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:
 - o One Type A Orientation Kiosk,
 - o 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:
 - o One Type A Orientation Kiosk with frame for orientation panel (panel supplied by DPOR);
 - o One Type D Interpretive Kiosk with frame for interpretive panel (panel supplied by DPOR); and
 - o 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.

Linda Oxley, Chair Willow Area Community Organization (WACO)	
Willow Area Community Organization (WACO)	
Willow Filed Community Organization (Wrico)	
Signed: Date:	-99
Shawna Popovici, Natural Resource Manager Interpretation and Education Unit	
State of Alaska, DNR, DPOR – Alaska State Parks	
Signed: Date: 12.24.19	
Signed: Date: Date: Date:	- 2
Matanuska-Susitna Borough	

COST ESTIMATE PER TASK

FIRM	FIRM: Alaska Stato Parks	Parks D&C			PROJEC	PROJECT TITLE:	Newman Park / Shem Pete Trail interpretive Plan and Panels	/ Shem Peto	Trail Interpret	Ive Plan and F	Panels		
TASK NO:	: Interp	TASK DES	ASK DESCRIPTION:	Interpretation							١	DATE	8/14/2019
GROUP:	-	METHOD OF PAYMENT:	PAYMENT:	FP	FPPE	T&E	CPFF		PREPA	PREPARED BY:	Shawna Popovici	ā	
SUB-						LABOR HOU	LABOR HOURS PER JOB CLASSIFICATION	LASSIFICATI	ĕ				
TASK NO.		SUB-TASK DESCRIPTION	Interp Manager	Graphic Dosigner	Content Witter								
-	Initial Site Visit / Planning	t / Planning	9.0		8.0								
2	Budgeling/Communi	mmunication	8.0										
	Interpretation Plan	Plan											
၉	Research (writing	writing)	8.0		40.0								
4	Layout Design	lgn			16.0								
S	Editing and Revi	Review	8.0										
	1 Orientation Panel	anel											
•	Research (writing	writing)			32.0								
,	Layout Design	ign		32.0									
80	Editing and Revi	Review	12.0										
	1 Type D and	6 Type E Intorp	1 Type D and 6 Type E Interpretation Panels	-									
6	Research (writing	writing)			40.0								
10	Layout Design	<u>s</u>		198.0									
=	Editing and Roviow	Roviow	95.0										İ
12	Final Site Visit / Insta	/ Install	8.0		80								
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TOTAL LABOR HOURS	OR HOURS		147.0	228.0	144.0	0	0	٥	٥	۰	۰	ŀ	•
· LABOR RATES (\$MR)	VTES (\$/HR)		\$91.00	\$94.00	\$78.00								1
LABOR COSTS (\$)	3TS (\$)		\$13,377.00	\$21,432.00	\$11,232.00	\$0.00	\$0.00	\$0.00	00.0\$	\$0.00	800	\$0.00	80.08
			EXPENSES					COMMEN	TS. Chandelle				
SUB-TASK NO.		ITEM(S)	(S)		QUANTITY	UNIT PRICE	TOTAL	for planning an	d Installation. T	he manager dev	for planning and installation. The monager develops budgets and manages the funding as well as a locar minimal for the monager develops budgets and manages the funding as well as coordinates all comminification for the monager.	name and end of the properties the	funding as
-	trittal travel for 2 peo	2 people (gas, travel)	travel)		-	\$100.00	\$100.00	research, writh	ng, and layout ft	or the plan and o	research, writing, and layout for the plan and each panel. A graphic designer will searching	phic designer w	ill searching
7	Fabrication and Shipping	d Shipping			8	\$550.00	\$4,400.00	for images, cre period, the ma	ate artwork, and nazer makes ed	d designing a dr Ting decisions a	for images, create artwork, and designing a draft layout for each panel. During a review period, the manazer makes editing decisions and further communication with means in	sh panel. During numbership with	a review
e	Mounting Posts and	s and Shipping			9	\$250.00	\$1,500.00	the topic. The	manager will ab	so finalize all wn	the topic. The manager will also finalize all writing and editing for every panel. The	for every panel	The The
4	Final travel for	Installation 2 p	Final travel for Installation 2 people (gas, travel)	/el)	-	\$100.00	\$100.00	remainder of the	he cost goes to	travel costs, fabi	remainder of the cost goos to travel costs, fabrication and shipping, and supplies needed for the project.	ping, and suppli	papaeu sa
2	Supplies				-	\$50.00	\$50.00						
							\$0.00	FIRM'S TOTA	L COST OF L	FIRM'S TOTAL COST OF LABOR (or Fixed Price):	ed Price):		\$46,041
							\$0.00	if CPFF, Tot	IF CPFF, TOTAL INDIRECT COST	COST		0.00%	8
					TOTAL	TOTAL EXPENSES:	\$6,150	FIRM'S TOTAL EXPENSES	L EXPENSES				\$6,150
	l	ONTRACTORS	SUB-CONTRACTORS: Firm Initials and Price Per Task	and Price Pe	r Task		_	FIRM'S TOTA	L COST (no S	FIRM'S TOTAL COST (no Subcontracts or Fee)	x Foe)		\$62.191
FIRM:													
AMOUNT:								TOTAL SUBC	TOTAL SUBCONTRACTOR PRICES:	PRICES:			\$
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* Labor Raies shall be direct labor (baso pay) only if Mothod or Payment is CPFF; otherwise, Labor Raies shall be total raies (i.e. base pay + benefits + overhead + profit.)