

RESOLUTION 2023 – 124

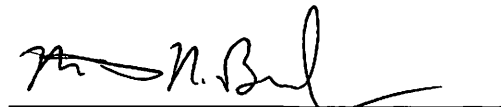
**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF
MOUNT ARLINGTON, COUNTY OF MORRIS, STATE OF NEW JERSEY,
AUTHORIZING A RESERVE FOR PRELIMINARY EXPENSES FOR
PROFESSIONAL LANDSCAPE ARCHITECTURAL SERVICES**

WHEREAS, the Borough of Mount Arlington has received a proposal for professional services from John Morgan Thomas Landscape Architects, P.C; and

WHEREAS, the proposal is for professional landscape architectural services for the Memorial Park and Borough Beach Park Master Plan, a copy of which is attached to this resolution and incorporated herein.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Mount Arlington, County of Morris, State of New Jersey, that the amount of \$19,220.00 from the Capital Improvement Fund be utilized to set up a Reserve for expenses for the professional landscape architectural services for Memorial Park and Borough Beach Park Master Plan.

I HEREBY CERTIFY this to be a true and correct Resolution of the Mayor and Council of the Borough of Mount Arlington and adopted on July 11, 2023.


Matthew N. Bansch, Borough Clerk

OWNER/CONSULTANT AGREEMENT FOR LANDSCAPE ARCHITECTURAL SERVICES

JOHN MORGAN THOMAS
LANDSCAPE ARCHITECTS, P.C.

Date 7/14/23

Client Borough of Mount Arlington
Attn: Carolyn Rinaldi, Borough
Administrator/CFO/QPA

Address

419 Howard Boulevard
Mount Arlington, NJ 07856

Telephone 973-398-6832 x116

Email: crinaldi@mtarlingtonboro.com

Project Tanglewild and Beach Park

Master Plan

Project # 22-842-01

Understanding of the project.

It is our understanding that the Borough of Mt Arlington wishes to develop a unified park master plan for two adjoining parcels: the Memorial Park or "Tanglewild" parcel of approximately 6.5 acres; and the Mt. Arlington Public Beach property of approximately 2.5 acres. The Tanglewild parcel includes an existing Memorial, small pond and gazebo, and is primarily wooded. A small stream extends the length of the property. Historic plans of the property indicate past construction of several trails. The Beach parcel includes the municipal beach and dock, the boroughs only public access to Lake Hopatcong, as well as parking, volleyball and bocce courts and other park amenities. It is separated from Tanglewild by Windmere Avenue. In general, the Master Plan would provide an overarching design concept for the two parcels, to visual and physically connect the adjoining park spaces, and to guide the development of park improvements and amenities in the future.

Scope of Services

Task 1 - Pre-design/Inventory

- Prepare existing features plan of project area suitable for development of schematic plans Plan will be based upon best available information including Morris County GIS, aerial photography and field observation. Existing features plan suitable for development of schematic plan only. Topographic, location and boundary survey will be required for preparation of construction documents.
- Conduct photographic survey and field check of existing conditions.
- Collect information on past proposals for park development
- Review park programming with Borough staff and officials

Meetings

1. Meeting to gather data and review program with Borough officials

Deliverables

1. Existing features plan for use in preparation of schematics
2. Summary report outlining preliminary program and findings of inventory

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Fee: \$ 3,500

Task 2 - Schematic Design. (Master Plan)

Develop a Park Master Plan for Tanglewild and Beach Park to include, but not be limited to:

- Evaluate the condition of existing vegetation and make recommendations for preservation and removal.
- Incorporate existing historic structures, particularly those which were include in the original trail design. Identify historic structures for potential interpretive opportunities.
- Review pedestrian connections to between the Beach property and Tanglewood Park
- Review possible pedestrian and other connections to other Borough lands
- Review existing and proposed designs for the memorial and pond area. and develop a cohesive site design integrating existing elements where feasible.
- Develop and overall design vocabulary for the Beach and Tanglewild areas to reflect the historic character of the community and create a unifying element to enhance the identity of the park and open space system
- Proposed trails should accommodate a variety of users.

Meetings

1. Meeting to review Master Plan alternatives with Borough staff and officials.
2. Public meeting to review and present Master Plan

Deliverables

1. Preliminary schematic master plan alternatives.
2. Preliminary construction budget
3. Final schematic Master plan and illustrative sketches.

Fee: \$ 15,720

Other Conditions

1. This estimate has been based upon our best understanding of the project scope and program. Should the interpretation for the scope be inaccurate or the scope of the project changes during the preliminary planning phase, we reserve the right to renegotiate the fee as appropriate.
2. Hourly billing shall be subject to an annual increase of 2.5% per annum starting one year after the contract date.
3. Not Included:
 - Survey prepared by a licensed professional surveyor
 - Detailed 3d renderings of the park site and facilities
 - Geotechnical , wetland or environmental studies

Schedule

- Work will commence within 6 weeks of receipt of signed contract.

Compensation:

Landscape architectural services shall be performed for a fixed fee in accordance with the following schedule. Invoicing shall be based on percentage complete by task.

Task 1 - Pre-Design	\$ 3,500
Task 2 - Schematic Design	\$ 15,720

Total Fee	\$ 19,220
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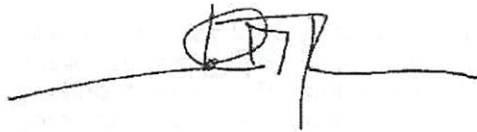
Reimbursable

Reimbursable expenses will be billed in accordance with the attached fee schedule. The cost of reimbursable expenses shall not exceed \$750, without prior authorization.


Fee schedule shall remain in effect through December 31, 2023.

Invoices are submitted monthly and are due within 15 days. A service charge of 1.5% per month will be added to invoices remaining unpaid after 30 days. In any action brought to enforce or to collect agreed fees under this contract, the Landscape Architect shall be entitled to collect all costs and expenses incurred in connection with such action including, (without limitation) reasonable attorney fees.

Accepted: JOHN MORGAN THOMAS LANDSCAPE ARCHITECT



7/14/23
Date


Client Signature

7/14/23
Date

2023 FEE SCHEDULE LANDSCAPE ARCHITECTURAL SERVICES

JOHN MORGAN THOMAS
LANDSCAPE ARCHITECTS, P.C.

Professional Fees:

Principal	- \$185.00 per hour
Project Manager	- \$ 100.00 per hour
Designer/Draftsperson	- \$ 85.00 per hour
Clerical	- \$ 55.00 per hour

Reimbursable expenses:

The following reimbursable expenses will be billed at cost plus 15%: Plotting, scanning and other reprographic services and supplies, copies, automobile mileage, special postage and handling, travel expenses for out of town or overnight travel, and fees for securing approvals. In addition the following items will be billed at cost plus 15% as authorized by client: fees for consultants retained by the Landscape Architect; purchase of special plant material and accessories; artists renderings and physical or digital 3D models.

Travel time will be billed in one direction only.

Invoicing:

Invoices are submitted monthly and are due within 15 days. A service charge of 1.5% per month will be added to invoices remaining unpaid after 30 days. In any action brought to enforce or to collect agreed fees under this contract, the Landscape Architect shall be entitled to collect all costs and expenses incurred in connection with such action including, (without limitation), reasonable attorney fees.