

AGENDA

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS' REGULAR MEETING
MONDAY EVENING, MARCH 11, 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
Pledge of Allegiance followed by a moment of silence
- C. Approval of MINUTES—REGULAR MEETING: FEBRUARY 26, 2024
(Excused: Vice Chairman Fiore and Commissioner Butch)
- D. Approval of MINUTES - EXECUTIVE SESSION – LAND ACQUISITION MATTERS:
FEBRUARY 26, 2024 (Excused: Vice Chairman Fiore and Commissioner Butch)
- 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 authorizing Contract Amendment #2, in the Amount of \$8,970.00, for two areas of concern requiring additional investigation, to Kenny Environmental Services, Marlton, NJ, for Providing a Professional Preliminary Assessment/Site Investigation (PA/SI) of Block 98, Lot 94, Freehold Township, New Jersey, ±1.4 Acres, Owned by: Estate of Doris Tephford, Improved Property, Project: Additions to Turkey Swamp Park (Ref. #23-52 & PS #65-23), as originally awarded by Resolution #R-23-11-6=426, in the Contract Amount Not To Exceed \$2,370.00, and as modified by Contract Amendment #1 awarded by Resolution #R-24-1-8=20 in the Total Contract Amendment #1 Amount of \$18,660.00, for a new Total Amended Contract Amount of \$27,630.00, 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)**

2. Board Action Item #2 – Rescinding contract originally awarded by Resolution #R-22-11-21=344 (2023) and extended by Resolution #R-23-9-18=357 (2024), to Able Cleaning, LLC, Delran, NJ, for Furnishing and Delivery of Carpet Cleaning Services (Bid #0007-23), Items: 1-38, Total Lump Sum (Period of 01/01/24 through 12/31/24), with the Board of Recreation Commissioners reserving the option to extend the contract for an additional one (1) year period (2025), under the same terms and conditions, as per bid specification; in the Total Contract Amount of \$16,951.28, as the Contractor has exceeded the 21-day limit for returning signed contracts.
3. Board Action Item #3 – Recommend authorizing Contract Amendment #1, in the Amount of \$12,121.00, for additional medical services, to Hackensack Meridian Team Health, P.C. dba Hackensack Meridian Works, Eatontown, NJ, for Providing Medical Services (PS #06-23), (Period of Contract 01/23/23 through 12/31/23), as originally awarded by Resolution #R-23-1-23=47, in the Contract Amount Not To Exceed \$17,000.00, for a new Total Amended Contract Amount of \$29,121.00, as modified by Contract Amendment #1, 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. Board Action Item #4 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Roelynn Litho, Inc., Lakewood, NJ, for Furnishing and Delivery of Printing Services (Rebid) (Bid #0026-24), Items: Proposal 1, Items 1-28, \$32,951.00; Proposal 3, Items 1-24, \$28,880.00; Proposal 4, Item 1, \$15,200.00; Proposal 5, Items 1-12, \$24,141.00; Proposal 6, Items 1-10; \$10,149.00 (Period of Contract 03/11/24 through 12/31/24); in the Estimated Total Contract Amount of \$111,321.00. **(see Memo)**
5. Board Action Item #5 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Indiana Printing and Publishing Company, Inc., Indiana, PA, for Furnishing and Delivery of Printing Services (Rebid) (Bid #0026-24), Items: Proposal 2, Items 1-19 (Period of Contract 03/11/24 through 12/31/24); in the Estimated Total Contract Amount of \$9,518.93. **(see Memo)**
6. Board Action Item #6 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Concept Printing, Inc., Nyack, NY, for Furnishing and Delivery of Printing Services (Rebid) (Bid #0026-24), Items: Proposal 7, Items 1-7 (Period of Contract 03/11/24 through 12/31/24); in the Estimated Total Contract Amount of \$14,440.00. **(see Memo)**
7. Board Action Item #7 – Rejecting all bids received on November 29, 2023, for Furnishing and Delivery of Gas Pump Repair Parts and Services (Bid #0015-24), as Contract was not awarded within the 60-day period after bids were received, and further authorizing the Director to re-advertise for same.
8. Board Action Item #8 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Fisher & Son Co., Inc., Exton, PA, for Furnishing and Delivery of Seed, Lime, Fertilizer, Chemicals, and Agricultural Supplies (Bid #0023-24),

Items: #11, 17, 18, 26, 36, 64, 113, 125, 126, 127, 128 (Period of Contract 03/11/24 through 12/31/24); in the Total Contract Amount of \$78,902.56.

9. Board Action Item #9 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Doc Network, Inc., Ann Arbor, MI, for Providing and Maintaining and Electronic Health Record System for Camp Participants and Families for Monmouth County Park System Summer Camps (Bid #0021-24), Item: 2024 Service Contract for the Period of 03/11/24 through 9/1/24, 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; in the Estimated Total Contract Amount of \$18,700.00. **(see Memo)**
10. Board Action Item #10 – Authorizing the Director to prepare a Citation expressing the Board's Appreciation for Services to Glenn Miller, Golf Superintendent, who started work with the Monmouth County Park System on August 13, 2012, and who will retire effective April 1, 2024, with over eleven (11) years of service.
11. Board Action Item #11 – Authorizing Change Order #1, in the amount of \$7,500.00, to haul away illegally dumped material, Proposal #1, to Greg Lertch Demolition Excavating, LLC, Wall, NJ, for Demolition and Site Restoration Work at Crosswicks Creek and Metedeconk River Greenway (Bid #0052-23), Items: Proposal #1, \$107,000.00, Proposal #2, \$76,000.00, as originally awarded by Resolution #R-23-6-19=217 in the Contract Amount of \$183,000.00, for a new Total Change Order #1 Contract Amount of \$190,500.00.
12. Board Action #12 as Added to the Agenda – Recommend acceptance of the written proposal of Johnson, Mirmiran, Thompson, Inc., Trenton, NJ, as received on March 5, 2024, proposal dated February 28, 2024, for Providing Professional Surveying Services of Block 60.01, Lot 2.02, Tinton Falls Borough, New Jersey, ± 0.67 Acres, Owned by: Millett, Improved Property, Project: Additions to Swimming River Greenway (Ref. #24-06 & PS #14-24), in an Amount Not To Exceed \$2,875.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(see Memo)**
13. Board Action #13 as Added to the Agenda – Recommend acceptance of the written proposal of Gibson & Stattel Environmental, Inc., Bridgeton, NJ, as received on March 5, 2024, proposal dated March 4, 2024, for Providing a Professional Preliminary Assessment/Site Investigation (PA/SI) of Block 60.01, Lot 2.02, Tinton Falls Borough, New Jersey, ± 0.67 Acres, Owned by: Millett, Improved Property, Project: Additions to Swimming River Greenway (Ref. #24-05 & PS #13-24), in an Amount Not To Exceed \$3,165.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(see Memo)**
14. Board Action #14 as Added to the Agenda – Rejecting bid proposal of Astro Electrical Contractor, LLC, Linden, NJ, for Standby Generator Upgrade at Thompson Park Administrative Building #531 (Bid #0027-24), for fatal flaw in proposal.
15. Board Action #15 as Added to the Agenda – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Manor II Electric, Inc., Holmdel, NJ, for Standby Generator Upgrade at Thompson Park Administrative Building #532

(Bid #0027-24), Item: Total Base Bid Price, Items 1 & 2; in the Total Contract Amount of \$152,000.00.

16. Board Action #16 as Added to the Agenda – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Brookrest Management, LLC, Colts Neck, NJ, for Vegetation Management at Crosswicks Creek Park and Perrineville Lake Park (Bid #0028-24), Item: Proposal 1, Crosswicks Creek Park, \$14,278.00, Proposal 2, Perrineville Lake Park, \$31,567.00; in the Total Contract Amount of \$45,845.00. (see Memo)
17. Board Action #17 as Added to the Agenda – Recommending award of contract to the lowest responsible bidder, as per bid proposal to SJC Lawncare, Inc., Cranford, NJ, for 2024 Furnishing and Installing Plant Materials at Various Parks (Bid #0029-24), Item: Total Base Bid Price, Items 1-35 inclusive (Period of Contract 03/11/24 through 05/30/24); in the Total Contract Amount of \$27,783.00.
18. Board Action #18 as Added to the Agenda – Recommending award of contract to the lowest responsible bidder, as per bid proposal 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; in the Total Contract Amount of \$893,728.00. (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 also reviewed Agenda Items # (blank), 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 CONTRACT AMENDMENT #2**, in the Amount of **\$8,970.00**, for two areas of concern requiring additional investigation, to **KENNY ENVIRONMENTAL SERVICES**, Marlton, NJ, for **PROVIDING A PROFESSIONAL PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PA/SI) OF BLOCK 98, LOT 94, FREEHOLD TOWNSHIP, NEW JERSEY, ±1.4 ACRES, OWNED BY: ESTATE OF DORIS TEPHFORD, IMPROVED PROPERTY, PROJECT: ADDITIONS TO**

TURKEY SWAMP PARK (Ref. #23-52 & PS #65-23), as originally awarded by Resolution #R-23-11-6=426, in the Contract Amount Not To Exceed \$2,370.00, and as modified by Contract Amendment #1 awarded by Resolution #R-24-1-8=20 in the Total Contract Amendment #1 Amount of **\$18,660.00**, for a **NEW TOTAL AMENDED CONTRACT AMOUNT OF \$27,630.00**, 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.**

2. Resolution **RESCINDING contract** originally awarded by Resolution #R-22-11-21=344 (2023) and extended by Resolution #R-23-9-18=357 (2024), to **ABLE CLEANING, LLC**, Delran, NJ, for **FURNISHING AND DELIVERY OF CARPET CLEANING SERVICES (Bid #0007-23)**, ITEMS: 1-38, Total Lump Sum (Period of 01/01/24 through 12/31/24), with the Board of Recreation Commissioners **RESERVING the OPTION TO EXTEND the CONTRACT for an ADDITIONAL ONE (1) YEAR PERIOD (2025)**, under the same terms and conditions, as per bid specification; in the Total Contract Amount of **\$16,951.28**, **as the Contractor has exceeded the 21-day limit for returning signed contracts.**
3. Resolution **Authorizing CONTRACT AMENDMENT #1**, in the Amount of **\$12,121.00**, for additional medical services, to **HACKENSACK MERIDIAN TEAM HEALTH, P.C. DBA HACKENSACK MERIDIAN WORKS**, Eatontown, NJ, for **PROVIDING MEDICAL SERVICES (PS #06-23)**, (Period of Contract 01/23/23 through 12/31/23), as originally awarded by Resolution #R-23-1-23=47, in the Contract Amount Not To Exceed **\$17,000.00**, for a **NEW TOTAL AMENDED CONTRACT AMOUNT OF \$29,121.00**, AS MODIFIED BY CONTRACT AMENDMENT #1, 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 **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **ROELYN LITHO, INC.**, Lakewood, NJ, for **FURNISHING AND DELIVERY OF PRINTING SERVICES (REBID) (Bid #0026-24)**, ITEMS: Proposal 1, Items 1-28, \$32,951.00; Proposal 3, Items 1-24, \$28,880.00; Proposal 4, Item 1, \$15,200.00; Proposal 5, Items 1-12, \$24,141.00; Proposal 6, Items 1-10; \$10,149.00 (Period of Contract 03/11/24 through 12/31/24); in the Estimated Total Contract Amount of **\$111,321.00**.
5. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **INDIANA PRINTING AND PUBLISHING COMPANY**, Indiana, PA, for **FURNISHING AND DELIVERY OF PRINTING SERVICES (REBID) (Bid #0026-24)**, ITEM: Proposal 2, Items 1-19 (Period of Contract 03/11/24 through 12/31/24); in the Estimated Total Contract Amount of **\$9,518.93**.
6. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **CONCEPT PRINTING, INC.**, Nyack, NY, for **FURNISHING AND DELIVERY OF PRINTING SERVICES (REBID) (Bid #0026-24)**, ITEM: Proposal 7, Items 1-7 (Period of Contract 03/11/24 through 12/31/24); in the Estimated Total Contract Amount of **\$14,440.00**.
7. Resolution **REJECTING ALL bids** received on November 29, 2023, for **FURNISHING AND DELIVERY OF GAS PUMP REPAIR PARTS AND SERVICES (Bid #0015-24)**, as **Contract was not awarded within the 60-day period after bids were received**, and further **AUTHORIZING the DIRECTOR to RE-ADVERTISE for same.**

8. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **FISHER & SON CO., INC.**, Exton, PA, for **FURNISHING AND DELIVERY OF SEED, LIME, FERTILIZER, CHEMICALS, AND AGRICULTURAL SUPPLIES (Bid #0023-24)**, ITEMS: #11, 17, 18, 26, 36, 64, 113, 125, 126, 127, 128 (Period of Contract 03/11/24 through 12/31/24); in the Total Contract Amount of **\$78,902.56**.
9. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **DOC NETWORK, INC.**, Ann Arbor, MI, for **PROVIDING AND MAINTAINING AN ELECTRONIC HEALTH RECORD SYSTEM FOR CAMP PARTICIPANTS AND FAMILIES FOR MONMOUTH COUNTY PARK SYSTEM SUMMER CAMPS (Bid #0021-24)**, ITEM: 2024 Service Contract for the Period of 03/11/24 through 9/1/24, 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; in the Estimated Total Contract Amount of **\$18,700.00**.
10. Resolution **AUTHORIZING the DIRECTOR to prepare a CITATION** expressing the **BOARD'S APPRECIATION FOR SERVICES to GLENN MILLER**, Golf Superintendent, who started work with the Monmouth County Park System on August 13, 2012, and who will **RETIRE effective April 1, 2024**, with over eleven (11) years of service.
11. Resolution **Authorizing CHANGE ORDER #1**, in the amount of **\$7,500.00**, to haul away illegally dumped material, Proposal #1, to **GREG LERTCH DEMOLITION EXCAVATING, LLC**, Wall, NJ, for **DEMOLITION AND SITE RESTORATION WORK AT CROSSWICKS CREEK AND METEDECONK RIVER GREENWAY (Bid #0052-23)**, ITEMS: Proposal #1, \$107,000.00, Proposal #2, \$76,000.00, as originally awarded by Resolution #R-23-6-19=217 in the Contract Amount of **\$183,000.00**, for a **NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$190,500.00**.
12. Resolution **ACCEPTING the WRITTEN PROPOSAL OF JOHNSON, MIRMIRAN, THOMPSON, INC.**, Trenton, NJ, as received on March 5, 2024, proposal dated February 28, 2024, for **PROVIDING PROFESSIONAL SURVEYING SERVICES OF BLOCK 60.01, LOT 2.02, TINTON FALLS BOROUGH, NEW JERSEY, ±0.67 ACRES, OWNED BY: MILLETT, IMPROVED PROPERTY, PROJECT: ADDITIONS TO SWIMMING RIVER GREENWAY (Ref. #24-06 & PS #14-24)**, in an Amount Not To Exceed **\$2,875.00**, 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 GIBSON & STATTEL ENVIRONMENTAL, INC.**, Bridgeton, NJ, as received on March 5, 2024, proposal dated March 4, 2024, for **PROVIDING A PROFESSIONAL PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PA/SI) OF BLOCK 60.01, LOT 2.02, TINTON FALLS BOROUGH, NEW JERSEY, ±0.67 ACRES, OWNED BY: MILLETT, IMPROVED PROPERTY, PROJECT: ADDITIONS TO SWIMMING RIVER GREENWAY (Ref. #24-05 & PS #13-24)**, in an Amount Not To Exceed **\$3,165.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
14. Resolution **REJECTING bid proposal of ASTRO ELECTRICAL CONTRACTOR, LLC**, Linden, NJ, for **STANDBY GENERATOR UPGRADE AT THOMPSON PARK ADMINISTRATIVE BUILDING #531 (Bid #0027-24)**, for fatal flaw in proposal.

15. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **MANOR II ELECTRIC, INC.**, Holmdel, NJ, for **STANDBY GENERATOR UPGRADE AT THOMPSON PARK ADMINISTRATIVE BUILDING #531 (Bid #0027-24)**, ITEM: Total Base Bid Price, Items 1 & 2; in the Total Contract Amount of **\$152,000.00**.
16. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **BROOKREST MANAGEMENT, LLC**, Colts Neck, NJ, for **VEGETATION MANAGEMENT AT CROSSWICKS CREEK PARK AND PERRINEVILLE LAKE PARK (Bid #0028-24)**, ITEM: Proposal 1, Crosswicks Creek Park, \$14,278.00, Proposal 2, Perrineville Lake Park, \$31,567.00; in the Total Contract Amount of **\$45,845.00**.
17. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **SJC LAWNCARE, INC.**, Cranford, NJ for **2024 FURNISHING AND INSTALLING PLANT MATERIALS AT VARIOUS PARKS (Bid #0029-24)**, ITEM: Total Base Bid Price, Items 1-35 inclusive (Period of Contract 03/11/24 through 05/30/24); in the Total Contract Amount of **\$27,783.00**.
18. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal 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; in the Total Contract Amount of **\$893,728.00**.

MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

1. Archaeological Services, Archaeological Survey for Golf Facility at Wolf Hill Recreation Area (Ref. #24-11) (*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 Shark River 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, MARCH 25, 2024 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **WEDNESDAY EVENING, MARCH 27, 2024 – 6:00 PM. Ranger Graduation.** Hominy Hill Golf Center, 92 Mercer Road, Colts Neck NJ. (dinner included)
3. **MONDAY EVENING, APRIL 8, 2024 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
4. **MONDAY EVENING, APRIL 22, 2024 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
5. **MONDAY EVENING, MAY 6, 2024 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
6. **MONDAY EVENING, MAY 20, 2024 – 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.