |   |  |   |  |                        |  |
| 135                          |  |   |  |   |  |                        |  |
| 136                          |  |   |  |   |  |                        |  |
| 137                          |  |   |  |   |  |                        |  |
| 138                          |  |   |  |   |  |                        |  |
| 139                          |  |   |  |   |  |                        |  |
| 140                          |  |   |  |   |  |                        |  |
| 141                          |  |   |  |   |  |                        |  |
| 142                          |  |   |  |   |  |                        |  |
| 143                          |  |   |  |   |  |                        |  |
| 144                          |  |   |  |   |  |                        |  |
| 145                          |  |   |  |   |  |                        |  |
| 146                          |  |   |  |   |  |                        |  |
| 147                          |  |   |  |   |  |                        |  |
| 148                          |  |   |  |   |  |                        |  |
| 149                          |  |   |  |   |  |                        |  |
| 150                          |  |   |  |   |  |                        |  |
| 151                          |  |   |  |   |  |                        |  |
| 152                          |  |   |  |   |  |                        |  |
| 153                          |  |   |  |   |  |                        |  |
| 154                          |  |   |  |   |  |                        |  |
| 155                          |  |   |  |   |  |                        |  |
| 156                          |  |   |  |   |  |                        |  |
| 157                          |  |   |  |   |  |                        |  |
| 158                          |  |   |  |   |  |                        |  |
| 159                          |  |   |  |   |  |                        |  |
| 160                          |  |   |  |   |  |                        |  |
| 161                          |  |   |  |   |  |                        |  |
| 162                          |  |   |  |   |  |                        |  |
| 163                          |  |   |  |   |  |                        |  |
| 164                          |  |   |  |   |  |                        |  |
| 165                          |  |   |  |   |  |                        |  |
| 166                          |  |   |  |   |  |                        |  |
| 167                          |  |   |  |   |  |                        |  |
| 168                          |  |   |  |   |  |                        |  |
| 169                          |  |   |  |   |  |                        |  |
| 170                          |  |   |  |   |  |                        |  |
| 171                          |  |   |  |   |  |                        |  |
| 172                          |  |   |  |   |  |                        |  |
| 173                          |  |   |  |   |  |                        |  |
| 174                          |  |   |  |   |  |                        |  |
| 175                          |  |   |  |   |  |                        |  |
| 176                          |  |   |  |   |  |                        |  |
| 177                          |  |   |  |   |  |                        |  |
| 178                          |  |   |  |   |  |                        |  |
| 179                          |  |   |  |   |  |                        |  |
| 180                          |  |   |  |   |  |                        |  |
| 181                          |  |   |  |   |  |                        |  |
| 182                          |  |   |  |   |  |                        |  |
| 183                          |  |   |  |   |  |                        |  |
| 184                          |  |   |  |   |  |                        |  |
| 185                          |  |   |  |   |  |                        |  |
| 186                          |  |   |  |   |  |                        |  |
| 187                          |  |   |  |   |  |                        |  |
| 188                          |  |   |  |   |  |                        |  |
| 189                          |  |   |  |   |  |                        |  |
| 190                          |  |   |  |   |  |                        |  |
| 191                          |  |   |  |   |  |                        |  |
| 192                          |  |   |  |   |  |                        |  |
| 193                          |  |   |  |   |  |                        |  |
| 194                          |  |   |  |   |  |                        |  |
| 195                          |  |   |  |   |  |                        |  |
| 196                          |  |   |  |   |  |                        |  |
| 197                          |  |   |  |   |  |                        |  |
| 198                          |  |   |  |   |  |                        |  |
| 199                          |  |   |  |   |  |                        |  |
| 200                          |  |   |  |   |  |                        |  |
| 201                          |  |   |  |   |  |                        |  |
| 202                          |  |   |  |   |  |                        |  |
| 203                          |  |   |  |   |  |                        |  |
| 204                          |  |   |  |   |  |                        |  |
| 205                          |  |   |  |   |  |                        |  |
| 206                          |  |   |  |   |  |                        |  |
| 207                          |  |   |  |   |  |                        |  |
| 208                          |  |   |  |   |  |                        |  |
| 209                          |  |   |  |   |  |                        |  |
| 210                          |  |   |  |   |  |                        |  |
| 211                          |  |   |  |   |  |                        |  |
| 212                          |  |   |  |   |  |                        |  |
| 213                          |  |   |  |   |  |                        |  |
| 214                          |  |   |  |   |  |                        |  |
| 215                          |  |   |  |   |  |                        |  |
| 216                          |  |   |  |   |  |                        |  |
| 217                          |  |   |  |   |  |                        |  |
| 218                          |  |   |  |   |  |                        |  |
| 219                          |  |   |  |   |  |                        |  |
| 220                          |  |   |  |   |  |                        |  |
| 221                          |  |   |  |   |  |                        |  |
| 222                          |  |   |  |   |  |                        |  |
| 223                          |  |   |  |   |  |                        |  |
| 224                          |  |   |  |   |  |                        |  |
| 225                          |  |   |  |   |  |                        |  |
| 226                          |  |   |  |   |  |                        |  |
| 227                          |  |   |  |   |  |                        |  |
| 228                          |  |   |  |   |  |                        |  |
| 229                          |  |   |  |   |  |                        |  |
| 230                          |  |   |  |   |  |                        |  |
| 231                          |  |   |  |   |  |                        |  |
| 232                          |  |   |  |   |  |                        |  |
| 233                          |  |   |  |   |  |                        |  |
| 234                          |  |   |  |   |  |                        |  |
| 235                          |  |   |  |   |  |                        |  |
| 236                          |  |   |  |   |  |                        |  |
| 237                          |  |   |  |   |  |                        |  |
| 238                          |  |   |  |   |  |                        |  |
| 239                          |  |   |  |   |  |                        |  |
| 240                          |  |   |  |   |  |                        |  |
| 241                          |  |   |  |   |  |                        |  |
| 242                          |  |   |  |   |  |                        |  |
| 243                          |  |   |  |   |  |                        |  |
| 244                          |  |   |  |   |  |                        |  |
| 245                          |  |   |  |   |  |                        |  |
| 246                          |  |   |  |   |  |                        |  |
| 247                          |  |   |  |   |  |                        |  |
| 248                          |  |   |  |   |  |                        |  |
| 249                          |  |   |  |   |  |                        |  |
| 250                          |  |   |  |   |  |                        |  |
| 251                          |  |   |  |   |  |                        |  |
| 252                          |  |   |  |   |  |                        |  |
| 253                          |  |   |  |   |  |                        |  |
| 254                          |  |   |  |   |  |                        |  |
| 255                          |  |   |  |   |  |                        |  |
| 256                          |  |   |  |   |  |                        |  |
| 257                          |  |   |  |   |  |                        |  |
| 258                          |  |   |  |   |  |                        |  |
| 259                          |  |   |  |   |  |                        |  |
| 260                          |  |   |  |   |  |                        |  |
| 261                          |  |   |  |   |  |                        |  |
| 262                          |  |   |  |   |  |                        |  |
| 263                          |  |   |  |   |  |                        |  |
| 264                          |  |   |  |   |  |                        |  |
| 265                          |  |   |  |   |  |                        |  |
| 266                          |  |   |  |   |  |                        |  |
| 267                          |  |   |  |   |  |                        |  |
| 268                          |  |   |  |   |  |                        |  |
| 269                          |  |   |  |   |  |                        |  |
| 270                          |  |   |  |   |  |                        |  |
| 271                          |  |   |  |   |  |                        |  |
| 272                          |  |   |  |   |  |                        |  |
| 273                          |  |   |  |   |  |                        |  |
| 274                          |  |   |  |   |  |                        |  |
| 275                          |  |   |  |   |  |                        |  |
| 276                          |  |   |  |   |  |                        |  |
| 277                          |  |   |  |   |  |                        |  |
| 278                          |  |   |  |   |  |                        |  |
| 279                          |  |   |  |   |  |                        |  |
| 280                          |  |   |  |   |  |                        |  |