

# A G E N D A

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS' REGULAR MEETING  
MONDAY EVENING, JUNE 3, 2024, AT 7:00 PM  
THOMPSON PARK VISITOR CENTER,  
"BEECH ROOM", 1<sup>ST</sup> 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: MAY 20, 2024  
(Excused: Commissioners Horsnall and Adcock)
- D. Approval of MINUTES - EXECUTIVE SESSION – LAND ACQUISITION MATTERS:  
MAY 20, 2024 (Excused: Commissioners Horsnall and Adcock)
- E. Approval of 2023 VOUCHER LIST
- F. Approval of 2024 VOUCHER LIST
- G. BOARD CORRESPONDENCE RECEIVED:
- H. Motion to OPEN the HEARING OF THE PUBLIC.  
*(Presentations are limited to three (3) minutes per person.)*
- I. Motion to CLOSE the HEARING OF THE PUBLIC.
- J. DIRECTOR'S REPORT:
- K. COUNTY COMMISSIONER'S REPORT:
- L. CAPITAL PROJECT REVIEW – Andrew J. Spears, Director
- M. ITEMS FOR BOARD REVIEW:
  - 1. Board Action Item #1 – Recommend authorization for the Purchase of Furniture & Accessories, from Tanner North Jersey Furniture, LLC, Howell, NJ, Items: Office furniture purchase, delivery, and installation at Sunnyside Recreation Area; as available under the Educational Services Commission of New Jersey (ESCNJ) #65MCESCCPS, ESCNJ 22/23-08 Cooperative Pricing System Agreement for the Period of 7/2/22 through 7/1/24, in the Total Contract Amount of \$37,143.50.
  - 2. Board Action Item #2 – Recommend awarding contract to the lowest responsible bidder, as per bid proposal to Technology International, Inc., Lake Mary, FL, for Furnishing and Delivery of New 10' x 10' Portable Horse Stalls (Bid #0046-24), Item: Total Price; in the Total Contract Amount of \$35,960.00. **(see Memo)**

3. Board Action Item #3 – Recommend acceptance of the written proposal of Sterling DiSanto & Associates, LLC, Somerville, NJ, as received on May 21, 2024, proposal dated May 14, 2024, for Providing Professional Appraisal Services of Block 2701, Lot (P/O) 69, Eatontown Borough, Vacant Property, Owned by: Old Orchard Country Club, ±35.37 Acres, Project: Additions to Wolf Hill Recreation Area, Interest: Fee Simple (Ref. #24-17 & PS #27-24), in an Amount Not To Exceed \$2,150.00, 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 – Recommend acceptance of the written proposal of Stuart Appraisal Company, LLC, Freehold, NJ, as received on May 21, 2024, proposal dated May 17, 2024, for Providing Professional Appraisal Services of Block 2701, Lot (P/O) 69, Eatontown Borough, Vacant Property, Owned by: Old Orchard Country Club, ±35.37 Acres, Project: Additions to Wolf Hill Recreation Area, Interest: Fee Simple (Ref. #24-17 & PS #27-24), in an Amount Not To Exceed \$2,435.00, 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 – Declaring the Month of July 2024 as “Parks and Recreation Month”, and further recommending to the Monmouth County Board of County Commissioners that the Board of County Commissioners Declare the Month of July 2024 as “Parks and Recreation Month” in the County of Monmouth.
6. Board Action Item #6 – Authorizing Change Order #1, in the amount of \$8,551.98 increasing existing contract by more than twenty percent (20%) to close out contract, to Allied Fire & Safety Equipment Company, Inc., Neptune, NJ, for Furnishing and Delivery of Inspection, Maintenance, Replacement, Installation, and Repairs of Various Fire Equipment (Bid #0010-24), Item: 2024 Supply/Service Contract (Period of Contract 01/01/24 through 12/31/24); with the Board of Recreation Commissioners reserving the option to extend the contract for two (2) additional one (1) year periods (2025 & 2026), under the same terms and conditions, as per bid specification; as originally awarded by Resolution #R-23-11-20=456 in the Contract Amount of \$35,000.00, for a new Total Change Order #1 Contract Amount of \$43,551.98, and further Authorizing the Director to send Notice of Change Order #1 to The Star Ledger, a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage.
7. Board Action Item #7 as Added to the Agenda – Recommend authorizing the Purchase of Computer Equipment and Peripherals from SHI International Corp., Somerset, NJ, Items: 98” Touch Display Web-Conf, iPads, and installation for the Beech Room at Thompson Park Visitor Center; as available under the Bergen County Co-op (BC-Bid-22-24), for the Period of 06/05/22 through 06/04/24, in the Total Contract Amount of \$124,452.20.
8. Board Action Item #8 as Added to the Agenda – Recommend awarding contract to the lowest responsible bidder, as per bid proposal to 8540527 Canada Inc., dba Niu Toilet, Longueuil, QC, for Furnishing and Delivery of an ADA Accessible Portable Restroom Trailer (Bid #0050-24), Item: Total Base Bid Price; in the Total Contract Amount of \$89,000.00. **(see Memo)**

9. Board Action Item #9 as Added to the Agenda – Recommend acceptance of the written proposal of Johnson, Mirmiran & Thompson, Trenton, NJ, as received on May 29, 2024, proposal dated May 29, 2024, for Providing Surveying Services of Block 53, Lots 20.01 & 20.02, Freehold Borough, New Jersey, ±3.67 Acres, Vacant Property, Owned by: NJ Transit, Project: Partial Boundary Survey – Henry Hudson Trail Southern Extension (Ref. #23-80 & PS #28-24), in an Amount Not To Exceed \$7,275.00, as a non-fair and open contract, pursuant to the provisions of N.J.S.A. 19:44A-20.4, and further Authorizing the Director 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. Board Action Item #10 as Added to the Agenda – Recommend authorizing the Purchase of HVAC Services: Time & Materials from Automated Building Controls, Inc., Neptune, NJ, Item: Install Split AC unit with HW Coil at the Creative Arts Center, Thompson Park; as available under the Bergen County Co-op (BC-Bid-22-01.1, CK04), for the Period of 09/21/23 through 09/20/24, in the Total Contract Amount of \$37,395.98.
11. Board Action Item #11 as Added to the Agenda – Recommend authorizing the Purchase of Facilities Maintenance and Repair & Operations and Industrial Supplies, from Grainger Industrial Supply, South Plainfield, Item: Forty-seven (47) Ultrasite Picnic Tables; as available under NJ State Contract #19-FLEET-00566, for the Period of 10/01/18 through 12/31/24, in the Total Contract Amount of \$25,599.41.
12. Board Action Item #12 as Added to the Agenda – Authorizing the Chairman and Director to Enter Into a Temporary Use and Occupancy Agreement between the Monmouth County Board of Recreation Commissioners and Jersey Central Power & Light (JCP&L) for staging areas and access to the permanent utility right-of-way for approximately two (2) months depending on construction progress on Block 69, Lots 12 and 14, and Block 70, Lots 7 and 8, being a part of Metedeconk River Greenway, Howell Township as per the terms and conditions of the Temporary Use and Occupancy Agreement.
13. Board Action Item #13 as Added to the Agenda – Authorizing Contract Amendment #1, in the Amount of \$2,400.00, for additional psychological testing in the year 2023 to Institute for Forensic Psychology, Oakland, NJ, for Providing Psychological Testing and Vocational Assessment Services (PS #07-23) (Period of Contract 01/23/23 through 12/31/23), as originally awarded by Resolution #R-23-1-23=48, in the Contract Amount Not To Exceed \$8,000.00, for a new Total Amended Contract Amount of \$10,400.00, 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.

**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 also reviewed Agenda Items # \_\_\_\_\_, as added to the Agenda;  
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 PURCHASE of FURNITURE & ACCESSORIES**, from **TANNER NORTH JERSEY FURNITURE, LLC**, Howell, NJ, ITEMS: Office furniture purchase, delivery, and installation at Sunnyside Recreation Area; as available under the Educational Services Commission of New Jersey (ESCNJ), #65MCESCCPS, ESCNJ 22/23-08 Cooperative Pricing System Agreement for the Period of 7/2/22 through 7/1/24, in the Total Contract Amount of **\$37,143.50**.
2. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **TECHNOLOGY INTERNATIONAL, INC.**, Lake Mary, FL, for **FURNISHING AND DELIVERY OF NEW 10' X 10' PORTABLE HORSE STALLS (Bid #0046-24)**, ITEM: Total Price; in the Total Contract Amount of **\$35,960.00**.
3. Resolution **ACCEPTING the WRITTEN PROPOSAL of STERLING DISANTO ASSOCIATES, LLC**, Somerville, NJ, as received on May 21, 2024, proposal dated May 14, 2024, for **PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 2701, LOT (P/O) 69, EATONTOWN BOROUGH, VACANT PROPERTY, OWNED BY: OLD ORCHARD COUNTRY CLUB, ±35.37 ACRES, PROJECT: ADDITIONS TO WOLF HILL RECREATION AREA, INTEREST: FEE SIMPLE (Ref. #24-17 & PS #27-24)**, in an Amount Not To Exceed **\$2,150.00**, 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 STUART APPRAISAL COMPANY, LLC**, Freehold, NJ, as received on May 21, 2024, proposal dated May 17, 2024, for **PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 2701, LOT (P/O) 69, EATONTOWN BOROUGH, VACANT PROPERTY, OWNED BY: OLD ORCHARD COUNTRY CLUB, ±35.37 ACRES, PROJECT: ADDITIONS TO WOLF HILL RECREATION AREA, INTEREST: FEE SIMPLE (Ref. #24-17 & PS #27-24)**, in an Amount Not To Exceed **\$2,435.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
5. Resolution **DECLARING the MONTH OF JULY 2024 as "PARKS AND RECREATION MONTH"**, and further **RECOMMENDING to the MONMOUTH COUNTY BOARD OF COUNTY COMMISSIONERS that the BOARD OF COUNTY COMMISSIONERS DECLARE the MONTH OF JULY 2024 as "PARKS AND RECREATION MONTH" in the COUNTY OF MONMOUTH.**

6. Resolution **AUTHORIZING CHANGE ORDER #1**, in the amount of **\$8,551.98** increasing existing contract by more than twenty percent (20%) to close out contract, to **ALLIED FIRE & SAFETY EQUIPMENT COMPANY, INC.**, Neptune, NJ, for **FURNISHING AND DELIVERY OF INSPECTION, MAINTENANCE, REPLACEMENT, INSTALLATION, AND REPAIRS OF VARIOUS FIRE EQUIPMENT (Bid #0010-24)**, ITEM: 2024 Supply/Service Contract (Period of Contract 01/01/24 through 12/31/24); with the Board of Recreation Commissioners reserving the option to extend the contract for two (2) additional one (1) year periods (2025 & 2026), under the same terms and conditions, as per bid specification; as originally awarded by Resolution #R-23-11-20=456 in the Contract Amount of **\$35,000.00**, for a **NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$43,551.98**, and further **AUTHORIZING the DIRECTOR to SEND NOTICE of CHANGE ORDER #1 to The Star Ledger, a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage.**
7. Resolution **AUTHORIZING the PURCHASE OF COMPUTER EQUIPMENT AND PERIPHERALS** from **SHI INTERNATIONAL CORP.**, Somerset, NJ, ITEMS: 98" Touch Display Web-Conf, iPads, and installation for the Beech Room at Thompson Park Visitor Center; as available under the Bergen County Co-op (BC-Bid-22-24), for the Period of 06/05/22 through 06/04/24, in the Total Contract Amount of **\$124,452.20**.
8. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **8540527 CANADA, INC., dba NIU TOILET**, Longueuil, QC, for **FURNISHING AND DELIVERY OF AN ADA ACCESSIBLE PORTABLE RESTROOM TRAILER (Bid #0050-24)**, ITEM: Total Base Bid Price; in the Total Contract Amount of **\$89,000.00**.
9. Resolution **ACCEPTING the WRITTEN PROPOSAL of JOHNSON, MIRMIRAN & THOMPSON**, Trenton, NJ, as received on May 29, 2024, proposal dated May 29, 2024, for **PROVIDING SURVEYING SERVICES OF BLOCK 53, LOTS 20.01 & 20.02, FREEHOLD BOROUGH, NEW JERSEY, ±3.67 ACRES, VACANT PROPERTY, OWNED BY: NJ TRANSIT, PROJECT: PARTIAL BOUNDARY SURVEY – HENRY HUDSON TRAIL SOUTHERN EXTENSION (Ref. #23-80 & PS #28-24)**, in an Amount Not To Exceed **\$7,275.00**, as a non-fair and open contract, pursuant to the provisions of N.J.S.A. 19:44A-20.4, and further Authorizing the Director 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 the PURCHASE OF HVAC SERVICES: TIME & MATERIALS** from **AUTOMATED BUILDING CONTROLS, INC.**, Neptune, NJ, ITEM: Install Split AC unit with HW Coil at the Creative Arts Center, Thompson Park; as available under the Bergen County Co-op (BC-Bid-22-01.1, CK04), for the Period of 09/21/23 through 09/20/24, in the Total Contract Amount of **\$37,395.98**.
11. Resolution **AUTHORIZING the PURCHASE of FACILITIES MAINTENANCE AND REPAIR & OPERATIONS AND INDUSTRIAL SUPPLIES**, from **GRAINGER INDUSTRIAL SUPPLY**, South Plainfield, NJ, ITEM: Forty-seven (47) Ultrasite Picnic Tables; as available under NJ State Contract #19-FLEET-00566, for the Period of 10/01/18 through 12/31/24, in the Total Contract Amount of **\$25,599.41**.
12. Resolution **AUTHORIZING the CHAIRMAN AND DIRECTOR to ENTER INTO A TEMPORARY USE AND OCCUPANCY AGREEMENT between the MONMOUTH**

**COUNTY BOARD OF RECREATION COMMISSIONERS and JERSEY CENTRAL POWER & LIGHT (JCP&L)** for staging areas and access to the permanent utility right-of-way for approximately two (2) months depending on construction progress on Block 69, Lots 12 and 14, and Block 70, Lots 7 and 8, being a part of Metedeconk River Greenway, Howell Township as per the terms and conditions of the Temporary Use and Occupancy Agreement.

13. Resolution **Authorizing CONTRACT AMENDMENT #1**, in the Amount of **\$2,400.00**, for additional psychological testing in the year 2023 to **INSTITUTE FOR FORENSIC PSYCHOLOGY**, Oakland, NJ, for **PROVIDING PSYCHOLOGICAL TESTING AND VOCATIONAL ASSESSMENT SERVICES (PS #07-23)** (Period of Contract 01/23/23 through 12/31/23), as originally awarded by Resolution #R-23-1-23=48, in the Contract Amount Not To Exceed **\$8,000.00**, for a **NEW TOTAL AMENDED CONTRACT AMOUNT OF \$10,400.00**, 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.

**MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:**

**MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:**

1. Survey Services, Block 156, Lot 9.04, Howell Township,  $\pm 10.83$  Acres, Improved Property Owned by Derrick Hanna, for Additions to Manasquan River Greenway (Ref. #24-30) (*FAIR & OPEN—UNDER \$17,500.00*)
2. Environmental Services, Block 156, Lot 9.04, Howell Township,  $\pm 10.83$  Acres, Improved Property Owned by Derrick Hanna, for Additions to Manasquan River Greenway (Ref. #24-31) (*FAIR & OPEN—UNDER \$17,500.00*)
3. Environmental Services, Block 44, Lot 12.02, Colts Neck Township,  $\pm 52.2$  Acres, Improved Property Owned by 73 Mercer Management, for Additions to Hominy Hill Golf Course (Ref. #24-32) (*FAIR & OPEN—UNDER \$17,500.00*)
4. Survey Services, Block 44, Lot 12.02, Colts Neck Township,  $\pm 52.2$  Acres, Improved Property Owned by 73 Mercer Management, for Additions to Hominy Hill Golf Course (Ref. #24-33) (*FAIR & OPEN—OVER \$17,500.00*)
5. Market Research Services for a Market Analysis Study of Competitive and Recreational Soccer Needs to Inform the Development of DeBois Creek Recreation Area, Freehold Township, NJ (Ref. #24-34) (*FAIR & OPEN—OVER \$17,500.00*)
6. Appraisal Services, Block 907, Lot 16, Wall Township,  $\pm 1.66$  Acres, Improved Property Owned by First Southeast Inc., for Additions to Shark River Park (Ref. #24-35) (*FAIR & OPEN—UNDER \$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 Baysholm Tract

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. **WEDNESDAY, JUNE 12, 2024 – 4:00 PM – 7:00 PM. Retirement Party Celebrating Gail Hunton & Andrew Coeyman.** Thompson Park Activity Barn (\$25 per person includes dinner & soft drinks), RSVP to A. J. Spears or S. Madden by June 3, 2024.
2. **MONDAY EVENING, JUNE 17, 2024 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
3. **MONDAY EVENING, JULY 8, 2024 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
4. **MONDAY EVENING, AUGUST 5, 2024 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
5. **MONDAY EVENING, AUGUST 19, 2024 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> 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.