

A G E N D A

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS' REGULAR MEETING
MONDAY EVENING, MARCH 22, 2021, AT 7:00 PM
REMOTE TELECONFERENCE FROM 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, MARCH 8, 2021
(Excused: Commissioner Adcock)
- 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. BUDGET REPORTS
 - 2. REVENUE REPORT—MONTH OF FEBRUARY
 - 3. ATTENDANCE REPORT—MONTH OF FEBRUARY
 - 4. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT — FEBRUARY

2021 (Dated: 3/16/2021)

5. MCPS TRAINING REQUESTS AS OF MARCH 15, 2021
6. MCPS WEBSITE TRAFFIC REPORT — FEBRUARY COMPARISON BY YEARS 2016 - 2021

J. COUNTY COMMISSIONER’S REPORT:

K. PRESENTATION AND ITEMS FOR BOARD REVIEW:

- Thomas E. Fobes, Superintendent of Co. Parks/Park Operations, will give a presentation on “Operations”.
1. Board Action Item #1 – Recommending acceptance of the written proposal of Mungeam Golf Design, Inc., Douglas, MA, as received on March 5, 2021, proposal dated March 2, 2021, for Providing Professional Golf Course Architectural Services at Various Golf Course Locations – March 1, 2021 through February 28, 2022 (Ref. #21-05 & PS #16-21), in the Estimated Total Contract Amount of \$10,000.00, 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)**
 2. Board Action Item #2 – Recommending acceptance of the written proposal of Pierce Engineering, Allenwood, NJ, as received on March 5, 2021, proposal dated March 1, 2021, for Providing Professional Architectural/Engineering & Testing Services at Various Park Locations – March 1, 2021 through February 28, 2022 (Ref. #21-06 & PS #17-21), in the Estimated Total Contract Amount of \$20,000.00, 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)**
 3. Board Action Item #3 – Recommending the acceptance of the written proposal of BANC3 Engineering, Inc., Princeton, NJ, as received on March 10, 2021, proposal dated March 9, 2021, for Providing Professional Surveying Services for a Partial Park Boundary Line of Block 779, Lot 19.01, Middletown Township, New Jersey, Owned by County of Monmouth, Hartshorne Woods Park (Ref. #21-03 & PS #18-21), in an Amount Not To Exceed \$7,370.00, 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)**
 4. Board Action Item #4 – Recommending the Entering Into a Lease Agreement between the County of Monmouth and the Township of Colts Neck for the Use and Maintenance of a Police Radio Antenna on a portion of Dorbrook Recreation Area, also known as

Block 48, Lot 34, for a period of five (5) years beginning January 1, 2021 and ending December 31, 2025.

5. Board Action Item #5 – Recommending the Entering Into a Lease Agreement between the County of Monmouth and the Township of Middletown for the Use and Maintenance of a Police Radio Antenna on a portion of Tatum Park, also known as Block 796, Lot 8, for a period of five (5) years beginning January 1, 2021 and ending December 31, 2025.
6. Board Action Item #6 – Recommending acceptance of the written proposal of Paulus, Sokolowski and Sartor Engineering, PC, Warren, NJ, as received on March 4, 2021, proposal dated March 3, 2021, for Providing Professional Architectural Services in the Preparation of Plans and Specifications for a Roof Replacement at Seven Presidents Oceanfront Park, (Bldg. #1201), Long Branch, NJ, (Ref. #20-38 & PS #15-21), in an Amount Not To Exceed \$23,960.00, 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)
7. Board Action Item #7 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to KLBL, Inc., dba Vic Gerard Golf Cars, Farmingdale, NJ, for Furnishing, Delivery and Replacing of Golf Cart Batteries (Bid #0015-21), Items: #1-4, for the Period of March 22, 2021 through December 31, 2021; in the Estimated Total Contract Amount of \$60,000.00. (See Memo)
8. Board Action Item #8 – Authorizing Change Order #1, in the amount of \$10,415.00 due to unforeseen roof decking replacement and entry portico electrical modifications, to Pravco, Inc., Rahway, NJ, for Roof Replacement at Fort Monmouth Recreation Center (Building #3801), Tinton Falls, New Jersey (Bid #0045-20), Items: Total Base Bid Price, Items 1 & 2, as originally awarded by Resolution #R-20-3-9=140 in the Contract Amount of \$202,820.00, for a new Total Change Order #1 Contract Amount of \$213,235.00. (See Memo)
9. Status of Park Improvement Projects as of March 16, 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 #1 through #8 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 #1 through #8.

Resolution of Consent seconded by:

ITEMS FOR BOARD ACTION:

1. Resolution **ACCEPTING** the **WRITTEN PROPOSAL** of **MUNGEAM GOLF DESIGN, INC.**, Douglas, MA, as received on March 5, 2021, proposal dated March 2, 2021, for **PROVIDING PROFESSIONAL GOLF COURSE ARCHITECTURAL SERVICES AT VARIOUS GOLF COURSE LOCATIONS – MARCH 1, 2021 THROUGH FEBRUARY 28, 2022 (Ref. #21-05 & PS #16-21)**, in the Estimated Total Contract Amount of **\$10,000.00**, 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.
2. Resolution **ACCEPTING** the **WRITTEN PROPOSAL** of **PIERCE ENGINEERING**, Allenwood, NJ, as received on March 5, 2021, proposal dated March 1, 2021, for **PROVIDING PROFESSIONAL ARCHITECTURAL/ENGINEERING & TESTING SERVICES AT VARIOUS PARK LOCATIONS – MARCH 1, 2021 THROUGH FEBRUARY 28, 2022 (Ref. #21-06 & PS #17-21)**, in the Estimated Total Contract Amount of **\$20,000.00**, 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.
3. Resolution **ACCEPTING** the **WRITTEN PROPOSAL** of **BANC3 ENGINEERING, INC.**, Princeton, NJ, as received on March 10, 2021, proposal dated March 9, 2021, for **PROVIDING PROFESSIONAL SURVEYING SERVICES FOR A PARTIAL PARK BOUNDARY LINE OF BLOCK 779, LOT 19.01, MIDDLETOWN TOWNSHIP, NEW JERSEY, OWNED BY COUNTY OF MONMOUTH, HARTSHORNE WOODS PARK (Ref. #21-03 & PS #18-21)**, in an Amount Not To Exceed **\$7,370.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
4. Resolution **RECOMMENDING** to the **MONMOUTH COUNTY BOARD OF COUNTY COMMISSIONERS** the **ENTERING INTO a LEASE AGREEMENT** between the **COUNTY OF MONMOUTH** and the **TOWNSHIP OF COLTS NECK** for the **USE AND MAINTENANCE** of a **POLICE RADIO ANTENNA** on a **PORTION OF DORBROOK RECREATION AREA**, also known as **BLOCK 48, LOT 34**, for a period of **FIVE (5) YEARS** beginning **JANUARY 1, 2021** and ending **DECEMBER 31, 2025**.
5. Resolution **RECOMMENDING** to the **MONMOUTH COUNTY BOARD OF COUNTY COMMISSIONERS** the **ENTERING INTO a LEASE AGREEMENT** between the **COUNTY OF MONMOUTH** and the **TOWNSHIP OF MIDDLETOWN** for the **USE AND MAINTENANCE** of a **POLICE RADIO ANTENNA** on a **PORTION OF TATUM PARK**, also known as **BLOCK 796, LOT 8**, for a for a period of **FIVE (5) YEARS** beginning **JANUARY 1, 2021** and ending **DECEMBER 31, 2025**.

6. Resolution **ACCEPTING** the **WRITTEN PROPOSAL** of **PAULUS, SOKOLOWSKI AND SARTOR ENGINEERING, PC**, Warren, NJ, as received on March 4, 2021, proposal dated March 3, 2021, for **PROVIDING PROFESSIONAL ARCHITECTURAL SERVICES IN THE PREPARATION OF PLANS AND SPECIFICATIONS FOR A ROOF REPLACEMENT AT SEVEN PRESIDENTS OCEANFRONT PARK, (BLDG. #1201), LONG BRANCH, NJ, (Ref. #20-38 & PS #15-21)**, in an Amount Not To Exceed **\$23,960.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.

7. Resolution **AWARDING CONTRACT** to **KLBL, INC., dba VIC GERARD GOLF CARS**, Farmingdale, NJ, for **FURNISHING, DELIVERY AND REPLACING OF GOLF CART BATTERIES (Bid #0015-21)**, ITEMS: #1-4, for the Period of March 22, 2021 through December 31, 2021; in the Estimated Total Contract Amount of **\$60,000.00**.

8. Resolution **Authorizing CHANGE ORDER #1**, in the amount of **\$10,415.00** due to unforeseen roof decking replacement and entry portico electrical modifications, to **PRAVCO, INC.**, Rahway, NJ, for **ROOF REPLACEMENT AT FORT MONMOUTH RECREATION CENTER (BUILDING #3801), TINTON FALLS, NEW JERSEY (Bid #0045-20)**, ITEMS: Total Base Bid Price, Items 1 & 2, as originally awarded by Resolution #R-20-3-9=140 in the Contract Amount of **\$202,820.00**, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF **\$213,235.00**.

MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

1. Construction of a Gazebo at Deep Cut Gardens

MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

1. Appraisal Services, Block 101, Lots 13 & 13Q, Freehold Township, \pm 26.95 Acres, Improved Property Owned by DeLucia, for Additions to Turkey Swamp Park (Ref. #21-12) (*FAIR & OPEN—OVER \$17,500.00*)
2. Appraisal Services, Block 65, Lot 1, Hazlet Township, \pm 26.31 Acres, Unimproved Property Owned by Granada Estates, Inc., for Bayshore Recreation Center (Ref. #21-13) (*FAIR & OPEN—OVER \$17,500.00*)
3. Engineering Services, Manalapan Brook Pond Dam Studies, Charleston Springs Golf Course, Manalapan, NJ (Ref. #21-14) (*NON-FAIR & OPEN*)
4. Arboricultural Services for Various Monmouth County Parks – 2021, for various locations (Ref. #21-15) (*FAIR & OPEN—OVER \$17,500.00*)
5. Appraisal Services, Block 20, Lot 20, Upper Freehold Township, \pm 1.26 Acres, Improved Property Owned by Bernard Massabrook, for Additions to Clayton Park (Ref. #21-16) (*FAIR & OPEN—OVER \$17,500.00*)

6. Appraisal Services, Block 92, Lots 1.09, 1.10 & 1.12, Howell, ±4.76 Acres, Unimproved Property, Owned by Tkacenko, for Additions to Metedeconk River Greenway (Ref. #21-17) (*FAIR & OPEN—OVER \$17,500.00*)

DATES TO REMEMBER:

1. **MONDAY EVENING, APRIL 5, 2021** – 7:00 PM. **Regular Board Meeting.** Remote teleconference.
2. **MONDAY EVENING, APRIL 19, 2021** – 7:00 PM. **Regular Board Meeting.** Remote teleconference.
3. **MONDAY EVENING, MAY 10, 2021** – 7:00 PM. **Regular Board Meeting.** Remote teleconference.
4. **MONDAY EVENING, MAY 24, 2021** – 7:00 PM. **Regular Board Meeting.** Remote teleconference.

ITEMS FOR THE GOOD OF THE ORDER:

Resolution scheduling an **Executive Session Meeting** to be held during the Board’s regularly scheduled meeting of **April 5, 2021**, at **7 PM**, by **remote teleconference**, for the purpose of discussing **Personnel Matters, Land Acquisition Matters, being additions to county park lands; and Attorney Client Privilege Information**, and authorizing the Secretary-Director to post and send notice of said meeting to the County Clerk and two (2) newspapers as designated by the Board, as required under the Open Public Meetings Act, Chapter 231, P.L. 1975.

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