



Office of Outdoor Recreation

P.O. Box 1609, Mammoth Lakes, CA, 93546

(760) 965-3650

www.townofmammothlakes.ca.gov

MLTPA TASK ORDER 3 Implementation Services Agreement

Date: July 1, 2023 – June 30, 2024
Consultant: Mammoth Lakes Trails and Public Access Foundation (MLTPA)
Project Title: Implementation Support

A. PROJECT DESCRIPTION AND BACKGROUND INFORMATION

Contractor shall provide Project / Contract Management and ongoing project coordination services with the Town through the designated point of contact within the Office of Outdoor Recreation (OOR). Contractor shall also provide financial, accounting and project financial tracking support and updates as requested to provide the Town and as necessary oversight bodies requested information. Contractor shall advise Town Manager and OOR point of contact if funding for a designated task is being spent at a greater than anticipated rate that could prevent year-long service delivery or completion of any given task. As directed, Contractor shall make available its staff to attend meetings, provide documents, and produce and provide reports and presentations. As determined by the Town, the parties will review specific Mammoth Lakes Trail System (MLTS) SOPs, related handbooks, plans, reporting documents, task assignment documentation, etc. to determine need for updates. SOP's may be amended from time to time. Upon request, updates to identified documents may be assigned to contractor.

B. SCOPE OF SERVICES

#3a GIS – MLTPA GIS

TOML Primary Point of Contact: Andrew Mulford, Trails Program Manager

MLTPA Project Lead: Rita Keil, GIS Manager / Project Specialist

- **Deliverables:** Ongoing support and delivery of digital data to complete requested work for TOML OOR and MLTS projects utilizing geospatial mapping tools and data management through MLTPA's Data Library. Work efforts may include, but will not be limited to, maintenance and updating of geospatial and other relevant data, mapping support for existing and new trails and reroutes, management of MLTS spatial database which may be used to assist in the delivery of work products under item #1 ("Graphics and Design") and item #4 ("Administration + Operations").

#3b Data

TOML Primary Point of Contact: Andrew Mulford, Trails Program Manager

MLTPA Project Lead: Rita Keil, GIS Manager / Project Specialist

- **Deliverables:** Manage trail counter deployment, tabulation, and analysis of collected data. Presentations of developed data including story maps or other requested digital collateral providing trail use data to assist in future TOML decision making with public, private sector, and agency partners. Management and deployment of avalanche beacon checkers.

C. TOWN PROVIDED DOCUMENTS

Additional documents may be provided by the Town per the consultant's request.

D. PROPOSED PROJECT SCHEDULE

Project Initiation Date	July 1, 2023
Deliver all final products (editable and non)	June 30, 2024

Project tasks will be assigned as needed, at which time more specific schedules and milestones will be addressed.

E. CONTACT PERSONS: TOML

Agreement Management

Daniel C. Holler
Town Manager
760-709-2950
dholler@townofmammothlakes.ca.gov

Program Coordination, Task Assignments, Invoice Processing, & Designated alternate POC for all Service Areas

Lawson Reif
Outdoor Recreation Manager
760-923-8247
lreif@townofmammothlakes.ca.gov

F. CONTACT PERSONS: MLTPA

Agreement Management

Silver Chesak
Vice President, MLTPA Board
760-914-1977
silver@footloosesports.com
Financial, Task, and Hours Tracking

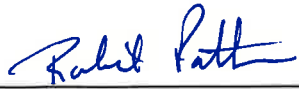
Program Coordination, Task Assignments, designated alternate POC for all Service Areas excluding finances and invoicing

John Wentworth
CEO, MLTPA
213-309-5637
johnwentworth@mltpa.org
Invoicing

Jennifer Crittenden
Operations Manager, MLTPA
(858) 205-9530
jennifercrittenden@mltpa.org

Julie English
Enrolled Agent, Tax Accountant for MLTPA
(619) 800-1185
accounting@mltpa.org

IN WITNESS WHEREOF, this Task Order has been executed under the provisions as stated in the original *Agreement for trails coordination services* between the Town of Mammoth Lakes and **Mammoth Lakes Trails and Public Access Foundation (MLTPA)** effective as of **July 1, 2023**. By the signatures below, the parties hereto agree that all terms and conditions of this Task Order and previously agreed upon *Agreement for trails coordination services* shall be in full force and effect.



Daniel C. Holler
Town Manager
Town of Mammoth Lakes

8/24/2023
Date



Silver Chesak
VICE President, MLTPA Board of Directors
MLTPA Foundation

8/22/23
Date

NB: MLTPA CEO John Wentworth's participation in efforts identified in this work order is as an uncompensated volunteer member of the MLTPA Board of Directors pending recruitment and hiring of qualified MLTPA staff. John Wentworth's participation is wholly consistent with section "3.2.3 Contractor's Representative" of the "TOWN OF MAMMOTH LAKES SERVICES AGREEMENT FOR TRAILS COORDINATION SERVICES BETWEEN THE TOWN OF MAMMOTH LAKES AND THE MLTPA FOUNDATION FOR MAMMOTH LAKES TRAIL SYSTEM AND RELATED SERVICES (July 1, 2023)."