

AGENDA
Tentative: 02/01/23

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS' REGULAR MEETING
MONDAY EVENING, FEBRUARY 6, 2023, 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
Pledge of Allegiance followed by a moment of silence

- C. Approval of MINUTES—REGULAR MEETING: MONDAY, JANUARY 23, 2023
(Excused: Commissioners Harmon, Butch, and Davidson)

- D. Approval of 2022 VOUCHER LIST

- E. Approval of 2023 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. ASSISTANT DIRECTOR'S REPORT:
 - 1. MCBRC 2022 PURCHASING PERFORMANCE REPORT—4TH QUARTER:
OCTOBER – DECEMBER (Report Date: January 31, 2023)

 - 2. MCBRC 2022 ANNUAL PURCHASING PERFORMANCE REPORT (Report Date:
January 31, 2023)

- J. COUNTY COMMISSIONER'S REPORT:

K. PRESENTATION:

L. CAPITAL PROJECT REVIEW – Andrew J. Spears, Assistant Director

M. ITEMS FOR BOARD REVIEW:

1. Board Action Item #1 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Coastal Refrigeration Corp., Freehold, NJ, for Furnishing, Delivery, and Installation of Multi Heat Pump Air Conditioning System and 2 Heat Pump Air Handlers with 5KW Electric Heaters for Historical Services Building #541, Holmdel, NJ (Bid #0074-22), Item: Total Base Bid Price; in the Total Contract Amount of \$67,300.00. **(See Memo)**
2. Board Action Item #2 – Rescinding contract awarded by Resolution #R-22-12-5=399, to Marshall, LLC, Farmingdale, NJ, for Roof Replacement of Bldg. #1302 & Bldg. #1312, Hominy Hill Golf Course, Colts Neck, NJ (Bid #0067-22), Item: Total Base Bid, Items 1-2; in the Total Contract Amount of \$95,500.00, as the Contractor has exceeded the 21 day limit for returning signed contracts, insurance, and bonds.
3. Board Action Item #3 – Recommending acceptance of the written proposal of Gibson & Stattel Environmental, Inc., Bridgeton, NJ, as received on January 18, 2023, proposal dated January 16, 2023 for Providing a Professional Preliminary Assessment/Site Investigation (PA/SI) of Block 169, Lot 1, Marlboro Township, New Jersey, ±6.5 Acres, Owned by: Croddick Real Estate Holdings, LLC, Vacant Property, Project: Additions to Henry Hudson Trail (Ref. #22-50 & PS #80-22), in an Amount Not To Exceed \$3,365.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(See Memo)**
4. Board Action Item #4 – Recommending acceptance of the written proposal of Morgan Municipal Services, LLC, Island Heights, NJ, as received on January 18, 2023, proposal dated January 17, 2023 for Providing Professional Surveying Services of Block 169, Lot 1, Marlboro Township, New Jersey, ±6.5 Acres, Vacant Property, Owned by: Croddick Real Estate Holdings, LLC, Project: Additions to Henry Hudson Trail (Ref. #22-51 & PS #81-22), in an Amount Not To Exceed \$7,150.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(See Memo)**
5. Board Action Item #5 – Recommending acceptance of the written proposal of Sockler Realty Services Group, LLC, Hightstown, NJ, as received on January 18, 2023, proposal dated January 12, 2023 for Providing Professional Appraisal Services of Block 75, Lots 1 & 2.01, Keyport Borough, Vacant Property, Owned by: 213 Broad Street, LLC, ±0.1387 Acres, Project: Additions to Henry Hudson Trail, Interest: Fee Simple (Ref. #22-57 & PS #82-22), in an Amount Not To Exceed \$1,500.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(See Memo)**
6. Board Action Item #6 – Recommending acceptance of the written proposal of Stuart Appraisal Company, LLC, Freehold, NJ, as received on January 18, 2023, proposal dated January 16, 2023 for Providing Professional Appraisal Services of Block 75, Lots 1 & 2.01, Keyport Borough, Vacant Property, Owned by: 213 Broad Street, LLC, ±0.1387 Acres, Project: Additions to Henry Hudson Trail, Interest: Fee Simple (Ref. #22-57 &

PS #82-22), in an Amount Not To Exceed \$1,745.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. (See Memo)

7. Board Action Item #7 – Recommending award of contract to the lowest responsible bidder, as per bid proposal 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, \$187,482.00; Option #2, Roll-Off Container Service, \$34,810.00, Option #3, Single-Stream Recycling Service, \$76,863.00 (Period of Contract 03/01/23 through 12/31/23), with the Board of Recreation Commissioners reserving the option to extend the contract for two (2) additional one (1) year periods (2024 & 2025), under the same terms and conditions, as per bid specification; in the Total Contract Amount of \$299,155.00. (See Memo)
8. Board Action Item #8 – Rejecting bid proposal of First Student, Inc., Cincinnati, OH, for Furnishing and Delivery of Bus Transportation Services (Bid #0029-23), Items: Proposals 1 & 2, as the prices submitted exceeded the budgeted amount.
9. Board Action Item #9 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to First Student, Inc., Cincinnati, OH, for Furnishing and Delivery of Bus Transportation Services (Bid #0029-23), Item: Proposal #3, Scholarship Program (Period of Contract 06/19/23 through 09/01/23), with the Board of Recreation Commissioners reserving the option to extend the contract for an additional one (1) year period (2024), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$13,875.00. (See Memo)
10. Board Action Item #10 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to New Jersey State Golf Association, Kenilworth, NJ, for Furnishing of a U.S.G.A Recognized Golf Handicap and Information Network Service (Bid #0030-23), Item: 2023 Supply/Service Contract (Period of 02/06/23 through 12/31/23), with the Board of Recreation Commissioners reserving the option to extend the contract for two (2) additional one (1) year periods (2024 & 2025), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$48,000.00. (See Memo)
11. Board Action Item #11 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Taylor Fence Company, Inc., Red Bank, NJ, for Furnishing and Delivery of Various Fencing (Bid #0031-23), Items: Proposal #1, \$31,473.15, Proposal #2, \$12,388.93 (Period of Contract 02/06/23 through 12/31/23); in the Total Contract Amount of \$43,862.08. (See Memo)
12. Board Action Item #12 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to G &M Trophy, LLC, West Long Branch, NJ, for Furnishing and Delivery of Trophies, Plaques, and Awards (Bid #0022-23), Item: 2023 Supply Contract (Period of 02/06/23 through 12/31/23), with the Board of Recreation Commissioners reserving the option to extend the contract for two (2) additional one (1) year periods (2024 & 2025), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$22,000.00. (See Memo)

13. Board Action Item #13 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Burke Environmental, Inc., Wall, NJ, for Tree Plantings at Swimming River Park (Bid #0076-22), Items: Total Base Bid Price, Items 1-10 inclusive (Period of Contract 02/06/23 through 04/30/23); in the Total Contract Amount of \$33,300.00. (See Memo)

RESOLUTION OF CONSENT:

At (blank) PM, the following **Resolution of Consent** was offered for adoption by (blank):

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 # (blank) through # (blank).

Resolution of Consent seconded by:

ITEMS FOR BOARD ACTION:

1. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **COASTAL REFRIGERATION CORP.**, Freehold, NJ, for **FURNISHING, DELIVERY, AND INSTALLATION OF MULTI HEAT PUMP AIR CONDITIONING SYSTEM AND 2 HEAT PUMP AIR HANDLERS WITH 5KW ELECTRIC HEATERS FOR HISTORICAL SERVICES BUILDING #541, HOLMDEL, NJ (Bid #0074-22)**, ITEM: Total Base Bid Price; in the Total Contract Amount of **\$67,300.00**.
2. Resolution **RESCINDING contract** awarded by Resolution #R-22-12-5=399, to **MARSHALL, LLC**, Farmingdale, NJ, for **ROOF REPLACEMENT OF BLDG. #1302 & BLDG. #1312, HOMINY HILL GOLF COURSE, COLTS NECK, NJ (Bid #0067-22)**, ITEM: Total Base Bid, Items 1-2; in the Total Contract Amount of **\$95,500.00**, as the Contractor has exceeded the 21 day limit for returning signed contracts, insurance, and bonds.
3. Resolution **ACCEPTING the WRITTEN PROPOSAL of GIBSON & STATTEL ENVIRONMENTAL, INC.**, Bridgeton, NJ, as received on January 18, 2023,, proposal dated January 16, 2023, for **PROVIDING A PROFESSIONAL PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PA/SI) OF BLOCK 169, LOT 1, MARLBORO TOWNSHIP, NEW JERSEY, +6.5 ACRES, OWNED BY: CRODDICK REAL ESTATE HOLDINGS, LLC, VACANT PROPERTY, PROJECT: ADDITIONS TO HENRY HUDSON TRAIL (Ref. #22-50 & PS #80-22)**, in an Amount Not To Exceed **\$3,365.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.

4. Resolution **ACCEPTING the WRITTEN PROPOSAL of MORGAN MUNICIPAL SERVICES, LLC**, Island Heights, NJ, as received on January 18, 2023,, proposal dated January 17, 2023, for **PROVIDING PROFESSIONAL SURVEYING SERVICES OF BLOCK 169, LOT 1, MARLBORO TOWNSHIP, NEW JERSEY, ±6.5 ACRES, VACANT PROPERTY, OWNED BY: CRODDICK REAL ESTATE HOLDINGS, LLC, PROJECT: ADDITIONS TO HENRY HUDSON TRAIL (Ref. #22-51 & PS #81-22)**, in an Amount Not To Exceed **\$7,150.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
5. Resolution **ACCEPTING the WRITTEN PROPOSAL of SOCKLER REALTY SERVICES GROUP, INC.**, Hightstown, NJ, as received on January 18, 2023, proposal dated January 12, 2023, for **PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 75, LOTS 1 & 2.01, KEYPORT BOROUGH, VACANT PROPERTY, OWNED BY: 213 BROAD STREET LLC, ±0.1387 ACRES, PROJECT: ADDITIONS TO HENRY HUDSON TRAIL, INTEREST: FEE SIMPLE (Ref. #22-57 & PS #82-22)**, in an Amount Not To Exceed **\$1,500.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
6. Resolution **ACCEPTING the WRITTEN PROPOSAL of STUART APPRAISAL COMPANY, LLC**, Freehold, NJ, as received on January 18, 2023, proposal dated January 16, 2023, for **PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 75, LOTS 1 & 2.01, KEYPORT BOROUGH, VACANT PROPERTY, OWNED BY: 213 BROAD STREET LLC, ±0.1387 ACRES, PROJECT: ADDITIONS TO HENRY HUDSON TRAIL, INTEREST: FEE SIMPLE (Ref. #22-57 & PS #82-22)**, in an Amount Not To Exceed **\$1,745.00**, 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 **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, \$187,482.00; Option #2, Roll-Off Container Service, \$34,810.00, Option #3, Single-Stream Recycling Service, \$76,863.00 (Period of Contract 03/01/23 through 12/31/23), with the Board of Recreation Commissioners **RESERVING the OPTION TO EXTEND the CONTRACT for TWO (2) ADDITIONAL ONE (1) YEAR PERIODS (2024 & 2025)**, under the same terms and conditions, as per bid specification; in the Total Contract Amount of **\$299,155.00**.
8. Resolution **REJECTING bid proposal of FIRST STUDENT, INC.**, Cincinnati, OH, for **FURNISHING AND DELIVERY OF BUS TRANSPORTATION SERVICES (Bid #0029-23)**, ITEMS: Proposals 1 & 2, as the prices submitted exceeded the budgeted amount.

9. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **FIRST STUDENT, INC.**, Cincinnati, OH, for **FURNISHING AND DELIVERY OF BUS TRANSPORTATION SERVICES (Bid #0029-23)**, ITEM: Proposal #3, Scholarship Program (Period of Contract 06/19/23 through 09/01/23), with the Board of Recreation Commissioners **RESERVING the OPTION TO EXTEND the CONTRACT** for an **ADDITIONAL ONE (1) YEAR PERIOD (2024)**, under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of **\$13,875.00**.
10. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **NEW JERSEY STATE GOLF ASSOCIATION**, Kenilworth, NJ, for **FURNISHING OF A U.S.G.A RECOGNIZED GOLF HANDICAP AND INFORMATION NETWORK SERVICE (Bid #0030-23)**, ITEM: 2023 Supply/Service Contract (Period of Contract 02/06/23 through 12/31/23), with the Board of Recreation Commissioners **RESERVING the OPTION TO EXTEND the CONTRACT** for **TWO (2) ADDITIONAL ONE (1) YEAR PERIODS (2024 & 2025)**, under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of **\$48,000.00**.
11. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **TAYLOR FENCE COMPANY, INC.**, Red Bank, NJ, for **FURNISHING AND DELIVERY OF VARIOUS FENCING (Bid #0031-23)**, ITEM: Proposal #1, \$31,473.15, Proposal #2, \$12,388.93 (Period of Contract 02/06/23 through 12/31/23); in the Total Contract Amount of **\$43,862.08**.
12. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **G & M TROPHY, LLC**, West Long Branch, NJ, for **FURNISHING AND DELIVERY OF TROPHIES, PLAQUES, AND AWARDS (Bid #0022-23)**, ITEM: 2023 Supply Contract (Period of Contract 02/06/23 through 12/31/23), with the Board of Recreation Commissioners **RESERVING the OPTION TO EXTEND the CONTRACT** for **TWO (2) ADDITIONAL ONE (1) YEAR PERIODS (2024 & 2025)**, under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of **\$22,000.00**.
13. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **BURKE ENVIRONMENTAL, INC.**, Wall, NJ, for **TREE PLANTINGS AT SWIMMING RIVER PARK (Bid #0076-22)**, ITEM: Total Base Bid Price, Items 1-10 inclusive (Period of Contract 02/06/23 through 04/30/23); in the Total Contract Amount of **\$33,300.00**.

MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

1. Appraisal Services, Block 155, Lot 8.02, Howell Township, ±3.673 Acres, Unimproved Property Owned by Dubrovsky, for Additions to Manasquan River Greenway (Ref. #23-04) (*FAIR & OPEN—OVER \$17,500.00*)

2. Architectural Services, On-call Specialized Architectural Services at Various Park Locations (Ref. #23-05) (*FAIR & OPEN—OVER \$17,500.00*)

EXECUTIVE SESSION

Motion for a Resolution to move into Executive Session for Potential Property Acquisitions or Sales – N.J.S.A. 10:4-12-(B)(5) for the purpose of discussing the following:

- Additions to Henry Hudson Trail, Marlboro Twp., NJ
- Additions to Hartshorne Woods Park

Motion to close Executive Session

Motion to reconvene the Regular Meeting

Motion for a Resolution to take action on the following item(s) discussed in Executive Session

- 1.
- 2.

DATES TO REMEMBER:

1. **MONDAY EVENING, FEBRUARY 6, 2023 - 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **TUESDAY EVENING, FEBRUARY 21, 2023 - 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
3. **SUNDAY EVENING, FEBRUARY 26, 2023 - 5:00 PM. “Come to Your Senses” Fundraiser,** presented by Musicians on a Mission to Benefit Special People United to Ride (SPUR), Thompson Park Creative Arts Center. Admission \$20.
4. **SUNDAY AFTERNOON, MARCH 5, 2023 - 12 NOON. Annual Volunteer Reception,** Hominy Hill Golf Center, Colts Neck, NJ.
5. **MONDAY EVENING, MARCH 6, 2023 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
6. **SATURDAY, MARCH 11, 2023, 10 AM – 1 PM. Summer Job Fair,** Fort Monmouth Recreation Center, Tinton Falls, NJ.
7. **SUNDAY – WEDNESDAY, MARCH 12 – 15, 2023, New Jersey Recreation and Park Association Annual Conference,** Harrah’s, Atlantic City, NJ.

8. **MONDAY EVENING, MARCH 20, 2023 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
9. **THURSDAY AFTERNOON, APRIL 20, 2023 – 3:00-5:00 PM. YMCA Bayshore Family Success Center Open House and 10th Anniversary Celebration.** Henry Hudson Trail Activity Center, 945 NJ-36, Leonardo, NJ.

ITEMS FOR THE GOOD OF THE ORDER:

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