

AGENDA

Tentative: 12/11/24

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS' REGULAR MEETING
MONDAY EVENING, DECEMBER 16, 2024, AT 7:00 PM
THOMPSON PARK VISITOR CENTER,
"BEECH ROOM", 1ST FLOOR, 805 NEWMAN SPRINGS RD, LINCROFT, NJ**

- A. Roll Call
- B. Statement of Adequate Public Notice – Read by _____:

Pledge of Allegiance followed by a moment of silence
- C. Approval of MINUTES—REGULAR MEETING: DECEMBER 2, 2024
(Excused: Commissioner Davidson)
- D. Approval of MINUTES - EXECUTIVE SESSION – LAND ACQUISITION MATTERS:
DECEMBER 2, 2024 (Excused: Commissioner Davidson)
- E. Approval of 2024 VOUCHER LIST
- F. BOARD CORRESPONDENCE RECEIVED:
- G. Motion to OPEN the HEARING OF THE PUBLIC.
(Presentations are limited to three (3) minutes per person.)
- H. Motion to CLOSE the HEARING OF THE PUBLIC.
- I. DIRECTOR'S REPORT:
 - 1. BUDGET REPORTS
 - 2. REVENUE REPORT—MONTH OF NOVEMBER
 - 3. ATTENDANCE REPORT—MONTH OF NOVEMBER
 - 4. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT —
NOVEMBER (Dated: 12/10/2024)
 - 5. MCPS TRAINING REQUESTS AS OF NOVEMBER 12, 2024
 - 6. MCPS WEBSITE TRAFFIC REPORT — NOVEMBER COMPARISON BY YEARS
2019 – 2024
- J. COUNTY COMMISSIONER'S REPORT:
- K. CAPITAL PROJECT REVIEW – Andrew J. Spears, Director

L. ITEMS FOR BOARD REVIEW:

1. Board Action Item #1 – Recommending acceptance of the written proposal of York Analytical Laboratories, Inc., Toms River, NJ, as received on November 20, 2024, proposal dated November 18, 2024, for Furnishing and Delivery of a Potable Well-Water Monitoring Program (PS #02-25), (Period of Contract 1/1/25 through 12/31/25); in an Amount Not To Exceed \$9,325.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(see Memo)**
2. Board Action Item #2 – Recommending acceptance of the written proposal of Novisal, LLC, Roselle, NJ, as received on November 20, 2024, proposal dated November 19, 2024, for Providing Respirator Training and Respirator Fit-Testing (PS #03-25), (Period of Contract 1/1/25 through 12/31/25); in an Amount Not To Exceed \$8,030.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(see Memo)**
3. Board Action Item #3 – Recommend authorizing Contract Amendment #2, in the Amount of \$10,770.00, to further investigate two Areas of Concern, to Kenny Environmental Services, LLC, Marlton, NJ, for Providing Preliminary Assessment/Site Investigation (PA/SI) of Block 42, Lot 12, Freehold Township, New Jersey, and Block 42 Lot 1, Colts Neck Township, New Jersey, ±4.84 Acres, Owned by: BG Invest, Vacant Property, Project: Additions to Baysholm Tract (Ref. #24-39 & PS #39-24), as originally awarded by Resolution #R-24-9-9=327, in the Contract Amount Not To Exceed \$2,090.00, and as modified by Contract Amendment #1 awarded by Resolution #R-24-10-21=392 in the Total Contract Amendment #1 Amount of \$27,165.00, for a new Total Amended Contract Amount of \$37,935.00, as modified by Contract Amendment #2, and further Authorizing the Director to send notice of Contract Amendment to The Star Ledger, a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage. **(see Memo)**
4. Board Action Item #4 – Recommend authorizing the Purchase of Cars, Crossovers, Class 1-3 Pickup Trucks/Chassis, Sport Utility Vehicles & Vans from All American Ford of Paramus, Paramus, NJ, Items: One (1) 2025 F-150 4x4 SuperCab 6.5' box, \$51,495.00, Three (3) 2025 Ranger 4x4 SuperCrew 5' Box, @\$44,288.75 each, \$132,866.25, Four (4) 2025 F-350 Chassis 4x4 SD Regular Cab 145", @\$81,478.03, \$325,912.12, Two (2) 2025 F-350 4x4 SD Super Cab 8' Box, @\$59,699.72, \$119,399.44; as available under the Bergen County Co-op (BC-Bid-24-43), for the Period of 6/19/24 through 6/18/26, in the Total Contract Amount of \$629,672.81.
5. Board Action Item #5 – Recommend awarding contract to the lowest responsible bidder, as per bid proposal to Willow's Bend Irrigation, LLC, Hillsborough, NJ, for Furnishing and Delivery of Irrigation & Pumping Equipment Services & Repair Parts (Bid #0013-25), Item: 2025 Supply/Service Contract for the Period of 1/1/25 through 12/31/25, with the Board of Recreation Commissioners reserving the option to extend the contract for two (2) additional one (1) year periods (2026 & 2027), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$21,000.00.

6. Board Action Item #6 – Recommending acceptance of the written proposal of French & Parrello Associates, PA, Wall, NJ, as received on November 19, 2024, proposal dated November 19, 2024, for Providing Professional Engineering Services for Site Improvements at Timolat Farm Section of Huber Woods Park, Middletown, New Jersey (Ref. #24-51 & PS #52-24); in an Amount Not To Exceed \$49,500.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
7. Board Action Item #7 – Recommend awarding contract to the lowest responsible bidder, as per bid proposal to Hickey Overhead Door, Bayville, NJ, for Furnishing and Delivery of Repair and Installation of Wooden, Metal, and Fiberglass Overhead and Metal Rolling Security Doors (Bid #0015-25), Item: 2025 Supply/Service Contract for the Period of 1/1/25 through 12/31/25, with the Board of Recreation Commissioners reserving the option to extend the contract for an additional one (1) year period (2026), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$75,000.00.
8. Board Action Item #8 – Recommend awarding contract to the lowest responsible bidder, as per bid proposal to Swannies Golf Apparel, Inver Grove Heights, MN, for Furnishing and Delivery of Golf Products, Resale Merchandise, and Clothing, Supplement #1 (Bid #0016-25), Item: 2025 Supply Contract for the Period of 1/1/25 through 12/31/25, with the Board of Recreation Commissioners reserving the option to extend the contract for two (2) additional one (1) year periods (2026 & 2027), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$32,000.00. (see Memo)
9. Board Action Item #9 – Rejecting bid proposal of Burke Environmental, Wall, NJ, for 2025 Furnishing and Installing Plant Material at Various Parks (Bid #0070-24), as the Non-Collusion Affidavit included was not filled out.
10. Board Action Item #10 – Recommend awarding contract to the lowest responsible bidder, as per bid proposal to Down to Earth Landscaping, Inc., Jackson, NJ, for 2025 Furnishing and Installing Plant Materials at Various Parks (Bid #0070-24), Item: Total Base Bid Price, Items 1-110 inclusive, (Period of Contract 12/16/24 through 4/15/25); in the Total Contract Amount of \$98,951.00. (see Att.)
11. Board Action Item #11 – Recommend Authorizing the Exercising of Option to Extend Contract as per bid proposal, for an Additional One (1) Year Period (2025), as originally awarded by Resolution #R-24-7-8=275, to Best Cleaning Building Service, Ridgefield, NJ, for Furnishing and Delivery of Carpet Cleaning Services (Bid #0054-24), Item: Total Lump Sum (Period of 1/1/25 through 12/31/25) under the same terms and conditions as per bid specification; in the Total Contract Amount of \$19,300.00.
12. Board Action Item #12 – Recommend authorizing the Purchase of Maintenance, Repair, and Operation, from Oak Security Group, LLC, Indianapolis, IN, Item: 2025 Supply Contract for keys, locks, and related supplies; as available under the Educational Services Commission of New Jersey (ESCNJ) #65MCESCCPS Cooperative Pricing System Agreement, #ESCNJ 24/25-19, for the Period of 10/24/24 through 10/23/26, in the Total Contract Amount of \$60,000.00.
13. Board Action Item #13 – Recommend Authorizing Change Order #1, in the amount of \$1,023.61, for Option #3, additional Single-Stream Recycling Services (Period of 1/1/24

through 12/31/24), to Mazza Recycling Services, Ltd., Tinton Falls, NJ, for Furnishing and Delivery of Solid Waste Collection Service, Roll-Off Container Service, and Single-Stream Recycling Collection and Marketing Service (Bid #0012-23), Items: Option #1, Solid Waste Collection Service, \$215,525.94, Option #2, Roll-Off Container Service, \$37,310.00, Option #3, Single-Stream Recycling Service, \$85,943.73; as originally awarded by Resolution #R-23-2-6=59, and Extended for two (2) additional one (1) year periods (2024 & 2025) as per Resolution #R-23-9-18=370 and Resolution #R-24-9-23=345; in the Contract Amount of \$338,779.67, for a new Total Change Order #1 Contract Amount of \$339,803.28.

14. Board Action Item #14 – Recommend Authorizing Change Order #2, in the amount of \$0.00, for a Contract Extension to 04/30/2025, to Precise Construction, Inc., Freehold, NJ, for Forest Edge Playground Reconstruction at Holmdel Park (Bid #0083-23), Item: Total Base Bid, Items 1-26 inclusive, Alternate Bid #1, and Alternate Bid #2, as originally awarded by Resolution #R-24-3-11=123 in the Contract Amount of \$893,728.00, and as modified by Change Order #1 awarded by Resolution #R-24-8-5=288 in the Total Change Order #1 Contract Amount of \$893,728.00, for a new Total Change Order #2 Contract Amount of \$893,728.00. (see Memo)

RESOLUTION OF CONSENT:

At _____ PM, the following **Resolution of Consent** was offered for adoption by _____:

WHEREAS, the Monmouth County Board of Recreation Commissioners has received the Agenda for the Board Meeting in advance of the meeting; and

WHEREAS, the Board has had an opportunity to review and consider Agenda Items # _____ through # _____ for Board Action; and

WHEREAS, the Board is satisfied that the above items as presented to the Board are in order and complete.

NOW, THEREFORE, BE IT RESOLVED that the Monmouth County Board of Recreation Commissioners does hereby approve by consent, Agenda Items # _____ through # _____.

Resolution of Consent seconded by: _____.

ITEMS FOR BOARD ACTION:

1. Resolution **ACCEPTING THE WRITTEN PROPOSAL OF YORK ANALYTICAL LABORATORIES, INC.**, Toms River, NJ, as received on November 20, 2024, proposal dated November 18, 2024, for **FURNISHING AND DELIVERY OF A POTABLE WELL-WATER MONITORING PROGRAM (PS #02-25)**, (Period of Contract 1/1/25 through 12/31/25); in an Amount Not To Exceed **\$9,325.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.

2. Resolution **ACCEPTING THE WRITTEN PROPOSAL OF NOVISAL, LLC**, Roselle, NJ, as received on November 20, 2024, proposal dated November 19, 2024, for **PROVIDING RESPIRATOR TRAINING AND RESPIRATOR FIT-TESTING (PS #03-25)**, (Period of Contract 1/1/25 through 12/31/25); in an Amount Not To Exceed **\$8,030.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
3. Resolution **Authorizing CONTRACT AMENDMENT #2**, in the Amount of **\$10,770.00**, to further investigate two Areas of Concern, to **KENNY ENVIRONMENTAL SERVICES, LLC**, Marlton, NJ, for **PROVIDING PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PA/SI) OF BLOCK 42, LOT 12, FREEHOLD TOWNSHIP, NEW JERSEY, AND BLOCK 42, LOT 1, COLTS NECK TOWNSHIP, NEW JERSEY, +4.84 ACRES, OWNED BY: BG INVEST, VACANT PROPERTY, PROJECT: ADDITIONS TO BAYSHOLM TRACT (Ref. #24-39 & PS #39-24)**, as originally awarded by Resolution #R-24-9-9=327, in the Contract Amount Not To Exceed \$2,090.00, and as modified by Contract Amendment #1 awarded by Resolution #R-24-10-21=392 in the Total Contract Amendment #1 Amount of **\$27,165.00**, for a NEW TOTAL AMENDED CONTRACT AMOUNT OF **\$37,935.00**, AS MODIFIED BY CONTRACT AMENDMENT #2, and further **AUTHORIZING** the **DIRECTOR** to **SEND NOTICE** of Contract Amendment to The Star Ledger, a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage.
4. Resolution **AUTHORIZING THE PURCHASE OF CARS, CROSSOVERS, CLASS 1-3 PICKUP TRUCKS/CHASSIS, SPORT UTILITY VEHICLES & VANS** from **ALL AMERICAN FORD OF PARAMUS**, Paramus, NJ, ITEMS: One (1) 2025 F-150 4x4 SuperCab 6.5' box, \$51,495.00, Three (3) 2025 Ranger 4x4 SuperCrew 5' Box, @\$44,288.75 each, \$132,866.25, Four (4) 2025 F-350 Chassis 4x4 SD Regular Cab 145", @\$81,478.03, \$325,912.12, Two (2) 2025 F-350 4x4 SD Super Cab 8' Box, @\$59,699.72, \$119,399.44; as available under the Bergen County Co-op (BC-Bid-24-43), for the Period of 6/19/24 through 6/18/26, in the Total Contract Amount of **\$629,672.81**.
5. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **WILLOW'S BEND IRRIGATION, LLC**, Hillsborough, NJ, for **FURNISHING AND DELIVERY OF IRRIGATION & PUMPING EQUIPMENT SERVICES & REPAIR PARTS (Bid #0013-25)**, ITEM: 2025 Supply/Service Contract for the Period of 1/1/25 through 12/31/25, with the Board of Recreation Commissioners reserving the option to extend the contract for two (2) additional one (1) year periods (2026 & 2027), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of **\$21,000.00**.
6. Resolution **ACCEPTING THE WRITTEN PROPOSAL OF FRENCH & PARRELLO ASSOCIATES, PA**, Wall, NJ, as received on November 19, 2024, proposal dated November 19, 2024, for **PROVIDING PROFESSIONAL ENGINEERING SERVICES FOR SITE IMPROVEMENTS AT TIMOLAT FARM SECTION OF HUBER WOODS PARK, MIDDLETOWN, NEW JERSEY (Ref. #24-51 & PS #52-24)**; in an Amount Not To Exceed **\$49,500.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
7. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **HICKEY OVERHEAD DOOR**, Bayville, NJ, for **FURNISHING AND DELIVERY OF REPAIR AND INSTALLATION OF WOODEN, METAL, AND FIBERGLASS OVERHEAD AND METAL ROLLING SECURITY DOORS (Bid #0015-25)**, ITEM: 2025

Supply/Service Contract for the Period of 1/1/25 through 12/31/25, with the Board of Recreation Commissioners reserving the option to extend the contract for an additional one (1) year period (2026), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of **\$75,000.00**.

Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **SWANNIES GOLF APPAREL**, Inver Grove Heights, MN, for **FURNISHING AND DELIVERY OF GOLF PRODUCTS, RESALE MERCHANDISE, AND CLOTHING, SUPPLEMENT #1 (Bid #0016-25)**, ITEM: 2025 Supply Contract for the Period of 1/1/25 through 12/31/25, with the Board of Recreation Commissioners reserving the option to extend the contract for two (2) additional one (1) year periods (2026 & 2027), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of **\$32,000.00**.

8. Resolution **REJECTING bid proposal of BURKE ENVIRONMENTAL**, Wall, NJ, for **2025 FURNISHING AND INSTALLING PLANT MATERIAL AT VARIOUS PARKS (Bid #0070-24)**, as the **Non-Collusion Affidavit included was not filled out**.
9. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **DOWN TO EARTH LANDSCAPING, INC.**, Jackson, NJ, for **2025 FURNISHING AND INSTALLING PLANT MATERIALS AT VARIOUS PARKS (Bid #0070-24)**, ITEM: Total Base Bid Price, Items 1-110 inclusive (Period of Contract 12/16/24 through 4/15/25); in the Total Contract Amount of **\$98,951.00**.
10. Resolution **AUTHORIZING the EXERCISING OF OPTION TO EXTEND CONTRACT**, as per bid proposal, for an **ADDITIONAL ONE (1) YEAR PERIOD (2025)**, as originally awarded by Resolution #R-24-7-8=275, to **BEST CLEANING BUILDING SERVICE**, Ridgefield, NJ, for **FURNISHING AND DELIVERY OF CARPET CLEANING SERVICES, (Bid #0054-24)**, ITEM: Total Lump Sum (Period of 1/1/25 through 12/31/25) under the same terms and conditions as per bid specification; in the Total Contract Amount of **\$19,300.00**.
11. Resolution **AUTHORIZING the PURCHASE of MAINTENANCE, REPAIR, AND OPERATION**, from **OAK SECURITY GROUP, LLC**, Indianapolis, IN, ITEM: 2025 Supply Contract for keys, locks, and related supplies; as available under the Educational Services Commission of New Jersey (ESCNJ) #65MCESCCPS Cooperative Pricing System Agreement, #ESCNJ 24/25-19, for the Period of 10/24/24 through 10/23/26, in the Total Contract Amount of **\$60,000.00**.
12. Resolution **Authorizing CHANGE ORDER #1**, in the amount of **\$1,023.61**, for Option #3, additional Single-Stream Recycling Services (Period of 1/1/24 through 12/31/24), to **MAZZA RECYCLING SERVICES, LTD.**, Tinton Falls, NJ, for **FURNISHING AND DELIVERY OF SOLID WASTE COLLECTION SERVICE, ROLL-OFF CONTAINER SERVICE, AND SINGLE-STREAM RECYCLING COLLECTION AND MARKETING SERVICE (Bid #0012-23)**, ITEMS: Option #1, Solid Waste Collection Service, \$215,525.94, Option #2, Roll-Off Container Service, \$37,310.00, Option #3, Single-Stream Recycling Service, \$85,943.73; as originally awarded by Resolution #R-23-2-6=59, and Extended for two (2) additional one (1) year periods (2024 & 2025) as per Resolution #R-23-9-18=370 and Resolution #R-24-9-23=345; in the Contract Amount of **\$338,779.67**, for a **NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$339,803.28**.

13. Resolution **Authorizing CHANGE ORDER #2**, in the amount of **\$0.00**, for a Contract Extension to 04/30/2025, to **PRECISE CONSTRUCTION, INC.**, Freehold, NJ, for **FOREST EDGE PLAYGROUND RECONSTRUCTION AT HOLMDEL PARK (Bid #0083-23)**, ITEM: Total Base Bid, Items 1-26 inclusive, Alternate Bid #1, and Alternate Bid #2, as originally awarded by Resolution #R-24-3-11=123 in the Contract Amount of \$893,728.00, and as modified by Change Order #1 awarded by Resolution #R-24-8-5=288 in the Total Change Order #1 Contract Amount of **\$893,728.00**, for a NEW TOTAL CHANGE ORDER #2 CONTRACT AMOUNT OF **\$893,728.00**.

MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

1. Repair and upgrades to the filtration and sanitizing system at Big Brook Park pool

MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

1. Appraisal Services, Additions to Manasquan River Greenway (Ref. #24-78) (*FAIR & OPEN—UNDER \$17,500.00*)
2. Professional Engineering and LSRP Services for Monmouth 250 Monument, Swimming River Park, Middletown, NJ (Ref. #24-79) (*NON-FAIR & OPEN*)

DATES TO REMEMBER:

1. **MONDAY EVENING, DECEMBER 16, 2024 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **MONDAY EVENING, JANUARY 13, 2025 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
3. **MONDAY EVENING, JANUARY 27, 2025 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.

ITEMS FOR THE GOOD OF THE ORDER:

Motion to ADJOURN the Regular Meeting of the Monmouth County Board of Recreation Commissioners.