

**RESOLUTION AWARDING CONTRACT TO MKW &  
ASSOCIATES, LLC FOR PROFESSIONAL CONSULTING DESIGN  
SERVICES FOR PHASE II OF THE GARRET MOUNTAIN  
RESERVATION IMPROVEMENTS PROJECT IN THE CITY OF  
PATERSON, NEW JERSEY**

**WHEREAS** there exists a need for Professional Consulting Design Services as it concerns Phase II of the Garret Mountain Reservation Improvements Project in the City of Paterson, New Jersey; and

**WHEREAS** MKW & Associates, LLC of Rutherford, New Jersey has submitted a proposal dated June 11, 2019 for the necessary consulting services to be provided for a total fee of \$220,170.00, which includes \$199,670.00 for design fees (Tasks 1 thru 5 in proposal) and \$20,500.00 for construction management fees (Task 6 in proposal);

**WHEREAS** as the Passaic County Engineer, in a letter to the Board dated June 13, 2019 (see copy of letter and proposal attached hereto and made part hereof); recommends award for design services only in the amount of \$199,670.00 (tasks 1 through 5 in proposal); and

**WHEREAS** the aforesaid proposal was reviewed and discussed by the Public Works and Buildings & Grounds Committee meeting of June 12, 2019 and award for design services only was recommended to the full Board for approval; and

**WHEREAS** the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq., requires that the resolution authorizing the award of contract for “Professional Services” without competitive bids and the contracts itself must be available for public inspection; and

**WHEREAS** said MKW & Associates, LLC has been qualified as a pool professional engineer/architect in a “Fair and Open”

procedure pursuant to the resolution of the Board of Chosen Freeholders of the County of Passaic, R-2019-0026, dated January 22, 2019 as set forth in Pay to Play Law N.J.S.A. 19:44A-20.4 et seq.; and

**WHEREAS** a certification is attached which indicates that funds are available for the within contemplated expenditure.

**NOW THEREFORE BE IT RESOLVED** by the Board of Chosen Freeholders of the County of Passaic that the Professional Consulting Design Services for Phase II of the above-mentioned project be awarded to MKW & Associates, LLC, for design services only, in accordance with the terms and conditions set forth above.

**BE IT FURTHER RESOLVED** that the Director, Clerk of the Board and County Counsel are hereby authorized to execute the necessary contract on behalf of the County of Passaic; and

**BE IT FURTHER RESOLVED** that this contract is awarded without competitive bidding as a “Professional Services” contract in accordance with N.J.S.A. 40A: 11-5(1)(a) of the Local Public Contracts Law because:

- (1) The consulting firm is authorized and regulated by the law to provide the aforementioned services;
- (2) The performance of the services are special in nature and require knowledge of an advanced type training, which said consulting firm possesses; and

**BE IT FURTHER RESOLVED** that a Notice of this action be published in the NORTH JERSEY HERALD & NEWS.

June 25, 2019

CERTIFICATION OF AVAILABLE FUNDS

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

AMOUNT: \$199,670.00

APPROPRIATION: O-19-56-615-000-603

PURPOSE: Resolution awarding contract to MKW & Associates, LLC for Professional Consulting Design Services.

  
Richard Cahill, Chief Financial Officer

DATED: June 25, 2019

RC:fr



# County of Passaic

Administration Building  
401 Grand Street • Paterson, New Jersey 07505

OFFICE OF THE COUNTY ENGINEER  
ROOM 524

Jonathan C. Pera, P.E.  
County Engineer

June 13, 2019

TEL: (973) 881-4456  
FAX: (973) 742-3936  
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Board of Chosen Freeholders  
Passaic County Administration Building  
401 Grand Street  
Paterson, New Jersey 07505

PROJECT: Garret Mountain Reservation Improvements – Phase II  
City of Paterson, Passaic County  
**AWARD OF CONSULTING DESIGN SERVICES**

Dear Members of the Board:

The County of Passaic requested a proposal for Consulting Professional Services for the design of the Garret Mountain Reservation Improvements – Phase II project in the City of Paterson. The scope of services to be provided includes the design and preparation of the construction contract documents for various park improvements in the vicinity of the Auto Overlook area, including the following: improvements to pedestrian access; repairs to existing walls; installation of an amphitheater, fitness area, sun shelter, inclusive playground; landscaping and tree planting; ADA accessibility improvements; and other related park improvements.

One proposal was requested and received from MKW & Associates, LLC, of Rutherford, New Jersey in the amount of \$220,170.00. The total fee includes \$199,670.00 for design fees (identified as Tasks 1 through 5 in the proposal) and \$20,500.00 for construction management fees (identified as Task 6 in the proposal).

This matter was discussed by the Public Works Committee on June 12, 2019 and an award of contract to MKW & Associates, LLC for design services only (Tasks 1 through 5 in the proposal) is recommended to the full Board.

Based upon the above, this Office recommends that the Board of Chosen Freeholders adopt a Resolution awarding a contract to MKW & Associates, LLC, in the amount of \$199,670.00 for the design of the Garret Mountain Reservation Improvements – Phase II project in the City of Paterson, subject to the availability of funds.

Very truly yours,

A handwritten signature in black ink, appearing to read "Jonathan Pera".

Jonathan Pera, P.E.  
County Engineer

/nam

cc: Chair, Public Works and Buildings & Grounds Committee  
County Administrator  
County Counsel  
Director of Finance

# GARRETT MOUNTAIN RESERVATION PHASE II IMPROVEMENT PROJECT



Prepared for:

STATE OF  
NEW JERSEY

Prepared by:  
MKW + Associates, LLC  
June 11, 2019

John P. Williams  
Principal in Charge

# MKW



□ 39 Park Avenue  
Rutherford, NJ 07070  
Tel 201.933.7809  
Fax 201.933.8702

June 11, 2019

□ 112 West 34<sup>th</sup> Street  
New York, NY 10120  
Tel 212-946-2895  
Fax 212-946-2808

Mr. Matthew P. Jordan, Esq.  
Deputy County Administrator  
County of Passaic  
401 Grand Street, Room 205  
Paterson, NJ 07505-2023

Re: Proposal to Provide Professional Services for the Garret Mountain Reservation  
Phase II Improvement Project

Dear Matthew:

MKW + ASSOCIATES, LLC. is pleased to submit our proposal for professional services for the design of the Auto Overlook and adjacent open space areas within Garret Mountain Reservation. As you know our firm has extensive expertise in the planning and design of public parks in the New Jersey/New York metropolitan area, and a long history of collaboration with community boards, public outreach, and public agencies.

MKW + Associates also has significant experience in Passaic County, including most recently the redesign of Dundee Island Park in Passaic, NJ; the master plan and schematic design for Lambert Castle in West Paterson; numerous projects including athletic fields at William Paterson College in Wayne, NJ; planning and design at Goffle Brook Park in Hawthorne, NJ; and design work at Waywayanda State Park in Hewitt, NJ.

Our firm has more than 50 years of experience in managing complex, multi-disciplinary projects. The MKW + Associates design team offers landscape architecture, architecture, civil, geotechnical, structural and MEP engineering, permitting, and surveying and base mapping. As lead consultant, MKW will provide overall project management, coordination, and landscape architectural planning and design.

We will be joined in this effort by the following subconsultants, with whom we have longstanding relationships, to help us to address all aspects of the project.

*Neglia Engineering Associates— Civil, Geotechnical & Structural Engineering  
Survey & Environmental Services, Permitting*

*Wesler-Cohen Associates— Electrical Engineering*

The following pages elaborate on our team qualifications, our project approach, our relevant experience, and our fee proposal.

We are very excited about the opportunity to work again with the County of Passaic and community stakeholders on this very special project. Thank you for your consideration of the MKW team, and we look forward to presenting our firm to you in person.

Very truly yours,

MKW + ASSOCIATES, LLC.

A handwritten signature in black ink, appearing to read "John P. Williams", is written over a horizontal line. The signature is stylized and cursive.

John P. Williams, ASLA  
Principal

JPW:jw

## PROJECT APPROACH

### **GENERAL:**

The goal of this project is to provide new recreational amenities and improvements to the Auto Overlook project area that are sensitively incorporated into the original Olmsted design for the park. The improvements are intended to take advantage of the spectacular view and dramatic topography to develop a unique and beautiful public open space for the County of Passaic.

Our design for the Auto Overlook project area will include the elements described in the RFP including:

- A. Improved access and circulation that successfully integrates vehicular and pedestrian connections between new and improved park features within the project area, and including Benson Drive and nearby trail connections
  - \* New paths with a range of challenge levels between the parking area and the higher open space area to the south, including ADA access
  - \* Resurfacing and resetting of existing paths and curbing within the project area
  - \* Rehabilitation of existing parking lot and drives
- B. Improvements and/or new features that enhance the scenic overlook
  - \* A stone amphitheater set into the slope near the parking area
  - \* Repair of eroded slopes between the yellow trail trailhead and the winding stone wall
- C. Restoration of existing park features, subject to structural analysis but not limited to:
  - \* Graffiti removal, resetting, and repointing of winding stone wall;
  - \* Resetting large boulders
  - \* Cleaning of Benson Monument
- D. A new fitness area
  - \* Equipment to challenge a range of abilities
  - \* Circuit training, distance markers along paths
  - \* Open space for outdoor classes
- E. A new shelter for warming and concessions  
[Possible future project]
- F. A new playground
  - \* Exciting opportunity to integrate topography into a multi-level play equipment
  - \* Slides built into steep slopes
  - \* Assess opportunities for limited zip lines
- G. Landscape and Tree Planting
  - \* Utilize native plants to restore and expand bird habitats
- H. Rain Gardens and Green infrastructure elements
  - \* Contingent on soil conditions; exposed bedrock and thin soils may limit the site's ability to support green infrastructure
- I. Sun shelters
  - \* Will utilize County standard structure and focus on strategically locating them within the project area to take advantage of views and/or proximity to recreational amenities



- J. Bird-watching amenities in support of the Reservation's status as an Audubon Important Bird Area
  - \* This might include bird-blinds, viewing platforms, interpretive signage of local and migrating birds; also, native plantings mentioned above to provide habitat
- K. ADA improvements for increased accessibility
  - \* ADA requirements are the baseline for providing access to park amenities; will also review universal design standards for enhanced accessibility
- L. Monuments and other historic elements to highlight the history of Passaic County and Garret Mountain Reservation
  - \* Site Markers, commemorative art and/or interpretive signage
- M. Other Features
  - \* Improvements to existing water supply service to two comfort stations that are currently fed by Passaic Valley Water Connection (PVWC)
  - \* Corrections to water pressure or volume to make toilet facilities fully functional at the two comfort stations
  - \* Increased water supply capacity to meet future demand

Public outreach and involvement of community stakeholders is a critical component of the Auto Overlook design process. We will work with the County of Passaic to schedule a series of public meetings/ presentations. We will use these opportunities to familiarize ourselves with the community's needs and desires, and then to fully illustrate and present how we translate those needs and desires into a final design. We are skilled at guiding major projects through a public participatory review process, where helping community residents visualize the positive potential represented by the proposed design. From the smallest to the largest projects, we respect the community as an important participant.

We will prepare a regular schedule of meetings with a core group of stakeholders designated by the County that outline the timeline for the design process and include a timetable for review by the various governmental agencies that provide oversight. The combination of core client group and dedicated design team management will ensure adherence to schedule and budget.

## **DETAILED SCOPE OF CONSULTANT SERVICES**

### **Task 1 Site Inspection:**

The design team will review and become thoroughly familiar with all existing data concerning the project, including all record drawings, building plans, surveys, previous contract documents, utility plans, studies, and program documents previously prepared.

Analysis of Existing Water Supply: The design team will investigate the existing water supply service from the connection to the PVWC main on Mountain Avenue to the two existing comfort stations within the reservation that are currently fed by PVWC. The goal is to determine:

- 1- Whether all or part of the piping needs to be replaced,
- 2- To provide a solution that enables all the toilets in the two comfort stations to function under high demand

- 3- To enable additional capacity for future winter park uses including an additional warming shelter/rest rooms.

Structural Analysis of the existing stone wall: The design team will inspect the existing stone wall at the Auto Outlook and provide a letter of report with photographs and recommendations for structural repairs if deemed necessary.

**Task 2 Field Survey:**

To ensure an accurate record of existing conditions, and to provide a new base for all contract documents, the design team will prepare a new topographic and utility survey for the project. Engineers will develop Topographic and Utility mapping of the complete project area. All above-ground and visible physical features will be located along with sufficient elevations to develop one-foot contours of the site. Trees over 6" in diameter within the project area will be located. Inverts of storm and sanitary manholes will be gotten where possible. Elevations will be taken along the top of the concrete bulkhead. Existing City maps, County maps, and Corps of Engineers maps will be reviewed for the park area.

In addition to the existing data research and new survey, a careful and sensitive review of site conditions will be performed. Among the factors to be reviewed will be vegetation, topography, hydrology, soils, erosion, existing structures and their conditions, bulkheads, vehicular and pedestrian circulation, parking, views, special characteristics, surrounding land uses, wind and sun exposures, microclimatic situations, etc. Storm drainage patterns and systems will be reviewed as well.

**Task 3 Permits:**

Permits that are required to complete the project shall be identified as part of the initial site investigation. It is anticipated that a Soil Erosion Control permit will be necessary, and possibly tree removal permits. It is not anticipated at this time that environmental permitting or mitigation will be required within the project area.

**Task 4 Cost Estimate:**

Current working estimates/cost analyses will be prepared at the conclusion of each phase of the project including Conceptual, Schematic and during the Contract Documents stages of the process. Particular concern is given to the budget in the development of the Design concept, and a final Engineer's Estimate will be provided at the conclusion of Contract Documents. This process will ensure that the proposed design is within the budget constraints identified by the County.

**Task 4 Concept and Schematic Design:**

Conceptual Design will be based on the review of existing data and record drawings, site investigation and analysis, and the development of a well detailed program. Programming is the process by which criteria are developed for the design of the site, environment and buildings. A strong designer-client relationship is invaluable in the development of a good program and the ultimate facility. Conceptual designs will be developed to test program assumptions and further refine the county's goals, needs, desires and aspirations. A final Design Concept will be selected for further development in the Schematic Design phase.

The design team will then develop a comprehensive schematic design for the Auto Overlook Project Area. Design options for the park will be developed at a suitable scale that will illustrate the following elements:

- Overall park layout
- Vehicular and pedestrian circulation and parking
- Viewing Area / Amphitheater layout and configuration
- Site elements and structures to be preserved and restored
- Park paths and walkways
- Recreational amenities – play equipment, fitness area, sun shelters, warming shelter
- Park lighting
- Site elements – pavements, curbs, walls, benches, railings, fencing, etc.
- Landscape treatments

While discussions and review of concepts will take place throughout the process, a formal presentation to the County will occur at this point. Oral and graphic presentations will be prepared to fully illustrate and explain the Schematic Designs, and to allow for an in-depth response and comment period. Following the project review, all comments and responses will be incorporated, and the schematic design will be refined and finalized. The final design shall be illustrated by the use of the following:

- Overall plans of the park
- Enlargement of key areas
- Site cross sections
- 3-D renderings
- Site vocabulary details – illustrating materials, pavements, furnishings, railings, light poles and fixtures, benches, bollards, drinking fountains, trash receptacles, etc.
- Schematic cost estimates

Through a series of meetings with the County, we will refine our designs for presentation to the local community, public agencies and other groups as directed. Presentation drawings for the design will include design vocabulary, sections, renderings, elevations, illustrative plans, and other graphic representations necessary to illustrate the design intent.

**Task 5 Construction Contract Documents:**

Utilizing the approved Schematic Design described in Project Task 1, we will refine and further develop the design for the Auto Overlook Project Area. The design concept shall be enlarged, dimensional information tested and applied, preliminary grading indicated and material selections begun.

The Topographical Survey shall form the basis of the Contract Drawings, which shall include engineering drawings as required to document the engineering scope, as well as Demolition and Removals Plans, Layout and Materials Plans, Grading and Drainage Plans, Landscape and Planting Plans, Site Utilities Plans (water supply, irrigation, and electrical service), Site Details, etc.

In addition, Outline Specifications and Preliminary Cost Estimates shall be prepared by the project team



# County of Passaic

Administration Building  
401 Grand Street • Paterson, New Jersey 07505

OFFICE OF THE COUNTY ENGINEER  
ROOM 524

Jonathan C. Pera, P.E.  
County Engineer

June 13, 2019

TEL: (973) 881-4456  
FAX: (973) 742-3936  
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Board of Chosen Freeholders  
Passaic County Administration Building  
401 Grand Street  
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City of Paterson, Passaic County  
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Jonathan Pera, P.E.  
County Engineer

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cc: Chair, Public Works and Buildings & Grounds Committee  
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