

AGENDA

Tentative: 01/18/23

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS' REGULAR MEETING
MONDAY EVENING, JANUARY 23, 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—ANNUAL FIRST REGULAR MEETING: MONDAY,
JANUARY 9, 2023

- D. Approval of 2022 VOUCHER LIST

- E. Approval of 2023 VOUCHER LIST

- F. BOARD CORRESPONDENCE RECEIVED:
 - Email, dated January 12, 2023, to Andrew Spears from Dr. Harold Nolan, Board Member, Shore Atlantic Club

- 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. BUDGET REPORTS

 - 2. REVENUE REPORT—MONTH OF DECEMBER

 - 3. ATTENDANCE REPORT—MONTH OF DECEMBER

4. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT—
DECEMBER (Dated: 1/17/2023)
 5. MCPS TRAINING REQUESTS AS OF JANUARY 17, 2023
 6. MCPS WEBSITE TRAFFIC REPORT DECEMBER COMPARISON BY YEARS –
2016 – 2022
 7. MCPS WEBSITE TRAFFIC REPORT FOR JANUARY — DECEMBER 2022
 8. MCPS WEBSITE TRAFFIC REPORT—5-YEAR COMPARISON: 2018-2022
- 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 – Authorizing the Assistant Director to prepare a Citation expressing the Board’s Appreciation for Services to Kenneth A. Herceg, Senior County Park Ranger, who started work with the Monmouth County Park System on August 8, 1987, and who will retire effective February 1, 2023, with over thirty-five (35) years of service.
 2. Board Action Item #2 – Rejecting All bids received on January 4, 2023, for Furnishing of Tree Trimming Services (Bid #0027-23), as Specifications were advertised with prevailing wage language, which is not required for this project, and further Authorizing the Assistant Director to Re-Advertise for same.
 3. Board Action Item #3 – Recommending acceptance of the written proposal of Ceramic Supply, Inc., Lodi, NJ, as received on January 6, 2023, proposal dated December 27, 2022, for Furnishing and Delivery of Moist Clay (WC# 02-23) in an estimated amount of \$19,500.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
 4. Board Action Item #4 – Recommending acceptance of the written proposal of Johnson, Mirmiran & Thompson, Inc., as received on January 6, 2023, proposal dated January 3, 2023, for Providing Professional Surveying Services of County Easement known as Union Transportation Trail, Block 1.01/Lot 1.01, Block 1.02/Lot 2.01, and Block 2.01/Lot 1.02, Millstone Township; and Block 10/Lot 5 (P/O), Block 27/Lot 38

(P/O), Block 28/Lot 13, Block 35/Lot 18, Block 37/Lot 4, Block 54,/Lot 3, Block 55/Lot 3 (P/O), Block 56/Lot 26 (P/O), Upper Freehold Township, New Jersey, +43.12 Acres, Row Trail Property, Owned by JCP&L/Easement to the County, Project: Additions to Union Transportation Trail (Ref. #20-59 & PS #78-22), in an Amount Not To Exceed \$24,200.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.

5. Board Action Item #5 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Down to Earth Landscaping, Inc., Jackson, NJ, for Furnishing and Installing Plant Materials at Various Parks (Bid #0073-22), Items: Total Base Bid Price, Items 1-67 inclusive (Period of Contract 01/23/23 through 04/15/23); in the Total Contract Amount of \$68,030.00.
6. Board Action Item #6 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Turco Golf, Inc., Pompton Lakes, NJ, for Howell Park Golf Course Greens Reconstruction and Related Sitework (Bid #0072-22), Items: Total Base Bid Price, Items 1-27 inclusive; in the Total Contract Amount of \$362,073.50.
7. Board Action Item #7 – Recommending acceptance of the written proposal of Franzwa Trailer Sales, Inc., Millville, NJ, as received on January 5, 2023, proposal dated December 22, 2022, for Furnishing and Delivery of 2023 (or Current Production Year) 18-Foot Pontoon Boat and Trailer (WC #08-22) in an Amount Not To Exceed \$25,785.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
8. Board Action Item #8 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to TM Painting & Construction, Neptune, NJ, for Furnishing of Exterior Painting and Services (Bid #0070-22), Items: Proposal #1, \$35,300.00; Proposal #2, \$43,330.00, Proposal #3, \$21,600.00 (Period of Contract 01/23/23 through 12/31/23); in the Total Contract Amount of \$100,230.00.
9. Board Action Item #9 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to The Liberty Store, Auburn, NY, for Furnishing and Delivery of Outer Work Wear Uniform Items (Bid #0025-23), Item: Proposal #1, 2023 Supply Contract for the Period of 01/23/23 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 \$12,000.00.(See Memo)
10. Board Action Item #10 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Keyport Army Navy, Brick, NJ, for Furnishing and Delivery of Outer Work Wear Uniform Items (Bid #0025-23), Item: Proposal #2, 2023 Supply Contract for the Period of 01/23/23 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 \$9,000.00.
11. Board Action Item #11 – Recommending acceptance of the written proposal of Hackensack Meridian Team Health, P.C. dba Hackensack Meridian Works, Eatontown, NJ, as received on January 11, 2023, proposal dated December 20, 2022, for

Providing Medical Services (PS #06-23), (Period of Contract 01/23/23 through 12/31/23;)in the Estimated Amount of \$17,000.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.

12. Board Action Item #12 – Recommending acceptance of the written proposal of Institute for Forensic Psychology, Oakland, NJ, as received on January 11, 2023, proposal dated January 10, 2023, for Providing Psychological Testing and Vocational Assessment Services (PS #07-23), (Period of Contract 01/23/23 through 12/31/23); in the Estimated Amount of \$8,000.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
13. Board Action Item #13 – Recommending acceptance of the written proposal of Novisal, LLC, Roselle, NJ, as received on January 11, 2023, proposal dated January 10, 2023, for Providing Respirator Training and Respirator Fit-Testing Services (PS #08-23), (Period of Contract 01/23/23 through 12/31/23); in the Estimated Amount of \$8,030.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
14. Board Action Item #14 – Recommending acceptance of the written proposal of Garden State Laboratories, Inc., Hillside, NJ, as received on January 11, 2023, proposal dated December 22, 2022, for Furnishing and Delivery of a Potable Well Water Monitoring Program (PS #09-23), (Period of Contract 01/23/23 through 12/31/23); in the Estimated Amount of \$12,925.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
15. Board Action Item #15 – Authorizing Change Order #1, in the amount of \$27,654.10 for increase in the actual yardage dredged from the boat basin and channel to Mobile Dredging & Video Pipe, Inc., Chester, PA, for Boat Basin and Channel Dredging of Monmouth Cove Marina, Port Monmouth, NJ (Bid #0044-22), Items: Total Base Bid Price, Items 1-3 Inclusive, as originally awarded by Resolution #R-22-5-9=161 in the Contract Amount of \$305,421.50, for a new Total Change Order #1 Contract Amount of \$333,075.60.

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 **AUTHORIZING** the **ASSISTANT DIRECTOR** to prepare a **CITATION** expressing the **BOARD'S APPRECIATION FOR SERVICES** to **KENNETH A. HERCEG**, Senior County Park Ranger, who started work with the Monmouth County Park System on August 8, 1987, and who will **RETIRE effective February 1, 2023**, with over thirty-five (35) years of service.
2. Resolution **REJECTING ALL bids** received on January 4, 2023, for **FURNISHING OF TREE TRIMMING SERVICES (Bid #0027-23)**, as Specifications were advertised with prevailing wage language, which is not required for this project, and further **AUTHORIZING the ASSISTANT DIRECTOR to RE-ADVERTISE** for same.
3. Resolution **ACCEPTING the WRITTEN PROPOSAL** of **CERAMIC SUPPLY, INC.**, Lodi, NJ, as received on January 6, 2023, proposal dated December 27, 2022, for **FURNISHING AND DELIVERY OF MOIST CLAY (WC #02-23)**, in an Estimated Amount of **\$19,500.00**, 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 **JOHNSON, MIRMIRAN & THOMPSON, INC.**, Trenton, NJ, as received on January 6, 2023, proposal dated January 3, 2023, for **PROVIDING PROFESSIONAL SURVEYING SERVICES OF COUNTY EASEMENT KNOWN AS UNION TRANSPORTATION TRAIL; BLOCK 1.01/LOT 1.01, BLOCK 1.02/LOT 2.01, AND BLOCK 2.01/LOT 1.02, MILLSTONE TOWNSHIP; AND BLOCK 10/LOT 5 (P/O), BLOCK 27/LOT 38 (P/O), BLOCK 28/LOT 13, BLOCK 35/LOT 18, BLOCK 37/LOT 4, BLOCK 54/LOT 3, BLOCK 55/LOT 3 (P/O), BLOCK 56/LOT 26 (P/O), UPPER FREEHOLD TOWNSHIP, NEW JERSEY, ±43.12 ACRES, ROW TRAIL PROPERTY, OWNED BY JCP&L/EASEMENT TO THE COUNTY, PROJECT: ADDITIONS TO UNION TRANSPORTATION TRAIL (Ref. #20-59 & PS #78-22)**, in an Amount Not To Exceed **\$24,200.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
5. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **DOWN TO EARTH LANDSCAPING, INC.**, Jackson, NJ, for **FURNISHING AND INSTALLING PLANT MATERIALS AT VARIOUS PARKS (Bid #0073-22)**, ITEM: Total Base Bid Price, Items 1-67 inclusive (Period of Contract 01/23/23-04/15/23); in the Total Contract Amount of **\$68,030.00**.
6. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **TURCO GOLF, INC.**, Pompton Lakes, NJ, for **HOWELL PARK GOLF COURSE GREENS RECONSTRUCTION AND RELATED SITEWORK (Bid #0072-22)**,

ITEM: Total Base Bid Price, Items 1-27 inclusive; in the Total Contract Amount of **\$362,073.50**.

7. Resolution **ACCEPTING the WRITTEN PROPOSAL of FRANZWA TRAILER SALES, INC.**, Millville, NJ, as received on January 5, 2023, proposal dated December 22, 2022, for **FURNISHING AND DELIVERY OF 2023 (OR CURRENT PRODUCT YEAR) 18-FOOT PONTOON BOAT AND TRAILER (WC #08-22)**, in an Amount Not To Exceed **\$25,785.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
8. Resolution **AWARDING CONTRACT to** the lowest responsible bidder, as per bid proposal to **TM PAINTING & CONSTRUCTION**, Neptune, NJ, for **FURNISHING OF EXTERIOR PAINTING AND SERVICES (Bid #0070-22)**, ITEMS: Proposal #1, \$35,300.00; Proposal #2, \$43,330.00, Proposal #3, \$21,600.00 (Period of Contract 01/23/23 through 12/31/23); in the Total Contract Amount of **\$100,230.00**.
9. Resolution **AWARDING CONTRACT to** the lowest responsible bidder, as per bid proposal to **THE LIBERTY STORE**, Auburn, NY, for **FURNISHING AND DELIVERY OF OUTER WORK WEAR UNIFORM ITEMS (Bid #0025-23)**, Item: Proposal #1, 2023 Supply Contract for the Period of 01/23/23 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 **\$12,000.00**.
10. Resolution **AWARDING CONTRACT to** the lowest responsible bidder, as per bid proposal to **KEYPORT ARMY NAVY**, Brick, NJ, for **FURNISHING AND DELIVERY OF OUTER WORK WEAR UNIFORM ITEMS (Bid #0025-23)**, Item: Proposal #2, 2023 Supply Contract for the Period of 01/23/23 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 **\$9,000.00**.
11. Resolution **ACCEPTING the WRITTEN PROPOSAL of HACKENSACK MERIDIAN TEAM HEALTH, P.C. DBA HACKENSACK MERIDIAN WORKS**, Eatontown, NJ, as received on January 11, 2023, proposal dated December 20, 2022, for **PROVIDING MEDICAL SERVICES (PS #06-23)**, (Period of Contract 01/23/23 through 12/31/23;)in the Estimated Amount of **\$17,000.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
12. Resolution **ACCEPTING the WRITTEN PROPOSAL of INSTITUTE FOR FORENSIC PSYCHOLOGY**, Oakland, NJ, as received on January 11, 2023, proposal dated January 10, 2023, for **PROVIDING PSYCHOLOGICAL TESTING AND VOCATIONAL ASSESSMENT SERVICES (PS #07-23)**, (Period of Contract 01/23/23 through 12/31/23); in the Estimated Amount of \$8,000.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.

13. Resolution **ACCEPTING the WRITTEN PROPOSAL of NOVISAL, LLC**, Roselle, NJ, as received on January 11, 2023, proposal dated January 10, 2023, for **PROVIDING RESPIRATOR TRAINING AND RESPIRATOR FIT-TESTING SERVICES (PS #08-23)**, (Period of Contract 01/23/23 through 12/31/23); in the Estimated Amount of **\$8,030.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.

14. Resolution **ACCEPTING the WRITTEN PROPOSAL of GARDEN STATE LABORATORIES, INC.**, Hillside, NJ, as received on January 11, 2023, proposal dated December 22, 2022, for **FURNISHING AND DELIVERY OF A POTABLE WELL WATER MONITORING PROGRAM (PS #09-23)**, (Period of Contract 01/23/23 through 12/31/23); in the Estimated Amount of **\$12,925.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.

15. Resolution **Authorizing CHANGE ORDER #1**, in the amount of **\$27,654.10** for increase in the actual yardage dredged from the boat basin and channel to **MOBILE DREDGING & VIDEO PIPE, INC.**, Chester, PA, for **BOAT BASIN AND CHANNEL DREDGING OF MONMOUTH COVE MARINA, PORT MONMOUTH, NJ (Bid #0044-22)**, ITEMS: Total Base Bid Price, Items 1-3 Inclusive, as originally awarded by Resolution #R-22-5-9=161 in the Contract Amount of **\$305,421.50**, for a **NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$333,075.60**.

MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

1. Furnishing and Delivery of Four-Wheel Single Rider Adaptive Electric-Powered Golf Carts
2. Henry Hudson Trail Extension in Freehold Borough

MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

1. Survey Services, Timolat Access Parking and Predestrian Circulation Huber Woods Park, (Ref. #23-03) *PROPOSAL (UNDER \$17,500)*

DATES TO REMEMBER:

1. **MONDAY EVENING, JANUARY 23, 2023 - 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **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.
3. **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.

4. **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.
5. **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.

ITEMS FOR THE GOOD OF THE ORDER:

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