

AGENDA

Tentative: 7/7/21

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS' REGULAR MEETING
MONDAY EVENING, JULY 12, 2021, 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, JUNE 21, 2021
(Excused: Commissioners Zelina, Fiore and Davidson)

- D. Approval of 2020 VOUCHER LIST

- E. Approval of 2021 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. SECRETARY—DIRECTOR'S REPORT:
 - 1. VISITOR SERVICES REPORT – Patti Conroy, Supt. of Recreation
 - 2. GOLF REPORT – Mike Janoski, Co. Park Supt./Golf Operations
 - 3. PARKS REPORT – Tom Fobes, Supt. of Co. Parks/Park Operations
 - 4. ATTENDANCE REPORT—MONTH OF JUNE

5. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT — JUNE 2021
(Dated: 3/16/2021)
6. MCPS WEBSITE TRAFFIC REPORT— JUNE COMPARISON BY YEARS 2016-2021
7. PRESENTATION:

“Capital Improvements” by Gail Hunton, Chief of Acquisition & Design

J. COUNTY COMMISSIONER’S REPORT:

K. ITEMS FOR BOARD REVIEW:

1. Board Action Item #1 – Authorization to Retain Storr Tractor Company, Branchburg, NJ, to provide Proprietary Software and Support for NSN Toro Irrigation Control System for twelve (12) months, as per N.J.A.C. 5:34-9.1, Purchase of proprietary goods or services, in an amount not to exceed \$18,144.00, as per proposal dated June 11, 2021, and further Authorizing the Secretary-Director to send notice of contract award 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**)
2. Board Action Item #2 – Authorizing the Purchase of Flooring Materials, with Related Supplies and Services from Hannon Floors, Union, NJ, Items: Removal of existing carpet & sheet vinyl in lifeguard meeting, locker, and storage rooms; preparation of subfloor; furnish & install Tarkett Johnsonite HN5P 24” x 24” rubber tiles with 4” high vinyl cove base; as available under NJ State Contract Sourcewell (NJPA) #080819-TFU, for the Period of 10/11/19 through 10/11/23, in the Total Contract Amount of \$17,640.00.
3. Board Action Item #3 – Recommending to the Monmouth County Board of County Commissioners a second Amendment of the Temporary Use and Occupancy Agreement with the NJ Department of Environmental Protection, Division of Parks and Forestry, State Park Service, Trenton, NJ, to include additional Buildings #1754, #1755, #1756, #1758, and #1764.
4. Board Action Item #4 – Authorizing Change Order #1, in the amount of \$3,300.00, increasing existing aggregate contract by 20% as allowed by law, to the following vendors, for Furnishing and Delivery of Golf Cart Repair Parts and Service (Bid #0005-19), Item: 2021 Supply Contract (Period of 01/01/21 through 12/31/21), as originally awarded by Resolution #R-18-11-19=397 and extended for two (2) additional years (2020 & 2021) by Resolutions #R-19-8-19=293 and #R-20-10-5=374 in the Estimated Total Aggregate Contract Amount of \$16,500.00, for a new Estimated Total Aggregate Change Order #1 Contract Amount of \$19,800.00:

1. Golf Car Specialties, 136 Washington Avenue,
Gloucester City, NJ 08030

2. KLBL dba Vic Gerard Golf Cars, 281 Squankum Rd., Farmingdale, NJ 07727

5. Board Action Item #5 – Authorizing Contract Amendment #1, in the Amount of \$4,950.00 to supply and install 3/16” x 4” x ±320 linear feet of steel edging along the edges of landscape beds, to DCRS, LLC, Cream Ridge, NJ, to Furnish and Install Plant Materials and Bluestone Pads at Portland Place, Hartshorne Woods Park, Middletown, New Jersey (WC #02-21), as originally awarded by Resolution #R-21-4-5=131, in the Contract Amount Not To Exceed \$29,552.00, for a new Total Amended Contract Amount of \$34,502.00, as modified by Contract Amendment #1, and further Authorizing the Secretary-Director to send notice 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)**

6. Board Action Item #6 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to IBN Construction Corp., Newark, NJ, for Furnishing of Demolition and Site Restoration at Bldg. #227, Holmdel Park Activity Center and Bldg. #1181, Residence at Historic Portland Place (Bid #0033-21), Item: Total Lump Sum, Items 1 & 2; in the Total Contract Amount of \$103,773.00. **(See Memo)**

7. Board Action Item #7 – Recommending acceptance of the written proposal of Johnson, Mirmiran & Thompson, Inc., Trenton, NJ, as received on June 22, 2021, proposal dated June 22, 2021, for Providing Professional Surveying Services of Block 2, Lots 2, 4, 5, 7 & 8, Block 3, Lots 1-9, Block 3, Lots 6-9 (P/O), Block 2, Lots 9 & 10, Block 2, Lots 3 & 6, Block 2, Lot 11, Block 2, Lot 1, Atlantic Highlands and Block 105, Lot 6, Highlands, New Jersey, ±11.717 Acres, Vacant Property, Owned by County of Monmouth, Project Area: Mt. Mitchill Scenic Overlook (Ref. #20-50 & PS #38-21), in an Amount Not To Exceed \$7,750.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate. **(See Memo)**

8. Board Action Item #8 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Manor II Electric, Inc., Holmdel, NJ, for Electric Utility Service Alterations, Fort Monmouth Recreation Area (Recreation Center, Bldg. #3801 & Pool House, Bldg. #3804) (Bid #0032-21), Item: Total Lump Sum, Items 1 & 2; in the Total Contract Amount of \$80,300.00. **(See Memo)**

9. Board Action Item #9 – Recommending the acceptance of the written proposal of Integra Realty Resources-Coastal NJ, Toms River, NJ, as received as received on June 15, 2021, proposal dated June 10, 2021, for providing Professional Appraisal Services of Block 425, Lot 3, Long Branch City, Improved Property, Owned by Eisenberg, ±0.146 acres, Project: Additions to Seven Presidents Oceanfront Park, Interest: Fee Simple (Ref. #21-28 & PS #37-21), in an Amount Not To Exceed \$5,850.00, as a non-fair and open contract, pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate, and further Authorizing the Secretary-Director to send notice of contract award 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)**

10. Board Action Item #10 – Authorizing Change Order #2, in the amount of \$35,868.00 for installation of Hardie Board siding (\$49,328.00) and not installing vinyl siding (-\$13,460.00) to Woodward Construction Company, Matawan, NJ, for Winter Run Activity Center Rehabilitation, Manasquan River Greenway, Howell, NJ (Bid #0082-20), Item: Total Base Bid price, as originally awarded by Resolution #R-21-1-25=41 in the Contract Amount of \$660,640.00, and as modified by Change Order #1 awarded by Resolution #R-21-5-24=175 in the Total Change Order #1 Contract Amount of \$661,512.73, for a new Total Change Order #2 Contract Amount of \$697,380.73. **(See Memo)**
11. Board Action Item #11 – Recommending acceptance of the written proposal of Stuart Appraisal Company, Freehold, NJ, as received on June 30, 2021, proposal dated June 14, 2021, for Providing Professional Appraisal Services of Block 14, Lot 4.04, Township of Millstone, Vacant Property, Owned by Peter and Rhonda Kunzler, ±6.00 Acres, Project: Additions to Perrineville Lake Park, Interest: Fee Simple (Ref. #21-32 & PS #39-21), in an Amount Not To Exceed \$1,850.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate. **(See Memo)**
12. Board Action Item #12 – Recommending acceptance of the written proposal of Wade Appraisal, LLC, Metuchen, NJ, as received on June 30, 2021, proposal dated June 24, 2021, for Providing Professional Appraisal Services of Block 14, Lot 4.04, Township of Millstone, Vacant Property, Owned by Peter and Rhonda Kunzler, ±6.00 Acres, Project: Additions to Perrineville Lake Park, Interest: Fee Simple (Ref. #21-32 & PS #39-21), in an Amount Not To Exceed \$2,450.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate. **(See Memo)**
13. Board Action Item #13 – Authorizing Change Order #2, in the amount of \$12,038.36 for additional work, to Woodward Construction Company, Matawan, NJ, for Visitor Access Improvements at Portland Place, Hartshorne Woods Park (Bid #0080-20), Item: Total Base Bid price, as originally awarded by Resolution #R-20-11-2=428 in the Contract Amount of \$704,030.00, and as modified by Change Order #1 awarded by Resolution #R-21-3-8=99 in the Total Change Order #1 Contract Amount of \$744,791.00, for a new Total Change Order #2 Contract Amount of \$756,829.36. **(See Memo)**
14. Board Action Item #14 – 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:
 1. Additions to Freneau Woods Park
 2. Environmental Services for additions to Freneau Woods Park
 3. Survey Services for additions to Freneau Woods Park
 4. Additions to Metedeconk River Greenway
 5. Survey Services for additions to Metedeconk River Greenway
 6. Environmental Services for additions to Metedeconk River Greenway
 7. Additions to Clayton Park
 8. Survey Services for additions Clayton Park
 9. Environmental Service for additions to Clayton Park

15. The Status of Park Improvement Projects has no changes from the previously distributed copy dated May 17, 2021.

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: (blank).

ITEMS FOR BOARD ACTION:

1. Resolution **RETAINING STORR TRACTOR COMPANY**, Branchburg, NJ, to provide **PROPRIETARY SOFTWARE AND SUPPORT FOR NSN TORO IRRIGATION CONTROL SYSTEM** for twelve (12) months, as per N.J.A.C. 5:34-9.1, Purchase of proprietary goods or services, in an amount not to exceed **\$18,144.00**, as per proposal dated June 11, 2021, and further **AUTHORIZING** the SECRETARY-DIRECTOR to SEND NOTICE of contract award to The Star Ledger a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage.
2. Resolution **AUTHORIZING** the **PURCHASE of FLOORING MATERIALS, WITH RELATED SUPPLIES AND SERVICES**, from **HANNON FLOORS**, Union, NJ, **ITEMS:** Removal of existing carpet & sheet vinyl in lifeguard meeting, locker, and storage rooms; preparation of subfloor; furnish & install Tarkett Johnsonite HN5P 24” x 24” rubber tiles with 4” high vinyl cove base; as available under NJ State Contract Sourcewell (NJPA) #080819-TFU, for the Period of 10/11/19 through 10/11/23, in the Total Contract Amount of **\$17,640.00**.
3. Resolution **RECOMMENDING TO THE MONMOUTH COUNTY BOARD OF COUNTY COMMISSIONERS A SECOND AMENDMENT OF THE TEMPORARY USE AND OCCUPANCY AGREEMENT WITH THE NJ DEPARTMENT OF ENVIRONMENTAL PROTECTION, DIVISION OF PARKS AND FORESTRY, STATE PARK SERVICE, TRENTON, NJ, TO INCLUDE ADDITIONAL BUILDINGS #1754, #1755, #1756, #1758, AND #1764.**
4. Resolution **Authorizing CHANGE ORDER #1**, in the amount of **\$3,300.00**, increasing existing aggregate contract by 20% as allowed by law, to the following vendors, for **FURNISHING AND DELIVERY OF GOLF CART REPAIR PARTS AND SERVICE (Bid #0005-19)**,

ITEM: 2021 Supply Contract (Period of 01/01/21 through 12/31/21), as originally awarded by Resolution #R-18-11-19=397 and extended for two (2) additional years (2020 & 2021) by Resolutions #R-19-8-19=293 and #R-20-10-5=374 in the Estimated Total Aggregate Contract Amount of **\$16,500.00**, for a NEW ESTIMATED TOTAL AGGREGATE CHANGE ORDER #1 CONTRACT AMOUNT OF **\$19,800.00**:

1. **GOLF CAR SPECIALTIES**, 136 Washington Avenue, Gloucester City, NJ 08030
 2. **KLBL dba VIC GERARD GOLF CARS**, 281 Squankum Rd., Farmingdale, NJ 07727
5. Resolution **Authorizing CONTRACT AMENDMENT #1**, in the Amount of **\$4,950.00** to supply and install 3/16" x 4" x ±320 linear feet of steel edging along the edges of landscape beds, to **DCRS, LLC**, Cream Ridge, NJ, to **FURNISH AND INSTALL PLANT MATERIALS AND BLUESTONE PADS AT PORTLAND PLACE, HARTSHORNE WOODS PARK, MIDDLETOWN, NEW JERSEY (WC #02-21)**, as originally awarded by Resolution #R-21-4-5=131, in the Contract Amount Not To Exceed **\$29,552.00**, for a NEW TOTAL AMENDED CONTRACT AMOUNT OF **\$34,502.00**, AS MODIFIED BY CONTRACT AMENDMENT #1, and further AUTHORIZING the SECRETARY-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.
6. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **IBN CONSTRUCTION CORP.**, Newark, NJ, for **FURNISHING OF DEMOLITION AND SITE RESTORATION AT BLDG. #227, HOLMDEL PARK ACTIVITY CENTER AND BLDG. #1181, RESIDENCE AT HISTORIC PORTLAND PLACE (Bid #0033-21)**, ITEM: Total Lump Sum, Items 1 & 2; in the Total Contract Amount of **\$103,773.00**.
7. Resolution **ACCEPTING the WRITTEN PROPOSAL of JOHNSON, MIRMIRAN & THOMPSON, INC.**, Trenton, NJ, as received on June 22, 2021, proposal dated June 22, 2021, for **PROVIDING PROFESSIONAL SURVEYING SERVICES OF BLOCK 2, LOTS 2, 4, 5, 7 & 8, BLOCK 3, LOTS 1-9, BLOCK 3, LOTS 6-9 (P/O), BLOCK 2, LOTS 9 & 10, BLOCK 2, LOTS 3 & 6, BLOCK 2, LOT 11, BLOCK 2, LOT 1, ATLANTIC HIGHLANDS AND BLOCK 105, LOT 6, HIGHLANDS, NEW JERSEY, ±11.717 ACRES, VACANT PROPERTY, OWNED BY COUNTY OF MONMOUTH, PROJECT AREA: MT. MITCHILL SCENIC OVERLOOK (Ref. #20-50 & PS #38-21)**, in an Amount Not To Exceed **\$7,750.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
8. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **MANOR II ELECTRIC, INC.**, Holmdel, NJ, for **ELECTRIC UTILITY SERVICE ALTERATIONS, FORT MONMOUTH RECREATION AREA (RECREATION CENTER, BLDG. #3801 & POOL HOUSE, BLDG. #3804) (Bid #0032-21)**, ITEM: Total Lump Sum, Items 1 & 2; in the Total Contract Amount of **\$80,300.00**.

9. Resolution **ACCEPTING the WRITTEN PROPOSAL of INTEGRA REALTY RESOURCES–COASTAL, NJ, Toms River, NJ, as received on June 15, 2021, proposal dated June 10, 2021, for providing PROFESSIONAL APPRAISAL SERVICES OF BLOCK 425, LOT 3, LONG BRANCH CITY, IMPROVED PROPERTY, OWNED BY EISENBERG, ±0.146 ACRES, PROJECT: ADDITIONS TO SEVEN PRESIDENTS OCEANFRONT PARK, INTEREST: FEE SIMPLE (Ref. #21-28 & PS #37-21), in an Amount Not To Exceed \$5,850.00, as a non-fair and open contract, pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate, and further AUTHORIZING the SECRETARY-DIRECTOR to SEND NOTICE of contract award to The Star Ledger, a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage.**

10. Resolution Authorizing **CHANGE ORDER #2, in the amount of \$35,868.00 for installation of Hardie Board siding (\$49,328.00) and not installing vinyl siding (-\$13,460.00) to WOODWARD CONSTRUCTION COMPANY, Matawan, NJ, for WINTER RUN ACTIVITY CENTER REHABILITATION, MANASQUAN RIVER GREENWAY, HOWELL, NJ (Bid #0082-20), ITEM: Total Base Bid price, as originally awarded by Resolution #R-21-1-25=41 in the Contract Amount of \$660,640.00, and as modified by Change Order #1 awarded by Resolution #R-21-5-24=175 in the Total Change Order #1 Contract Amount of \$661,512.73, for a new Total Change Order #2 Contract Amount of \$697,380.73.**

11. Resolution **ACCEPTING the WRITTEN PROPOSAL of STUART APPRAISAL COMPANY, Freehold, NJ, as received on June 30, 2021, proposal dated June 14, 2021, for PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 14, LOT 4.04, TOWNSHIP OF MILLSTONE, VACANT PROPERTY, OWNED BY PETER AND RHONDA KUNZLER, ±6.00 ACRES, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK, INTEREST: FEE SIMPLE (Ref. #21-32 & PS #39-21), in an Amount Not To Exceed \$1,850.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.**

12. Resolution **ACCEPTING the WRITTEN PROPOSAL of WADE APPRAISAL, LLC, Metuchen, NJ, as received on June 30, 2021, proposal dated June 24, 2021, for PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 14, LOT 4.04, TOWNSHIP OF MILLSTONE, VACANT PROPERTY, OWNED BY PETER AND RHONDA KUNZLER, ±6.00 ACRES, PROJECT: ADDITIONS TO PERRINEVILLE LAKE PARK, INTEREST: FEE SIMPLE (Ref. #21-32 & PS #39-21), in an Amount Not To Exceed \$2,450.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.**

13. Resolution Authorizing **CHANGE ORDER #2, in the amount of \$12,038.36 for additional work, to WOODWARD CONSTRUCTION COMPANY, Matawan, NJ, for VISITOR ACCESS IMPROVEMENTS AT PORTLAND PLACE, HARTSHORNE WOODS PARK (Bid #0080-20), ITEM: Total Base Bid price, as originally awarded by Resolution #R-20-11-2=428 in the Contract Amount of \$704,030.00, and as modified by Change Order #1 awarded by Resolution #R-21-3-8=99 in the Total Change Order #1 Contract Amount of \$744,791.00, for a new Total Change Order #2 Contract Amount of \$756,829.36.**

14. 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:**

1. Additions to Freneau Woods Park
2. Environmental Services for additions to Freneau Woods Park
3. Survey Services for additions to Freneau Woods Park
4. Additions to Metedeconk River Greenway
5. Survey Services for Additions to Metedeconk River Greenway
6. Environmental Services for Additions to Metedeconk River Greenway
7. Additions to Clayton Park
8. Survey Services for additions Clayton Park
9. Environmental Service for additions to Clayton Park

MOTION to RECONVENE the REGULAR MEETING.

MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

1. Furnishing, Repairs, Replacement, and Maintenance of Playground Equipment and Safety Surfaces at Various Parks

MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

1. Engineering Services, Perrineville Lake Dam Engineering Studies, Millstone Twp., NJ, (Ref. #21-37) (*FAIR & OPEN—OVER \$17,500.00*)
2. Survey Services, Block 155, Lot 1.01, Howell, ±4.00 Acres, Improved Property, Owned by Mandara, for Additions to Manasquan River Greenway (Ref. #21-38) (*FAIR & OPEN—OVER \$17,500.00*)
3. Environmental Services, Block 155, Lot 1.01, Howell, ±4.00 Acres, Improved Property, Owned by Mandara, for Additions to Manasquan River Greenway (Ref. #21-39) (*FAIR & OPEN—OVER \$17,500.00*)

DATES TO REMEMBER:

1. **MONDAY EVENING, JULY 12, 2021 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **MONDAY EVENING, AUGUST 9, 2021 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.

3. **MONDAY EVENING, AUGUST 23, 2021 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
4. **TUESDAY EVENING, SEPTEMBER 7, 2021 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
5. **MONDAY EVENING, SEPTEMBER 20, 2021 – 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.