

PRESENT:

ABSENT:

ALSO PRESENT:

A G E N D A

Tentative: 10/14/15

MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:

REGULAR MEETING: MONDAY, OCTOBER 19, 2015– 7:00 PM

**THOMPSON PARK VISITOR CENTER, "BEECH ROOM",
1ST FLOOR, 805 NEWMAN SPRINGS RD, LINCROFT, NJ**

A. Roll Call _____ PM – By _____

B. Statement of Adequate Public Notice – Read by _____

Salute to the flag and the Pledge of Allegiance followed by a moment of silence.

C. Approval of MINUTES—REGULAR MEETING: MONDAY, OCTOBER 5, 2015
(Excused: Commissioners Peters, Horsnall and Zelina)

D. Approval of EXECUTIVE SESSION MINUTES: MONDAY, OCTOBER 5, 2015
(Excused: Commissioners Peters, Horsnall and Zelina)

E. Approval of 2014 VOUCHER LIST

F. Approval of 2015 VOUCHER LIST

G. SECRETARY—DIRECTOR’S REPORT:

1. REVENUE REPORT—MONTH OF SEPTEMBER

2. ATTENDANCE REPORT—MONTH OF SEPTEMBER

3. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT—
SEPTEMBER 2015. (Report Dated: 10/9/2015)

4. MCPS TRAINING REQUESTS AS OF OCTOBER 9, 2015

5. MCBRC 2015 THIRD QUARTER PURCHASING PERFORMANCE REPORT:
JULY 1, 2015 THROUGH SEPTEMBER 30, 2015. (Report Dated: October 9, 2015)

6. MCPS WEBSITE TRAFFIC REPORT—SEPTEMBER

H. BOARD CORRESPONDENCE RECEIVED:

1. Chris Ott, Athletic Director, Health and Physical Education Teacher, Head Coach—Boys Soccer, Girls Basketball, Bradley Beach Elementary School, letter dated October 9, 2015, concerning the Foot Golf Tournament Fee structure for events.

I. Motion to OPEN the HEARING OF THE PUBLIC. (Time: _____PM)

(Presentations are limited to three (3) minutes per person.)

1. Chris Ott, Athletic Director, Health and Physical Education Teacher, Head Coach—Boys Soccer, Girls Basketball, Bradley Beach Elementary School.

J. Motion to CLOSE the HEARING OF THE PUBLIC. (Time: _____PM)

K. PRESENTATION:

“Outdoor Adventures”
by Beverly Miller, Recreation Supervisor

L. FREEHOLDER’S REPORT:

M. ITEMS FOR BOARD REVIEW:

1. Board Action Item #1 – Recommending acceptance of the written proposal of LAN Associates, Engineering, Planning, Architecture, Surveying, Inc., Midland Park, NJ, for Providing Professional Services Required in the Preparation of Topographic Survey for Deep Cut Gardens (Ref. #15-45 & PS #50-15), in an Amount Not To Exceed \$13,432.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.

2. Board Action Item #2 – Recommending acceptance of the written proposal of WJH Engineering, Manasquan, NJ, for Providing Professional Surveying Services of Partial Outbound Park Boundary Line Survey of Section 2, Shark River Park, Schoolhouse Road to Gully (Gully) Road, Block 4306, Lot 17 & Block 4213, Lot 8, Neptune Township and Block 751, Lots 1, 33.02, 33.03, 52, 53 & 54, Wall Township, Owner: County of Monmouth (Ref. #15-27 & PS #54-15), in an Amount Not To Exceed \$33,152.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.

3. Board Action Item #3 – Recommending acceptance of the written proposal of Princeton Junction Engineering, PC, Princeton, NJ, for Providing Professional Surveying Services of Block 20, Lot 58, Upper Freehold Township, New Jersey, ±3.370 Acres, Improved Property, Owner: Estate of Chrzanowski, Project: Additions to Clayton Park (Ref. #15-40 & PS #55-15), in an Amount Not To Exceed \$2,000.00, 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. Board Action Item #4 – Recommending acceptance of the written proposal of French & Parrello Associates, PA, Wall, NJ, for Providing Preliminary Assessment/Site Investigation (PASI) of Block 20, Lot 58, Upper Freehold Township, New Jersey, ±3.370 Acres, Owner: Estate of Chrzanowski, Improved Property, Project: Additions to Clayton Park (Ref. #15-39 & PS #56-15), in an Amount Not To Exceed \$4,205.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.

5. Board Action Item #5 – Recommending the exercising of the option to extend contract, as per bid proposal, for an additional one (1) year period (2016), as originally awarded by Resolution #R-15-1-5=30 with the Board of Recreation Commissioners reserving three (3) additional yearly options to extend the contract (2016, 2017 & 2018), to Reithoffer Shows, Inc., Gibsonton, FL, for Furnishing and Delivery of Amusement Rides and Games (Bid #0019-15), Items: A-E, 2016 Monmouth County Fair, July 27-31, 2016, (Period of Contract: 07/22/16 through 08/02/16), Vendor agrees to pay the Monmouth County Park System a flat fee of \$100,000.00 for five (5) days of rides, \$850.00 for each amusement game, and \$1,050.00 for each food concession; with the Board of Recreation Commissioners reserving two (2) remaining additional yearly options to extend the contract (2017 & 2018), for a contract period during the Monmouth County Fair, under the same terms and conditions, as per bid specification.

6. Board Action Item #6 – Recommending the exercising of the option to extend contract, as per bid proposal, for an additional period during the year 2016, as originally awarded by Resolution #R-15-1-5=31, to L & A Tent Rentals, Inc., Hamilton, NJ, for Rental of Fair Tents (Bid #0020-15), Items: #1-19, with optional add-on Items #20-29 (Period of 07/11/16 through 08/12/16), under the same terms and conditions as per bid specification; in the Total Contract Amount of \$83,290.00.

7. Board Action Item #7 – Recommending the exercising of the option to extend contract, as per bid proposal, for an additional one (1) year period (2016), as originally awarded by Resolution #R-14-3-24=187, to Core Tranz Business Services, Manasquan, NJ, for Furnishing and Delivery of Credit/Debit Card Payment Services Through Telephone, Electronic Transmission, In Person and By Internet Access (Bid #0025-14), Items: A-I (Period of 01/01/16 through 12/31/16), under the same terms and conditions as per bid specification; in the Estimated Total Contract Amount of \$110,000.00.

8. Board Action Item #8 – Recommending award of contract to DCRS, LLC, Cream Ridge, NJ, for Union Transportation Trail Surface Improvements, Phase 3 (Bid #0072-15), Items: #1-34 (Total Base Bid Price); in the Total Contract Amount of \$747,214.98.

9. Board Action Item #9 – Recommending award of contract to All Surface Asphalt Paving, Inc., Point Pleasant, NJ, for Reconstruction of Old Orchard Parking Lot, Thompson Park, Middletown Township, NJ (Bid #0073-15), Items: #1-20 (Total Base Bid Price); in the Total Contract Amount of \$173,568.25.

10. Status of Funded Projects as of October 13, 2015.

RESOLUTION OF CONSENT:

At _____ PM, the following **Resolution of Consent** was offered for adoption by _____:

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 #9 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 # _____ through # _____.

Resolution of Consent seconded by: _____.

ITEMS FOR BOARD ACTION:

1. Resolution ACCEPTING the WRITTEN PROPOSAL of LAN ASSOCIATES, ENGINEERING, PLANNING, ARCHITECTURE, SURVEYING, INC., Midland Park, NJ, as received on September 22, 2015, proposal dated September 18, 2015, for PROVIDING PROFESSIONAL SERVICES REQUIRED IN THE PREPARATION OF TOPOGRAPHIC SURVEY FOR DEEP CUT GARDENS (Ref. #15-45 & PS #50-15), in an Amount Not To Exceed \$13,432.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.

2. Resolution ACCEPTING the WRITTEN PROPOSAL of WJH ENGINEERING, Manasquan, NJ, as received on October 2, 2015, proposal dated September 30, 2015, for PROVIDING PROFESSIONAL SURVEYING SERVICES OF PARTIAL OUTBOUND PARK BOUNDARY LINE SURVEY OF SECTION 2, SHARK RIVER PARK, SCHOOLHOUSE ROAD TO GULLEY (GULLY) ROAD, BLOCK 4306, LOT 17 & BLOCK 4213, LOT 8, NEPTUNE TOWNSHIP AND BLOCK 751, LOTS 1, 33.02, 33.03, 52, 53 & 54, WALL TOWNSHIP, OWNER: COUNTY OF MONMOUTH (Ref. #15-27 & PS #54-15), in an Amount Not To Exceed \$33,152.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
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3. Resolution ACCEPTING the WRITTEN PROPOSAL of PRINCETON JUNCTION ENGINEERING, PC, Princeton, NJ, as received on October 2, 2015, proposal dated September 24, 2015, for PROVIDING PROFESSIONAL SURVEYING SERVICES OF BLOCK 20, LOT 58, UPPER FREEHOLD TOWNSHIP, NEW JERSEY, ±3.370 ACRES, IMPROVED PROPERTY, OWNER: ESTATE OF CHRZANOWSKI, PROJECT: ADDITIONS TO CLAYTON PARK (Ref. #15-40 & PS #55-15), in an Amount Not To Exceed \$2,000.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
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4. Resolution ACCEPTING the WRITTEN PROPOSAL of FRENCH & PARRELLO ASSOCIATES, PA, Wall, NJ, as received on October 2, 2015, proposal dated October 2, 2015, for PROVIDING PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PASI) OF BLOCK 20, LOT 58, UPPER FREEHOLD TOWNSHIP, NEW JERSEY, ±3.370 ACRES, OWNER: ESTATE OF CHRZANOWSKI, IMPROVED PROPERTY, PROJECT: ADDITIONS TO CLAYTON PARK (Ref. #15-39 & PS #56-15), in an Amount Not To Exceed \$4,205.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
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5. Resolution AUTHORIZING the EXERCISING OF OPTION TO EXTEND CONTRACT, as per bid proposal, for an ADDITIONAL ONE (1) YEAR PERIOD (2016), as originally awarded by Resolution #R-15-1-5=30 with the Board of Recreation Commissioners reserving Three (3) Additional Yearly Options to Extend the Contract (2016, 2017 & 2018), to REITHOFFER SHOWS, INC., Gibsonton, FL, for FURNISHING AND DELIVERY OF AMUSEMENT RIDES AND GAMES (Bid #0019-15), ITEMS: A-E, 2016 Monmouth County Fair, July 27-31, 2016, (Period of Contract: 07/22/16 through 08/02/16), Vendor agrees to pay the Monmouth County Park System a flat fee of \$100,000.00 for five (5) days of rides, \$850.00 for each amusement game, and \$1,050.00 for each food concession; with the Board of Recreation Commissioners RESERVING TWO (2) REMAINING ADDITIONAL YEARLY OPTIONS TO EXTEND THE CONTRACT (2017 & 2018), for a contract period during the Monmouth County Fair, under the same terms and conditions, as per bid specification.
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6. Resolution AUTHORIZING the EXERCISING OF OPTION TO EXTEND CONTRACT, as per bid proposal, for an ADDITIONAL PERIOD DURING THE YEAR 2016, as originally awarded by Resolution #R-15-1-5=31, to L & A TENT RENTALS, INC., Hamilton, NJ, for RENTAL OF FAIR TENTS (Bid #0020-15), ITEMS: #1-19, with optional add-on Items #20-29 (Period of 07/11/16 through 08/12/16), under the same terms and conditions as per bid specification; in the Total Contract Amount of \$83,290.00.
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7. Resolution AUTHORIZING the EXERCISING OF OPTION TO EXTEND CONTRACT, as per bid proposal, for an ADDITIONAL ONE (1) YEAR PERIOD (2016), as originally awarded by Resolution #R-14-3-24=187, to CORE TRANZ BUSINESS SERVICES, Manasquan, NJ, for FURNISHING AND DELIVERY OF CREDIT/DEBIT CARD PAYMENT SERVICES THROUGH TELEPHONE, ELECTRONIC TRANSMISSION, IN PERSON AND BY INTERNET ACCESS (Bid #0025-14), ITEMS: A-I (Period of 01/01/16 through 12/31/16), under the same terms and conditions as per bid specification; in the Estimated Total Contract Amount of \$110,000.00.
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8. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to DCRS, LLC, Cream Ridge, NJ, for UNION TRANSPORTATION TRAIL SURFACE IMPROVEMENTS, PHASE 3 (Bid #0072-15), ITEMS: #1-34 (Total Base Bid Price); in the Total Contract Amount of \$747,214.98.
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9. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to ALL SURFACE ASPHALT PAVING, INC., Point Pleasant, NJ, for RECONSTRUCTION OF OLD ORCHARD PARKING LOT, THOMPSON PARK, MIDDLETOWN TOWNSHIP, NJ (Bid #0073-15), ITEMS: #1-20 (Total Base Bid Price); in the Total Contract Amount of \$173,568.25.
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MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

1. Furnishing and Delivery of Grounds and Turf Equipment (Supplement #2)
 2. Furnishing and Delivery of 2015 Licensed Motor Vehicles (Supplement #1)
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MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

1. Two (2) Appraisal Services, Block 127, Lot 13, Aberdeen Township, ±4.68 Acres, Unimproved Property, Owner: Manzo, for Additions to Freneau Woods Park (Ref. #15-57) (*FAIR & OPEN*)
 2. Appraisal Services, Bock 27, Lot 4.01, Millstone Township, ±1.00 Acre, Unimproved Property, Millstone Township, Owner: Manzo, for Additions to Perrineville Lake Park (Ref. #15-58) (*FAIR & OPEN*)
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DATES TO REMEMBER:

1. **SUNDAY, OCTOBER 18, 2015** – 11 AM—5 PM. **Thompson Park Day.** Thompson Park, 805 Newman Springs Road, Lincroft, NJ. Free Admission & Free Parking. Various Activities, Entertainment, Demonstrations, Food Vendors and Contests. (*Some activities require a fee.*)
2. **MONDAY EVENING, OCTOBER 19, 2015** - 7 PM. **REGULAR BOARD MEETING.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
3. **MONDAY EVENING, NOVEMBER 9, 2015** - 7 PM. **REGULAR BOARD MEETING.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
4. **MONDAY EVENING, NOVEMBER 23, 2015** - 7 PM. **REGULAR BOARD MEETING.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
5. **SATURDAY AFTERNOON, DECEMBER 5, 2015** – 12:30 PM—2:30 PM. **Coastal Activity Center Holiday DJ Dance Party.** Coastal Activity Center, 605 Asbury Ave., Asbury Park, NJ. For more information call: 848/456-4278, Ext. 6#.
6. **MONDAY EVENING, DECEMBER 7, 2015** - 7 PM. **REGULAR BOARD MEETING.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
7. **MONDAY EVENING, DECEMBER 21, 2015** - 7 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:

Resolution scheduling an **Executive Session Meeting** to be held during the Board’s regularly scheduled meeting of **November 9, 2015, at 7 PM**, in the **“Beech Room”** of the **Thompson Park Visitor Center, 1st Floor, 805 Newman Springs Road, Lincroft, NJ**, 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.
(Time: _____ PM)
